



**Town Council/Board of Trustees
Town of Westlake**
Council Chamber, 1500 Solana Blvd
Building 7, Suite 7100 Westlake, TX 76262



Tuesday, September 16, 2025, 5:00 PM

REGULAR MEETING AGENDA

The Town Council of the Town of Westlake also serves as the governing Board of Trustees for Westlake Academy. This agenda may contain both municipal and Westlake Academy items, which will be clearly identified. Town Council/Board of Trustees meetings are available for viewing online via live-stream or on-demand at <https://www.westlake-tx.org/787/Watch-Meetings-Live>. In an effort of meeting efficiency, any residents wishing to speak must submit a speaker request form to the Town Secretary prior to the start of the meeting.

Pursuant to Texas Government Code Section 551.127, one or more members of the Town Council may participate in this meeting by videoconference call. A quorum of the Town Council and the presiding officer will be present at the physical location of the meeting.

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

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

B. INVOCATION AND PLEDGES OF ALLEGIANCE

C. CITIZEN/PARENT 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. 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. Individual citizen comments are normally limited to three (3) minutes. 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.

D. 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.

D.1. Items of Community Interest

E. PRESENTATIONS

- E.1. Presentation and discussion concerning the 2025 Westlake Academy student performance for the STAAR and EOC assessments.
- E.2. Presentation and discussion concerning the 2025 Westlake Academy student performance on the IB and AP Exams.

F. 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.

- F.1. Consider and act to approve the Town Council/Board of Trustees Meeting Minutes for the following meetings: August 19, 2025 Regular Meeting; August 25, 2025 Special Meeting and August 28, 2025 Special Meeting.
- F.2. Consider and act to approve Resolution 25-29 adopting the Fiscal Year 2025-2026 Town Council | Board of Trustees Meeting Calendar.
- F.3. Consider and act to approve Resolution 25-33 appointing representatives for the Town of Westlake as the Voting Member and Alternate for the City of Fort Worth Water and/or Wastewater System Advisory Committee for October 1, 2025 thru September 30, 2026.
- F.4. Consider and act to adopt Ordinance 1035 approving and updating the 2025 Solana Public Improvement District Service and Assessment Plan and Assessment Roll.
- F.5. Consider and act to adopt Ordinance 1032 amending the Master Fee Schedule Effective October 1, 2025.

G. PUBLIC HEARINGS AND CORRESPONDING ACTION ITEMS

- G.1. Hold public hearing, discuss, consider and act to adopt Ordinance 1029 approving the Annual Operating and Capital Budget for Fiscal Year 2025-2026, including a taxpayer impact statement.
- G.2. Discuss, consider and act to approve Resolution 25-36 ratifying the property tax revenue increase.
- G.3. Hold public hearing, discuss, consider and act to adopt Ordinance 1030 to Levy an Ad Valorem Rate for Tax Year 2025.
- G.4. Hold a public hearing, discuss, consider and act regarding Ordinance 1034 to approve a request for a specific use permit and a site plan to allow for a water and sewage pumping station that is located above grade, located at 16150 Roanoke Road, legally described as Tract 7F, Abstract 648, Huff, William Survey, HUFF, Town

of Westlake, Tarrant County, Texas, zoned as PD3-9, Circle T Planning Area No. 9 – North Commercial Planned Development Zoning District (SUP Case No. 2025-01).

- G.5. Hold a public hearing, discuss, consider and act to adopt Ordinance 1033 approving text amendments related to certain performance standards for approximately 85.9 acres of land in PD, Planned Development District 1-2 ("PD 1-2"), commonly referred to as Entrada, relating to architecture and other aesthetic matters found in Ordinance 703 and in the Entrada Design Guidelines. The property is generally located on the south side of State Highway 114, to the east of Davis Boulevard, and to the north of Solana Boulevard.

H. REGULAR AGENDA ITEMS

- H.1. Discuss, consider and act to adopt Ordinance 1036 Approving a Negotiated Settlement Between the Atmos Cities Steering Committee ("ASCS") and Atmos Energy Corp., Mid-Tex Division regarding the Company's 2025 Rate Review Mechanism Filing.
- H.2. Discuss, consider and act regarding Ordinance 1031 to adopt amendments to the Town of Westlake's Texas Municipal Retirement System Benefits Authorizing (1) Annually Accruing Updated Service Credits and Transfer Updated Service Credits; and (2) Annually Accruing Annuity Increases, also referred to as Cost of Living Adjustments (COLAs) for Retirees and their Beneficiaries.
- H.3. Discuss, consider and act to approve Resolution 25-31 approving FY2026 Financial Policies.
- H.4. Discuss, consider and act regarding Resolution 25-32 approving the Investment Policy.
- H.5. Discuss, consider and act to approve the Westlake Academy Parent-Student Handbook.
- H.6. Discuss, consider, and act regarding a technology plan for Westlake Academy Class of 2026.

I. 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 Town Attorney/Westlake Academy Attorney for the following:

- I.1. Section 551.071: Consultation with and legal advice from Academy Attorney regarding Westlake Academy Affiliate Group: Westlake Academy Athletic Club (WAAC).
- I.2. Section 551.076 Deliberation Regarding Security Devices or Security Audits Related to Findings of 3-year safety and security audit report for Westlake Academy.
- I.3. Section 551.071: Consultation with legal advice from Attorney regarding the expansion of Westlake Academy Arts and Science building.

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

- K. FUTURE AGENDA ITEMS**
- L. STAFF RECAP OF COUNCIL DIRECTION**
- M. ADJOURNMENT**

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 Dianna Buchanan

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.



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025
FROM: Jon Sasser, Director of Communications, Communications
SUBJECT: Items of Community Interest

AGENDA ITEM NO: D.1.

SUMMARY/BACKGROUND:

Updates on events and news around Westlake and Westlake Academy.

Pursuant to Texas Government Code Section 551.0415 the Town Council (and or designee) 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.

NOTABLE ITEMS AND UPCOMING EVENTS:

Blacksmith Giving Day

Thursday, September 18, 2025

Fall Cleanup

Saturday, October 4, 2025; 9-11 am
1600 Solana Blvd Parking Lot

Planning & Zoning Meeting

Tuesday, October 7, 2025; 5 pm
1500 Solana Blvd, Westlake

Town Council Meeting

Tuesday, October 21, 2025; 5 pm
1500 Solana Blvd, Westlake

Additional Notes:

- Run to Remember:
- Trash Survey:
- Mayor's Volunteer Service Program



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** E.1.

FROM: Kelly Ritchie, Head of School, Beth Hughes, PYP Principal, Serena McMillon, MS Principal, James Owen, High School Principal, Maxwell Ituah, Director of Secondary Education, Westlake Academy

SUBJECT: Presentation and discussion concerning the 2025 Westlake Academy student performance for the STAAR and EOC assessments.

ATTACHMENTS:

1. STAAR_Performance_2025_220810 (1)

SUMMARY :

This will include a presentation of 2025 Westlake Academy Student Performance statistics for the STAAR and EOC Assessments and discussion.

Texas Education Agency
2025 STAAR Performance
 WESTLAKE ACADEMY CHARTER SCHOOL (220810) - TARRANT COUNTY

Data provided for districts are for informational purposes only and are not used in calculating weighted district domain scores.

Calculation Report

STAAR Performance	Reading/Language Arts (RLA)	Mathematics	Science	Social Studies	Totals	Percentages
Total Tests	560	461	220	148	1,389	
Approaches GL or Above	546	443	213	143	1,345	97%
Meets GL or Above	509	392	182	122	1,205	87%
Masters GL	348	251	94	94	787	57%
Total Percentage Points						241%
Component Score						80

Texas Education Agency
2025 STAAR Performance
 WESTLAKE ACADEMY CHARTER SCHOOL (220810) - TARRANT COUNTY

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Data Table: Accountability Groups

Accountability Groups									
	All Students	African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	High Focus^
All Subjects									
Percent of Tests									
At Approaches GL Standard or Above	97%	94%	97%	96%	100%	99%	-	98%	85%
At Meets GL Standard or Above	87%	70%	86%	85%	100%	95%	-	88%	58%
At Masters GL Standard	57%	31%	57%	56%	70%	66%	-	49%	26%
Number of Tests									
At Approaches GL Standard or Above	1,345	78	165	677	10	318	-	97	175
At Meets GL Standard or Above	1,205	58	146	600	10	304	-	87	121
At Masters GL Standard	787	26	97	395	7	213	-	49	54
Total Tests	1,389	83	170	706	10	321	-	99	207
Reading/Language Arts (RLA)									
Percent of Tests									
At Approaches GL Standard or Above	98%	94%	97%	97%	100%	98%	-	100%	87%
At Meets GL Standard or Above	91%	71%	91%	91%	100%	95%	-	89%	63%
At Masters GL Standard	62%	34%	64%	65%	80%	65%	-	52%	27%
Number of Tests									
At Approaches GL Standard or Above	546	33	67	267	5	130	-	44	77
At Meets GL Standard or Above	509	25	63	250	5	127	-	39	56
At Masters GL Standard	348	12	44	178	4	87	-	23	24
Total Tests	560	35	69	274	5	133	-	44	89
Mathematics									
Percent of Tests									
At Approaches GL Standard or Above	96%	93%	97%	94%	*	100%	-	97%	84%
At Meets GL Standard or Above	85%	72%	85%	80%	*	98%	-	89%	56%
At Masters GL Standard	54%	31%	54%	50%	*	74%	-	49%	27%
Number of Tests									
At Approaches GL Standard or Above	443	**	57	218	*	103	-	34	66
At Meets GL Standard or Above	392	**	50	185	*	101	-	31	44
At Masters GL Standard	251	**	32	115	*	76	-	17	21
Total Tests	461	**	59	231	*	103	-	35	79
Science									

Texas Education Agency
2025 STAAR Performance
 WESTLAKE ACADEMY CHARTER SCHOOL (220810) - TARRANT COUNTY

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Accountability Groups									
	All Students	African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	High Focus^
Percent of Tests									
At Approaches GL Standard or Above	97%	92%	100%	95%	*	100%	-	100%	83%
At Meets GL Standard or Above	83%	67%	81%	80%	*	90%	-	92%	55%
At Masters GL Standard	43%	17%	42%	40%	*	56%	-	38%	24%
Number of Tests									
At Approaches GL Standard or Above	213	**	26	110	*	52	-	13	24
At Meets GL Standard or Above	182	**	21	93	*	47	-	12	16
At Masters GL Standard	94	**	11	46	*	29	-	5	7
Total Tests	220	**	26	116	*	52	-	13	29
Social Studies									
Percent of Tests									
At Approaches GL Standard or Above	97%	100%	94%	96%	-	100%	-	86%	80%
At Meets GL Standard or Above	82%	57%	75%	85%	-	88%	-	71%	50%
At Masters GL Standard	64%	43%	63%	66%	-	64%	-	57%	20%
Number of Tests									
At Approaches GL Standard or Above	143	7	15	82	-	33	-	6	8
At Meets GL Standard or Above	122	4	12	72	-	29	-	5	5
At Masters GL Standard	94	3	10	56	-	21	-	4	2
Total Tests	148	7	16	85	-	33	-	7	10

Texas Education Agency
2025 STAAR Performance
 WESTLAKE ACADEMY CHARTER SCHOOL (220810) - TARRANT COUNTY

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Data Table: Additional Student Groups

Additional Student Groups														
	All Students	Econ Disadv	Non-Econ Disadv	G/T	EB/EL (Current)	EB/EL (Current & Monitored)	Special Ed (Current)	Special Ed (Former)	Continuously Enrolled	Non-Continuously Enrolled	Highly Mobile *	Foster	Homeless	Migrant
All Subjects														
Percent of Tests														
At Approaches GL Standard or Above	97%	97%	97%	*	94%	96%	78%	100%	97%	96%	-	-	-	-
At Meets GL Standard or Above	87%	83%	87%	*	67%	78%	46%	96%	88%	84%	-	-	-	-
At Masters GL Standard	57%	34%	57%	*	18%	37%	20%	55%	59%	52%	-	-	-	-
Number of Tests														
At Approaches GL Standard or Above	1,345	28	1,317	*	31	49	107	49	932	413	-	-	-	-
At Meets GL Standard or Above	1,205	24	1,181	*	22	40	63	47	842	363	-	-	-	-
At Masters GL Standard	787	10	777	*	6	19	27	27	563	224	-	-	-	-
Total Tests	1,389	29	1,360	*	33	51	138	49	958	431	-	-	-	-
Reading/Language Arts (RLA)														
Percent of Tests														
At Approaches GL Standard or Above	98%	100%	97%	*	87%	91%	80%	100%	99%	95%	-	-	-	-
At Meets GL Standard or Above	91%	92%	91%	*	67%	77%	51%	100%	93%	87%	-	-	-	-
At Masters GL Standard	62%	33%	63%	*	13%	32%	23%	62%	67%	53%	-	-	-	-
Number of Tests														
At Approaches GL Standard or Above	546	12	534	*	13	20	49	21	372	174	-	-	-	-
At Meets GL Standard or Above	509	11	498	*	10	17	31	21	350	159	-	-	-	-
At Masters GL Standard	348	4	344	*	2	7	14	13	251	97	-	-	-	-
Total Tests	560	12	548	*	15	22	61	21	377	183	-	-	-	-
Mathematics														
Percent of Tests														
At Approaches GL Standard or Above	96%	100%	96%	*	100%	100%	77%	100%	96%	96%	-	-	-	-
At Meets GL Standard or Above	85%	91%	85%	*	82%	87%	41%	94%	86%	83%	-	-	-	-
At Masters GL Standard	54%	45%	55%	*	36%	53%	16%	59%	55%	54%	-	-	-	-
Number of Tests														
At Approaches GL Standard or Above	443	11	432	*	11	15	43	17	325	118	-	-	-	-
At Meets GL Standard or Above	392	10	382	*	9	13	23	16	290	102	-	-	-	-
At Masters GL Standard	251	5	246	*	4	8	9	10	185	66	-	-	-	-
Total Tests	461	11	450	*	11	15	56	17	338	123	-	-	-	-
Science														

Texas Education Agency
2025 STAAR Performance
 WESTLAKE ACADEMY CHARTER SCHOOL (220810) - TARRANT COUNTY

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Additional Student Groups														
	All Students	Econ Disadv	Non-Econ Disadv	G/T	EB/EL (Current)	EB/EL (Current & Monitored)	Special Ed (Current)	Special Ed (Former)	Continuously Enrolled	Non-Continuously Enrolled	Highly Mobile ★	Foster	Homeless	Migrant
Percent of Tests														
At Approaches GL Standard or Above	97%	*	97%	-	100%	100%	67%	100%	97%	97%	-	-	-	-
At Meets GL Standard or Above	83%	*	83%	-	50%	75%	40%	89%	83%	83%	-	-	-	-
At Masters GL Standard	43%	*	44%	-	0%	33%	20%	33%	42%	44%	-	-	-	-
Number of Tests														
At Approaches GL Standard or Above	213	*	209	-	6	12	10	9	138	75	-	-	-	-
At Meets GL Standard or Above	182	*	180	-	3	9	6	8	118	64	-	-	-	-
At Masters GL Standard	94	*	94	-	0	4	3	3	60	34	-	-	-	-
Total Tests	220	*	216	-	6	12	15	9	143	77	-	-	-	-
Social Studies														
Percent of Tests														
At Approaches GL Standard or Above	97%	*	97%	-	*	*	83%	*	97%	96%	-	-	-	-
At Meets GL Standard or Above	82%	*	83%	-	*	*	50%	*	84%	79%	-	-	-	-
At Masters GL Standard	64%	*	64%	-	*	*	17%	*	67%	56%	-	-	-	-
Number of Tests														
At Approaches GL Standard or Above	143	*	142	-	*	*	5	*	97	46	-	-	-	-
At Meets GL Standard or Above	122	*	121	-	*	*	3	*	84	38	-	-	-	-
At Masters GL Standard	94	*	93	-	*	*	1	*	67	27	-	-	-	-
Total Tests	148	*	146	-	*	*	6	*	100	48	-	-	-	-

- Indicates there are no students in the group.

* Indicates results are masked due to small numbers to protect student confidentiality.

** When only one racial/ethnic group is masked, then the second smallest racial/ethnic group is masked regardless of size.

^ This is a new accountability group introduced in 2023; it includes students who are Econ Disadv, EB/EL (Current & Monitored), Special Ed (Current), or Highly Mobile.

★ This is an additional student group introduced in 2023; it includes students who are Foster, Homeless, or Migrant.

Texas Education Agency
2025 STAAR Performance
 WESTLAKE ACADEMY CHARTER SCHOOL (220810) - TARRANT COUNTY

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Calculation Report

STAAR Performance	Reading/Language Arts (RLA)	Mathematics	Science	Social Studies	Totals	Percentages
Total Tests	560	461	220	148	1,389	
Approaches GL or Above	546	443	213	143	1,345	97%
Meets GL or Above	509	392	182	122	1,205	87%
Masters GL	348	251	94	94	787	57%
Total Percentage Points						241%
Component Score						80

Texas Education Agency
2025 STAAR Performance
 WESTLAKE ACADEMY CHARTER SCHOOL (220810) - TARRANT COUNTY

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	All Students	African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	High Focus^
All Subjects									
Percent of Tests									
At Approaches GL Standard or Above	97%	94%	97%	96%	100%	99%	-	98%	85%
At Meets GL Standard or Above	87%	70%	86%	85%	100%	95%	-	88%	58%
At Masters GL Standard	57%	31%	57%	56%	70%	66%	-	49%	26%
Number of Tests									
At Approaches GL Standard or Above	1,345	78	165	677	10	318	-	97	175
At Meets GL Standard or Above	1,205	58	146	600	10	304	-	87	121
At Masters GL Standard	787	26	97	395	7	213	-	49	54
Total Tests	1,389	83	170	706	10	321	-	99	207
Reading/Language Arts (RLA)									
Percent of Tests									
At Approaches GL Standard or Above	98%	94%	97%	97%	100%	98%	-	100%	87%
At Meets GL Standard or Above	91%	71%	91%	91%	100%	95%	-	89%	63%
At Masters GL Standard	62%	34%	64%	65%	80%	65%	-	52%	27%
Number of Tests									
At Approaches GL Standard or Above	546	33	67	267	5	130	-	44	77
At Meets GL Standard or Above	509	25	63	250	5	127	-	39	56
At Masters GL Standard	348	12	44	178	4	87	-	23	24
Total Tests	560	35	69	274	5	133	-	44	89
Mathematics									
Percent of Tests									
At Approaches GL Standard or Above	96%	93%	97%	94%	*	100%	-	97%	84%
At Meets GL Standard or Above	85%	72%	85%	80%	*	98%	-	89%	56%
At Masters GL Standard	54%	31%	54%	50%	*	74%	-	49%	27%
Number of Tests									
At Approaches GL Standard or Above	443	**	57	218	*	103	-	34	66
At Meets GL Standard or Above	392	**	50	185	*	101	-	31	44
At Masters GL Standard	251	**	32	115	*	76	-	17	21
Total Tests	461	**	59	231	*	103	-	35	79
Science									

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2025 STAAR Performance
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At Meets GL Standard or Above	83%	67%	81%	80%	*	90%	-	92%	55%
At Masters GL Standard	43%	17%	42%	40%	*	56%	-	38%	24%
Number of Tests									
At Approaches GL Standard or Above	213	**	26	110	*	52	-	13	24
At Meets GL Standard or Above	182	**	21	93	*	47	-	12	16
At Masters GL Standard	94	**	11	46	*	29	-	5	7
Total Tests	220	**	26	116	*	52	-	13	29
Social Studies									
Percent of Tests									
At Approaches GL Standard or Above	97%	100%	94%	96%	-	100%	-	86%	80%
At Meets GL Standard or Above	82%	57%	75%	85%	-	88%	-	71%	50%
At Masters GL Standard	64%	43%	63%	66%	-	64%	-	57%	20%
Number of Tests									
At Approaches GL Standard or Above	143	7	15	82	-	33	-	6	8
At Meets GL Standard or Above	122	4	12	72	-	29	-	5	5
At Masters GL Standard	94	3	10	56	-	21	-	4	2
Total Tests	148	7	16	85	-	33	-	7	10

Texas Education Agency
2025 STAAR Performance
 WESTLAKE ACADEMY CHARTER SCHOOL (220810) - TARRANT COUNTY

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Data Table: Additional Student Groups

Additional Student Groups														
	All Students	Econ Disadv	Non-Econ Disadv	G/T	EB/EL (Current)	EB/EL (Current & Monitored)	Special Ed (Current)	Special Ed (Former)	Continuously Enrolled	Non-Continuously Enrolled	Highly Mobile *	Foster	Homeless	Migrant
All Subjects														
Percent of Tests														
At Approaches GL Standard or Above	97%	97%	97%	*	94%	96%	78%	100%	97%	96%	-	-	-	-
At Meets GL Standard or Above	87%	83%	87%	*	67%	78%	46%	96%	88%	84%	-	-	-	-
At Masters GL Standard	57%	34%	57%	*	18%	37%	20%	55%	59%	52%	-	-	-	-
Number of Tests														
At Approaches GL Standard or Above	1,345	28	1,317	*	31	49	107	49	932	413	-	-	-	-
At Meets GL Standard or Above	1,205	24	1,181	*	22	40	63	47	842	363	-	-	-	-
At Masters GL Standard	787	10	777	*	6	19	27	27	563	224	-	-	-	-
Total Tests	1,389	29	1,360	*	33	51	138	49	958	431	-	-	-	-
Reading/Language Arts (RLA)														
Percent of Tests														
At Approaches GL Standard or Above	98%	100%	97%	*	87%	91%	80%	100%	99%	95%	-	-	-	-
At Meets GL Standard or Above	91%	92%	91%	*	67%	77%	51%	100%	93%	87%	-	-	-	-
At Masters GL Standard	62%	33%	63%	*	13%	32%	23%	62%	67%	53%	-	-	-	-
Number of Tests														
At Approaches GL Standard or Above	546	12	534	*	13	20	49	21	372	174	-	-	-	-
At Meets GL Standard or Above	509	11	498	*	10	17	31	21	350	159	-	-	-	-
At Masters GL Standard	348	4	344	*	2	7	14	13	251	97	-	-	-	-
Total Tests	560	12	548	*	15	22	61	21	377	183	-	-	-	-
Mathematics														
Percent of Tests														
At Approaches GL Standard or Above	96%	100%	96%	*	100%	100%	77%	100%	96%	96%	-	-	-	-
At Meets GL Standard or Above	85%	91%	85%	*	82%	87%	41%	94%	86%	83%	-	-	-	-
At Masters GL Standard	54%	45%	55%	*	36%	53%	16%	59%	55%	54%	-	-	-	-
Number of Tests														
At Approaches GL Standard or Above	443	11	432	*	11	15	43	17	325	118	-	-	-	-
At Meets GL Standard or Above	392	10	382	*	9	13	23	16	290	102	-	-	-	-
At Masters GL Standard	251	5	246	*	4	8	9	10	185	66	-	-	-	-
Total Tests	461	11	450	*	11	15	56	17	338	123	-	-	-	-
Science														

Texas Education Agency
2025 STAAR Performance
 WESTLAKE ACADEMY CHARTER SCHOOL (220810) - TARRANT COUNTY

Data provided for districts are for informational purposes only and are not used in calculating weighted district domain scores.

Additional Student Groups														
	All Students	Econ Disadv	Non-Econ Disadv	G/T	EB/EL (Current)	EB/EL (Current & Monitored)	Special Ed (Current)	Special Ed (Former)	Continuously Enrolled	Non-Continuously Enrolled	Highly Mobile ★	Foster	Homeless	Migrant
Percent of Tests														
At Approaches GL Standard or Above	97%	*	97%	-	100%	100%	67%	100%	97%	97%	-	-	-	-
At Meets GL Standard or Above	83%	*	83%	-	50%	75%	40%	89%	83%	83%	-	-	-	-
At Masters GL Standard	43%	*	44%	-	0%	33%	20%	33%	42%	44%	-	-	-	-
Number of Tests														
At Approaches GL Standard or Above	213	*	209	-	6	12	10	9	138	75	-	-	-	-
At Meets GL Standard or Above	182	*	180	-	3	9	6	8	118	64	-	-	-	-
At Masters GL Standard	94	*	94	-	0	4	3	3	60	34	-	-	-	-
Total Tests	220	*	216	-	6	12	15	9	143	77	-	-	-	-
Social Studies														
Percent of Tests														
At Approaches GL Standard or Above	97%	*	97%	-	*	*	83%	*	97%	96%	-	-	-	-
At Meets GL Standard or Above	82%	*	83%	-	*	*	50%	*	84%	79%	-	-	-	-
At Masters GL Standard	64%	*	64%	-	*	*	17%	*	67%	56%	-	-	-	-
Number of Tests														
At Approaches GL Standard or Above	143	*	142	-	*	*	5	*	97	46	-	-	-	-
At Meets GL Standard or Above	122	*	121	-	*	*	3	*	84	38	-	-	-	-
At Masters GL Standard	94	*	93	-	*	*	1	*	67	27	-	-	-	-
Total Tests	148	*	146	-	*	*	6	*	100	48	-	-	-	-

- Indicates there are no students in the group.

* Indicates results are masked due to small numbers to protect student confidentiality.

** When only one racial/ethnic group is masked, then the second smallest racial/ethnic group is masked regardless of size.

^ This is a new accountability group introduced in 2023; it includes students who are Econ Disadv, EB/EL (Current & Monitored), Special Ed (Current), or Highly Mobile.

★ This is an additional student group introduced in 2023; it includes students who are Foster, Homeless, or Migrant.



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** E.2.
FROM: James Owen, High School Principal, Westlake Academy
SUBJECT: Presentation and discussion concerning the 2025 Westlake Academy student performance on the IB and AP Exams.

ATTACHMENTS:

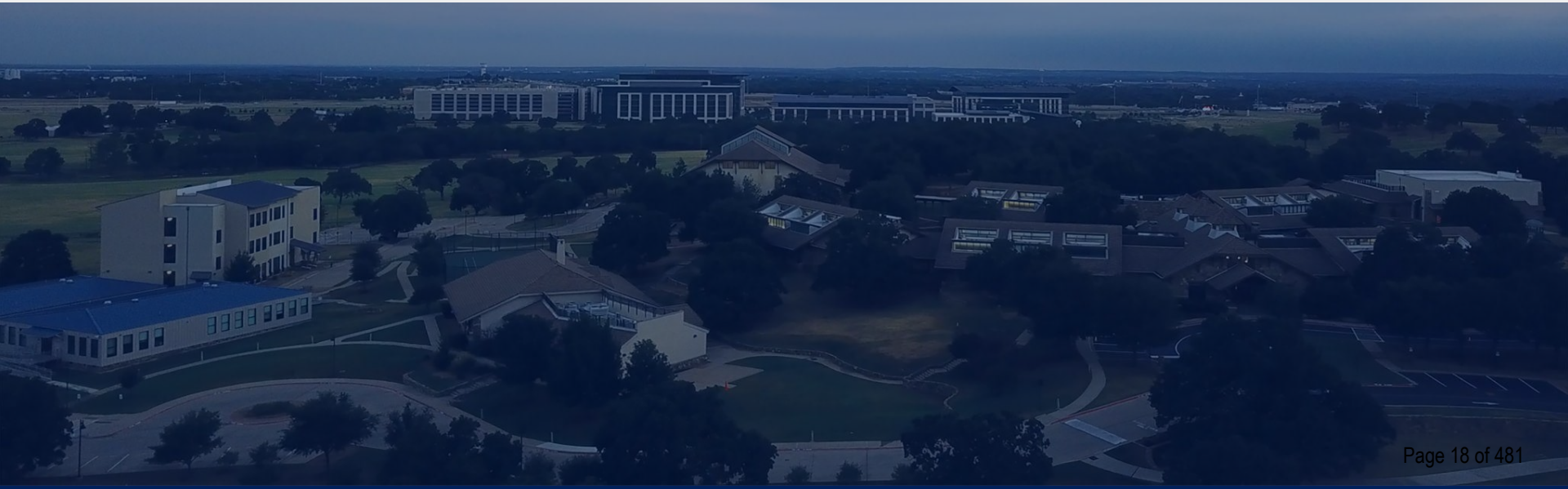
1. HS Student Performance 2025 (For Board packet)

SUMMARY :

This is a presentation with discussion of the 2025 Westlake Academy student performance on the IB and AP Exams.

High School Student Performance 2025

IB and AP exams



IB Exams May 2025 session: Overview

- *Vision: Westlake Academy inspires college bound students to achieve their highest individual potential in a nurturing environment that fosters the traits found in the IB Learner Profile*
- **Westlake Academy overall results**
 - 59 out of 70 candidates earned their IB Diploma (84.3%)
 - This is above the global average (81.3%).
 - In 2024, US diploma pass rate was 65%; Texas was 54%.
 - A full breakdown of the IB results is available in [Appendix I](#)



IB Exams May 2025 session: Successes

- **Our 2025 diploma recipient rate is a 11% increase on 2024**
 - Success of 2024-25 action plan: identified 23 at risk students. Following intervention, 13 of them gained the IB Diploma.
- **Higher Level strengths:**
 - English Literature HL (taken by all 70 candidates) had a 100% pass rate
 - History HL (taken by 60 of our candidates) again achieved an average significantly above the global average. (5.05 to 4.26)
- **Strength across all components of Mathematics**
 - Math AA HL, and Math AA and AI SL all comfortably above corresponding global averages, with further consistent high scoring in Physics HL and SL.
- **Strength in Language Acquisition**
 - 93% pass rate across all levels of Spanish and French



IB Exams May 2025 session: Opportunities

- **Support higher individual achievement**
 - 2025 saw a drop in the percentage of exams that received a 6 or 7 (25.9% to 16.6%)
- **Support achievement in other HL areas beyond English and History**
 - Pass rate in Biology HL and Economics HL at 75% or below and average score below corresponding global averages
- **Review IB/AP aligned subjects**
 - Pass rate in IB ESS SL below 75%
- **Support higher achievement in the Extended Essay**
 - In the A and B range, the world percentage is 39% while the WA percentage is 17.16%.
 - Out of the 7 students who were one mark away from Diploma, 6 had 0 core points.



IB Exams May 2025 session: Action Plan

- **Support teachers with IB exam data analysis that is tied to goals and strategies for improvement**
 - Incorporate the IB ATLs into strategies (recommended by the IB in 2025 report)
 - Incorporate T-TESS faculty goal of working on dimension 1.2 (Data and assessment)
 - Incorporate more longitudinal data to track cohorts
 - Support more horizontal collaboration to address wider trends
- **Expand intervention/success plans for at-risk students**
 - Pilot scheme in 2025 identified 23 at risk students. Following intervention, 13 of them gained the IB Diploma.
- **Expand opportunities for 10th-grade students to access information about the DP to make best course selections.**
 - Use expanded advisory time for informational sessions
- **Increase support for EE students and supervisors**
 - Dedicate time for supervisors to analyze and discuss the EE rubrics and EE subject reports.
 - Effective use of DP advisory time through strategic planning and advisory teacher assignments.



AP Exams May 2025 session: Overview

Vision: Westlake Academy inspires college bound students to achieve their highest individual potential in a nurturing environment that fosters the traits found in the IB Learner Profile

At WA, AP classes are taught through an IB lens, emphasizing the Approaches to Learning and Approaches to Teaching, and supporting the Learner Profile attributes, while fostering assessment-capable learners in preparation for IB exams

It supports WA's success by:

- Highlighting student achievement through AP scholars and College Board national recognition Making our students more competitive in their college applications
- Highlighting school achievement through our College Board award of Platinum Status
- Raising school profile by contributing directly to high national rankings



AP Exams 2025 session: Successes

- **Individual high achievement**
 - 98 AP Scholars, including 40 with distinction (both a WA record)
 - 79% of the 517 exams scored a 3 or above (a WA record)
- **Achievement across subjects**
 - 12 out of the 15 AP subjects tested were above the national average
 - AP Humanities subjects remained consistently strong, with marked growth in achievement for Macroeconomics and Microeconomics.
 - Achievement in Physics and Precalculus remained especially impressive.
 - A full breakdown of AP results is available in [Appendix II](#)



AP Exams 2025 session: Opportunities and action plans

- **Opportunity: Support teachers with AP exam data analysis that is tied to goals and strategies for improvement**
 - Action: Incorporate the IB ATLs into strategies
 - Action: Incorporate T-TESS faculty goal of working on dimension 1.2 (Data and assessment)
- **Opportunity: Improve scheduling of one-semester AP courses**
 - Action: AP Government classes, which scored just below global average, will be scheduled entirely for the Spring in 2025-26.
- **Opportunity: Support teachers with AP exam preparation while maintaining fidelity to IB principles and DP content**
 - Action: Sept - April Instructional walkthroughs of AP/DP classes with feedback on fidelity to IB approaches to teaching and learning



IB and AP Results 2025: Overall summary

- Westlake Academy High School students taking IB and AP exams consistently outperformed global and national averages in 2025.
- AP assessments, taught with fidelity to the IB Approaches to Teaching and Learning, have brought College Board national recognition to a record number of individual WA students and to the school.
- New additions to the schedule for 2025-26 have been introduced to maximize student performance on the research elements of IB assessments.
- Teacher efficacy remains the biggest determinant of student success, and new additions have been made to further support instructional coaching and teacher-led analysis of student performance data.



Appendix I: Additional IB Exam Data for the May 2025 exam session



WA Diploma Enrollment

Graduation Year	# WA Graduates	# Diploma Candidates	% Graduates who were Diploma Candidates
2016	61	61	100%
2017	64	64	100%
2018	65	62	95.4%
2019	65	63	96.9%
2020	76	74	97.3%
2021	66	59	89.4%
2022	66	63	95.5%
2023	65	60	92.3%
2024	65	62	95.4%
2025	73	70	95.9%

Westlake is an IB for all school, which means every student enters the diploma programme, and exception some extenuating circumstances, are generally expected to fulfill all the requirements of the IB diploma.



Additional details about the awarding of the IB Diploma

- Diploma candidates take exams and an internal assessment in six subject areas (usually 3 higher level and 3 standard level) with each subject graded on a 1-7 scale (with 7 being the top mark)
 - Internal assessments are graded by subject teachers and externally moderated by IB examiners. They are usually worth 20% of the student's final grade.
 - Internal assessments vary depending on the subject, from oral assessments to research papers to practical laboratory reports.
- Diploma candidates must also complete an Extended Essay and the Theory of Knowledge course, where 3 core points are available.
- Students must receive **24 points**, with at least 12 points gained from 3 higher level courses. (The maximum score is 45)

WA Diploma Recipient Rate

Graduation Year	# Diplomas Earned	WA Diploma Recipient Rate	World Average Pass Rate
2016	38 (61)	62.3%	79.3%
2017	45(64)	70.3%	78.4%
2018	50 (62)	80.6%	78.2%
2019	57 (63)	90.5%	77.4%
2020*	67 (74)	90.5%	85.2%
2021*	53 (59)	89.8%	88.9%
2022*	58 (63)	92.1%	85.6%
2023	48 (60)	80.0%	79.7%
2024	47 (62)	75.8%	80.1%
2025	59 (70)	84.3%	81.3%

*For the 2020-2022 IB examination sessions, IB modified the requirements and grade boundaries for all subjects, inflating scores compared to typical sessions.

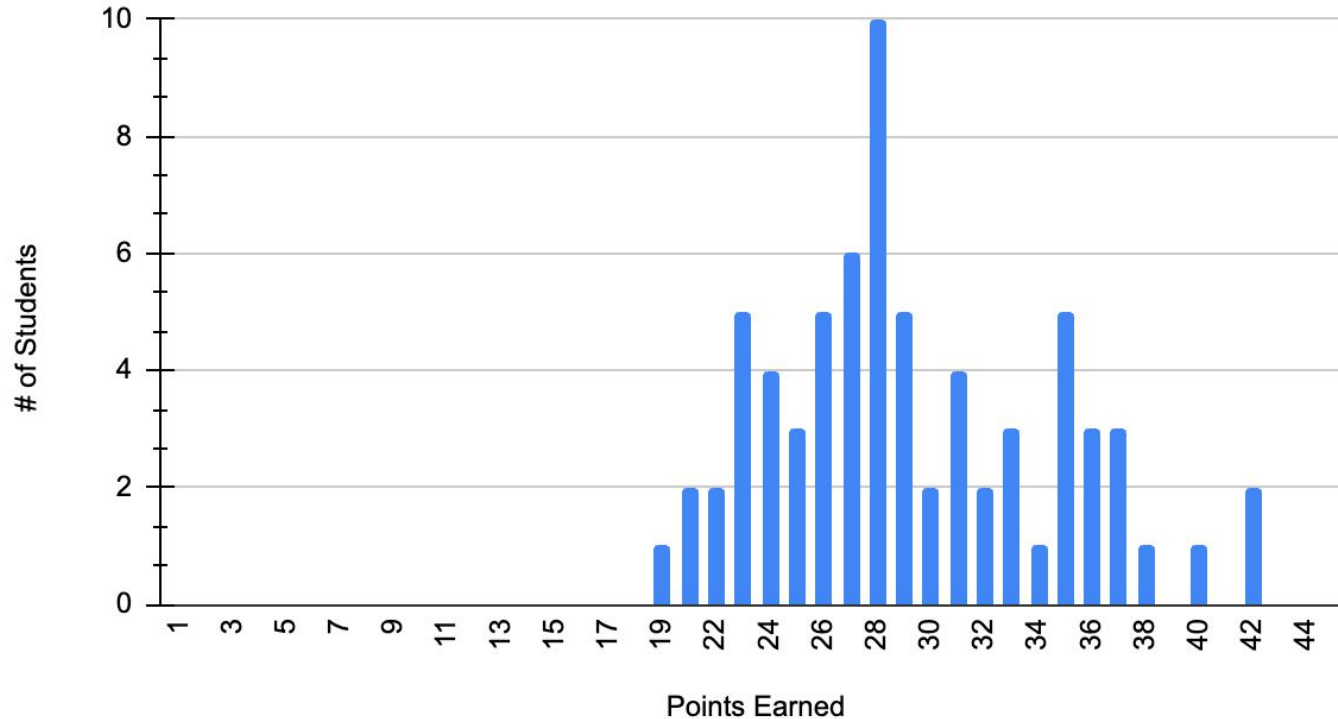


WA Diploma statistics

Year	# Diploma Candidates	Avg. Pts. Earned by Diploma Recipient	Avg. IB Subject Score Earned by Diploma Recipient	% of exams receiving a 6 or 7	Highest Point Total (out of 45)
2016	61	29	4.64	17.2%	39
2017	64	31	4.96	20.2%	44
2018	62	29	4.71	16.9%	37
2019	63	31	4.98	27.5%	41
2020	74	32	5.17	33.4%	41
2021	59	31	5.03	20.6%	41
2022	63	32	5.14	30.9%	44
2023	60	30	4.78	17.2%	42
2024	62	32	5.16	25.9%	41
2025	70	31	4.91	16.6%	42
World 2024	121,912	32.8	5.2		

Student Point Totals

WA May 2025 Diploma Totals



Group one results

Year	English A: Literature HL Average Grade (# of candidates)
2021 WA	4.98 (59)
2022 WA	4.91 (64)
2023 WA	4.88 (60)
2024 WA	4.90 (62)
2025 WA	4.77 (70)
2025 World	4.58

Black = above the global
average

Red = below the global average



Group two results

Year	Spanish HL	Spanish SL	Spanish AB	French SL	French AB
2021 WA	7.00 (1)	5.09 (46)	4.25 (4)	4.00 (8)	
2022 WA	6.00 (3)	4.92 (52)	5.00 (2)	4.71 (7)	
2023 WA	5.40 (5)	4.91 (34)	3.92 (12)	3.14 (7)	
2024 WA	5.43 (7)	4.62 (37)	4.82 (11)	5.83 (5)	
2025 WA	5.67 (6)	4.98 (45)	3.88 (8)	5.75 (8)	4.67 (3)
2025 World	5.19	4.89	4.89	5.07	4.72

Black = above the global
average

Red = below the global average



Group three results

Year	History of the Americas HL	Economics HL	Economics SL	Business Management HL
2021 WA	4.85 (41)	4.46 (35)	4.00	5.50 (18)
2022 WA	5.47 (53)	3.68 (19)	n/a	4.96 (25)
2023 WA	5.07 (45)	3.73 (26)	4.00 (5)	5.12 (17)
2024 WA	5.07 (45)	4.55 (29)	4.11 (9)	4.57 (14)
2025 WA	5.05 (60)	4.05 (20)	4.67 (3)	4.74 (19)
2025 World	4.26	5.14	4.90	4.94

Black = above the global average

Red = below the global average

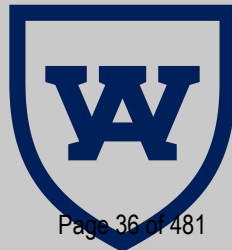


Group four results

Year	Biology HL	Biology SL	Chemistry SL	Physics SL	Physics HL	ESS SL	Comp Sci SL
2021 WA	4.73 (11)	4.82 (22)	4.20 (10)	5.43 (7)		4.39 (18)	5.00 (2)
2022 WA	4.30 (10)	5.13 (16)	4.71 (14)	6.19 (16)		4.32 (22)	5.29 (7)
2023 WA	3.44 (18)	3.92 (12)	4.50 (6)	5.00 (7)		4.17 (24)	3.91 (11)
2024 WA	4.35 (17)	4.38 (13)	5.44 (9)	5.90 (10)		4.36 (28)	3.83 (6)
2025 WA	4.19 (16)	4.25 (16)	4.63 (8)	5.40 (5)	6.00 (8)	4.03 (33)	4.90 (10)
2025 World	4.44	4.25	4.34	4.24	4.90	4.27	4.30

Black = above the global average

Red = below the global average

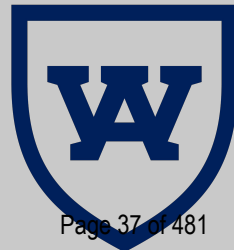


Group five results

Year	Mathematics: Analysis and Approaches HL	Mathematics: Analysis and Approaches SL	Mathematics: Applications and Interpretation SL
2021 WA	n/a	5.09 (34)	4.92 (25)
2022 WA	5.67 (12)	5.44 (27)	5.16 (25)
2023 WA	5.80 (5)	4.57 (28)	4.04 (27)
2024 WA	5.29 (7)	5.00 (13)	4.96 (41)
2025 WA	5.70 (10)	4.76 (25)	4.24 (34)
2025 World	4.90	4.49	3.87

Black = above the global
average

Red = below the global average

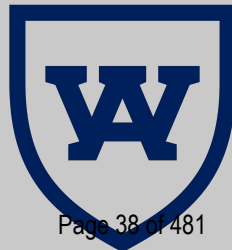


Group six results

Year	Visual Arts HL
2021 WA	4.75 (12)
2022 WA	4.20 (5)
2023 WA	4.67 (9)
2024 WA	3.80 (5)
2025 WA	3.83 (12)
2025 World	4.25

Black = above the global
average

Red = below the global average



2025 subject pass rate by WA students*

Subject	# students	Pass Rate %
English A: Lit HL	70	100%
French B AB	3	100%
French B SL	8	100%
Spanish AB SL	8	63%
Spanish B HL	6	100%
Spanish B SL	45	96%
Business Management HL	19	95%
Economics HL	20	75%
Economics SL	3	100%
History of Americas HL	60	97%
Env Systems Societies SL	33	73%

Subject	# students	Pass Rate %
Biology HL	16	69%
Biology SL	16	83%
Chemistry SL	8	88%
Computer Sc SL	10	90%
Physics SL	5	100%
Physics HL	8	88%
Mathematics: AA HL	10	100%
Mathematics: AA SL	25	84%
Mathematics: AI SL	34	68%
Visual Arts HL	12	75%

*On the 1-7 grading scale, a 4 is considered the minimum passing grade

Core Points: DP Core Matrix

The following matrix will be used for award of points for the theory of knowledge (TOK) and extended essay (EE).

TOK/EE	A	B	C	D	E
A	3	3	2	2	Failing condition
B	3	2	2	1	
C	2	2	1	0	
D	2	1	0	0	
E	Failing condition				

Source: *Handbook of procedures for the Diploma Programme 2017*, 152.

	% of 3s	% of 2s	% of 1s	% of 0s
WA 2024	0%	40.3%	25.8%	33.9%
WA 2025	2.86%	27.14%	40%	30%
World 2025	11.7%	45.5%	24.8%	17.9%

Extended Essay: % Grade Distribution

Year	A	B	C	D	E
2021 WA	8.33%	11.67%	56.67%	23.33%	0%
2022 WA	6.25%	23.44%	54.69%	15.63%	0%
2023 WA	8.33%	10.00%	51.67%	30.00%	0%
2024 WA	3.22%	20.97%	50.00%	24.19%	0%
2025 WA	2.86%	14.3%	52.9%	30%	0%
2025 World	10.9%	28.1%	41.5%	18.1%	0.7%



TOK Results: % Grade Distribution

Year	A	B	C	D	E
2021 WA	5.00%	15.00%	61.67%	16.67%	1.67%
2022 WA	3.12%	28.13%	57.81%	10.94%	0%
2023 WA	1.67%	13.3%	51.67%	33.33%	0%
2024 WA	3.2%	24.2%	53.2%	19.4%	0%
2025 WA	4.3%	24.3%	65.7%	5.7%	0%
2025 World	10.2%	37.2%	41.8%	10.0%	0.2%



APPENDIX II: AP exam data 2025

**AP exams are graded on a 1-5 scale, with 5 being
the highest**



WA AP participation and scores

WA AP Participation	2021	2022	2023	2024	2025
Total AP Students at WA	174	179	218	199	228
Total Number of WA AP Exams	279	334	440	494	517
% of Exams scoring 3 or above	59	55	67	77	79



WA AP Scholars

WA AP Scholars	2021	2022	2023	2024	2025
AP Scholar	22	34	36	30	36
AP Scholar with Honors	8	5	6	31	22
AP Scholar with Distinction	13	5	16	31	40
Total AP Scholars	43	44	58	92	98

AP scholar = score of 3 or higher on 3 or more exams

Honors = average score of 3.25 on all AP exams and scores of 3 or higher on 4 or more exams

Distinction = an average score of 3.5 on all AP exams AND scores of 3 or higher on 5 or more of these exams



WA AP Subject Results: MYP AP courses

		2021	2022	2023	2024	2025
Human Geography	# Exams	62	52	85	54	82
	WA	2.63	2.83	2.89	3.26	3.38
	USA	2.70	2.70	2.75	2.83	3.14
World History	# Exams	59	56	75	74	73
	WA	2.39	2.95	3.08	3.39	3.47
	USA	2.70	2.96	3.04	3.11	3.16
Computer Science	# Exams	32	42	58	41	39
	WA	3.06	2.74	2.83	3.32	3.18
	USA	3.00	2.91	2.90	2.90	2.87

Black = above the national average

Red = below the national average



WA AP Subject Results: MYP AP courses

		2021	2022	2023	2024	2025
Precalculus	# Exams				20	16
	WA				4.95	4.81
	USA				3.41	3.55
US Government	# Exams				77	71
	WA				3.23	3.25
	USA				3.37	3.34

WA AP Subject Results: DP Aligned courses*

		2021	2022	2023	2024	2025
Biology	# Exams	16	29	22	26	35
	WA	2.94	2.62	2.50	3.12	3.11
	USA	2.83	3.11	3.04	3.15	3.24
Environmental Science	# Exams	3	11	6	21	14
	WA	1.67	2.00	2.83	2.76	2.73
	USA	2.68	2.79	2.79	2.80	3.06
Physics 1	# Exams	21	11	15	12	12
	WA	3.38	3.82	3.27	3.92	4.17
	USA	2.42	2.47	2.55	2.59	3.12

* These are Year 1 IB DP courses, taken by grade 11 students, that are aligned wherever possible with AP content and skills.

Taking the relevant AP exam is optional for students, but they are encouraged to do so.



WA AP Subject Results: DP aligned courses

		2021	2022	2023	2024	2025
Macroeconomics	# Exams	8	30	41	29	30
	WA	2.00	1.63	3.15	3.10	3.57
	USA	2.74	2.71	3.08	3.13	3.20
Microeconomics	# Exams	28	7	36	24	27
	WA	2.00	2.30	2.97	3.29	3.67
	USA	2.96	2.93	3.25	3.24	3.24
US History	# Exams	36	45	45	59	66
	WA	3.67	2.60	3.18	3.64	3.66
	USA	2.53	2.57	2.54	3.23	3.30
Spanish	# Exams		10	9	11	11
	WA		3.30	3.67	3.73	4.00
	USA		3.23	3.25	3.23	3.24



WA AP Subject Results: DP aligned courses

		2021	2022	2023	2024	2025
Chemistry	# Exams			12	8	14
	WA			3.75	3.75	3.43
	USA			3.26	3.31	3.36

WA AP Subject Results:Non-aligned courses

		2021	2022	2023	2024	2025
English language	# Exams	26	34	26	26	32
	WA	3.73	3.29	3.12	3.23	3.66
	USA	2.86	2.83	2.82	2.79	3.19



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** F.1.
FROM: Dianna Buchanan, Town Secretary, Town Secretary's Office
SUBJECT: Consider and act to approve the Town Council/Board of Trustees Meeting Minutes for the following meetings: August 19, 2025 Regular Meeting; August 25, 2025 Special Meeting and August 28, 2025 Special Meeting.

ATTACHMENTS:

1. 08.19.2025 TC BOT Regular Meeting Minutes Draft
2. 08.25.2025 TC BOT Special Meeting Minutes Draft
3. 08.28.2025 TC BOT Special Meeting Minutes Draft

SUMMARY :

The August 19, 25 and 28, 2025 Town Council/Board of Trustees Meeting Minutes are attached for review and consideration of approval.

BACKGROUND AND DISCUSSION:

Approval of meeting minutes is a formal process ensuring accuracy, transparency, and compliance with the Texas Open Meetings Act. Meeting minutes must document a quorum being present, accurately reflect the meeting's proceedings, and record specific actions taken. Upon approval and execution, the minutes become the official transcript and permanent record of the meeting. Minutes of open meetings are considered public records and are available upon approval for inspection as outlined by the Texas Public Information Act upon request.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

Approve the meeting minutes as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Approve with Changes/Conditions

Motion to Deny

Motion to Continue or Table



Town Council/Board of Trustees
Town of Westlake
Council Chamber, 1500 Solana Blvd
Building 7, Suite 7100 Westlake, TX 76262



Tuesday, August 19, 2025, 4:00 PM
Meeting Minutes - Draft

The Town Council of the Town of Westlake also serves as the governing Board of Trustees for Westlake Academy. This agenda may contain both municipal and Westlake Academy items, which will be clearly identified. Town Council/Board of Trustees meetings are available for viewing online via live-stream or on-demand at <https://www.westlake-tx.org/787/Watch-Meetings-Live>. In an effort of meeting efficiency, any residents wishing to speak must submit a speaker request form to the Town Secretary prior to the start of the meeting.

Pursuant to Texas Government Code Section 551.127, one or more members of the Town Council may participate in this meeting by videoconference call. A quorum of the Town Council and the presiding officer will be present at the physical location of the meeting.

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

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

Mayor Greaves called the meeting to order at 4:00 p.m. and announced a quorum present.

COUNCIL PRESENT:

Mayor Kim Greaves
Council Member Michael Yackira
Council Member Todd Gautier

Mayor Pro Tem Tammy Reeves
Council Member Kevin Smith
Council Member T.J. Duane

STAFF PRESENT:

Town Manager Wade Carroll
Deputy Town Manager Jason Alexander
Town Secretary Dianna Buchanan
Finance Director Cayce Lay Lamas
Communications Director Jon Sasser
School Attorney Janet Bubert
Academy Finance Manager Marlene Rutledge

Head of School Dr. Kelly Ritchie
WA Dir of Innovation & Dev. Michelle Briggs
IT Director Jason Power
Assistant Public Works Director Kyle Flanagan
Town Attorney Matthew Boyle
Fire Chief John Ard
WA Accountability Director Darcy McFarlane

B. INVOCATION AND PLEDGES OF ALLEGIANCE

Rev. Alan Bentrup, St. Martin-in-the-Fields Episcopal Church, Southlake, provided the invocation. Mayor Greaves and Westlake Head of School Dr. Kelly Ritchie introduced Westlake Academy students Kai Wang-7th grade; Eli Wang-5th grade; and Evelyn Rehman-2nd grade, to assist with leading the pledges to the U.S. Flag and the Texas Flag. Pledges recited.

C. CITIZEN/PARENT 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. 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. Individual citizen comments are normally limited to three (3) minutes. 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.

There was no one to speak at this time.

D. 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.

D.1. Items of Community Interest

Communications Director Jon Sasser provided a summary of recent and upcoming events. Dr. Kelly Ritchie, Head of School, announced that the Texas Education Agency released the 2025 A-F accounting rating this week, and Westlake Academy received an A rating, scoring a total of 98 out of 100 points. Further, Westlake Academy has been recognized as the #1 Charter School in North Texas.

E. WORK SESSION ITEM

E.1. Town of Westlake FY 25-26 Budget Work Session

Finance Director Cayce Lay Lamas provided a presentation regarding the proposed Fiscal Year 2025-2026 Town budget, including projected revenues and expenditures. The proposed budget is based on a property tax rate of 18.5 cents per \$100 of assessed value, which is the maximum rate to be advertised but is not yet adopted. As proposed, the budget supports 55 full-time employees and a part-time judge position. Even with a property tax rate increase, the average homeowner tax bill will go down due to decreased assessed property values, and Westlake will still have the lowest property tax rate in the region. Town Council will hold the required public hearings to approve and levy the tax rate and approve the budget during the Town Council meeting on September 16th.

F. PRESENTATION WITH DISCUSSION

F.1. Presentation with discussion regarding the Town of Westlake's Stormwater Management Program (SWMP) and opportunity for public comments regarding the same.

Public Works Assistant Director Kyle Flanagan introduced Mandy Clark from Teague, Nall and Perkins, consultant to the Town, who presented the Town of Westlake's Stormwater Management Program (SWMP) and answered Town Council's questions. Mayor Greaves asked if anyone wanted to comment regarding the program. No one commented.

G. 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.

G.1. Act to approve the July 15, 2025 Town Council/Board of Trustees Regular Meeting Minutes.

Motion by Council Member Yackira and Motion Second by Council Member Smith to approve the Consent Agenda. Mayor Greaves called for the vote.

Motion approved unanimously.

H. REGULAR AGENDA ITEMS

H.1. Discuss, consider and act to approve a Maximum Tax Rate to consider and advertise.

Finance Director Cayce Lay Lamas provided an overview of the item. Motion by Council Member Smith and Motion Second by Council Member Yackira to approve a Maximum Tax Rate to Consider of \$0.18500 per \$100 of Value as presented. Mayor Greaves called for the vote.

Motion approved unanimously.

H.2. Discuss, consider, and act regarding Resolution 25-28 approving the First Amended Interlocal Agreement with the Northeast Fire Department Association (NEFDA) for mutual aid for fire and emergency medical services and authorizing execution by the Town Manager.

Presentation received from Fire Chief Ard. Motion by Council Member Yackira and Motion Second by Council Member Smith to approve Resolution 25-28 approving the First Amended Interlocal Agreement with the Northeast Fire Department Association (NEFDA) for mutual aid for fire and emergency medical services and authorizing execution by the Town Manager as presented. Mayor Greaves called for the vote.

Motion approved unanimously.

H.3. Discuss, consider and act to approve Resolution 25-30 authorizing contract with Driven Security to update Municipal Court Security.

Information Technology Director Jason Power provided a presentation regarding the item. Motion by Council Member Gautier and Motion Second by Mayor Pro Tem Reeves to approve Resolution 25-30 authorizing a contract with Driven Security to update Municipal Court Security as presented. Mayor Greaves called for the vote.

Motion approved unanimously.

H.4. Discuss, consider and act regarding WA Resolution 25-20 to approve an application for waiver for Staff Development Days for the 2025-2026 and 2026-2027 School Years.

Westlake Academy Director of Accountability Darcy McFarlane provided an overview of the request. Motion by Council Member Yackira and Motion Second by Council Member Smith to approve Resolution 25-20 approving an application for Staff Development Days for the 2025-2026 and 2026-2027 School Years as presented. Mayor Greaves called for the vote.

Motion approved unanimously.

- H.5. Discuss, consider and act regarding WA Resolution 25-21 to approve the amended Westlake Academy Employee Compensation Plan for the 2025-2026 School Year.

Dr. Kelly Ritchie provided an overview of the item which will update the plan to meet the legislative requirements of the recently approved House Bill 2. Motion by Council Member Gautier and Motion Second by Council Member Smith to approve WA Resolution 25-21 approving the amended Westlake Academy Employee Compensation Plan for the 2025-2026 School Year. Mayor Greaves called for the vote.

Motion approved unanimously.

- H.6. Discuss, consider, and act regarding WA Resolution 25-22 to approve the Westlake Academy Board of Trustees Policy 7.03 Personal Communications Devices Policy in compliance with Texas House Bill 1481.

Dr. Kelly Ritchie provided an overview of the item. House Bill 1481 approved by the Legislature requires all public school districts and open-enrollment charter schools to adopt a written policy prohibiting student use of personal communication devices during the instructional day no later than September 18, 2025. The timing of the mandated requirement did not provide staff with the opportunity to plan for a technology solution for older students. Staff is working to find short-term and long-term solutions and estimate the cost of any proposed solutions, and will report back to the Council. Motion by Council Member Gautier and Motion Second by Council Member Yackira to approve WA Resolution 25-22 to approve the Westlake Academy Board of Trustees Policy 7.03 Personal Communications Devices Policy in compliance with Texas House Bill 1481 with the condition that staff will bring back technology solutions for Council consideration as soon as possible. Mayor Greaves called for the vote.

Motion approved unanimously.

At this time, Mayor Greaves recessed the Regular Meeting for a 5-minute break. Mayor Greaves reconvened the Regular Meeting at 5:39 p.m.

- H.7. Discuss, consider, and act regarding WA Resolution 25-23 to amend Westlake Academy Board of Trustees Policy 6.07: Student Athletic/Extracurricular Program Eligibility in response to SB 401.

Dr. Ritchie provided an overview of the item which will modify the policy as required by the recently approved Texas Senate Bill 401. The wording for eligibility was discussed, and School Attorney Bubert provided alternative language for the same. Motion by Council Member Gautier and Motion Second by Council Member Yackira to approve WA Resolution 25-23 amending the Westlake Academy Board of Trustees Policy 6.07: Student Athletic/Extracurricular Program Eligibility in response to SB 401 with the amendment to change the proposed wording under **Policy Description**, second paragraph to read, "*Eligibility for participation in curricular or extracurricular activities managed or offered by Westlake Academy is available exclusively to students enrolled in Westlake Academy*". Mayor Greaves called for the vote.

Motion approved unanimously.

At this time, Mayor Greaves directed the meeting to Item H.10.

- H.8. Discuss, consider and act to approve WA Resolution 25-24 revising the Westlake Academy (WA) Board of Trustees Policy 5.09: *Westlake Academy Affiliate Groups* to

officially name the current recognized affiliate groups and to define the established guidelines for the relationship between WA and nonprofit organizations that work with WA.

This item was considered immediately following Executive Session. Motion by Mayor Pro Tem and Motion Second by Council Member Gautier to approve WA Resolution 25-24 revising the Westlake Academy Board of Trustees Policy 5.09: Westlake Academy Affiliate Groups to officially name the current recognized affiliate groups to define the established guidelines for the relationship between Westlake Academy and nonprofit organizations that work with Westlake Academy as presented.

Motion approved unanimously.

H.9. Discuss, consider and act to authorize legal counsel to take necessary action to depose Westlake Academy Athletic Club (WAAC) representatives and/or to report noncompliance by the WAAC in an effort to obtain financial information related to funds collected on the behalf of Westlake Academy.

Motion by Council Member Duane and Motion Second by Council Member Smith to authorize legal counsel to take necessary action to depose Westlake Academy Athletic Club (WAAC) representatives and/or to report noncompliance by the WAAC in an effort to obtain financial information related to funds collected on behalf of Westlake Academy. Mayor Greaves called for the vote.

Motion approved unanimously.

Mayor Greaves directed the meeting to Future Agenda Items.

H.10. Discuss, consider and act to excuse Mayor and Council absences, if any.

This item was considered immediately following Item H.7. Motion by Council Member Yackira and Motion Second by Mayor Pro Tem Reeves to excuse the absence of Council Member Gautier from the Regular Meeting held July 15, 2025. Mayor Greaves called for the vote.

Motion approved unanimously.

Mayor Greaves announced that consideration of Items H.8. and H.9. will be deferred until after Executive Session is held.

Mayor Greaves recessed the Regular Meeting to Executive Session at 5:50 p.m.

I. 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:

- I.1. Section 551.071: Consultation with and legal advice from Town Attorney regarding the expansion of Westlake Academy Arts and Science building.
- I.2. Section 551.071: Consultation with and legal advice from Academy Attorney regarding Westlake Academy Affiliate Group: Westlake Academy Athletic Club (WAAC).
- I.3. Section 551.071(2): Consultation with Attorney: To receive legal advice from bond counsel regarding review of recent bond issuance.

- I.4. Section 551.074(1): Deliberation regarding Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, of a public officer or employee: Head of School Annual Evaluation.

Mayor Greaves reconvened the Regular Session from Executive Session at 8:21 p.m. and directed the meeting to Item H.8.

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

K. FUTURE AGENDA ITEMS

None were mentioned.

L. STAFF RECAP OF COUNCIL DIRECTION

Town Manager Carroll noted Dr. Ritchie and I.T. staff will report at the next meeting regarding the use of personal devices and I.T. solutions for Westlake Academy students.

M. ADJOURNMENT

Mayor Greaves adjourned the meeting at 8:23 p.m.

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.

ATTEST:

Kim Greaves, Mayor

Town Secretary Dianna Buchanan



Town Council/Board of Trustees
Town of Westlake
Council Chamber, 1500 Solana Blvd
Building 7, Suite 7100 Westlake, TX 76262



Monday, August 25, 2025, 4:00 PM
Meeting Minutes - Draft

The Town Council of the Town of Westlake also serves as the governing Board of Trustees for Westlake Academy. This agenda may contain both municipal and Westlake Academy items, which will be clearly identified. Town Council/Board of Trustees meetings are available for viewing online via live-stream or on-demand at <https://www.westlake-tx.org/787/Watch-Meetings-Live>. In an effort of meeting efficiency, any residents wishing to speak must submit a speaker request form to the Town Secretary prior to the start of the meeting.

Pursuant to Texas Government Code Section 551.127, one or more members of the Town Council may participate in this meeting by videoconference call. A quorum of the Town Council and the presiding officer will be present at the physical location of the meeting.

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

A. CALL SPECIAL MEETING TO ORDER AND ANNOUNCE A QUORUM PRESENT

Mayor Greaves called the Special Meeting to order at 4:00 p.m. and announced a quorum present.

COUNCIL PRESENT:

Mayor Kim Greaves	Mayor Pro Tem Tammy Reeves
Council Member Todd Gautier	Council Member Michael Yackira
Council Member T.J. Duane	Council Member Kevin Smith

STAFF PRESENT:

Town Manager Wade Carroll	Deputy Town Manager Jason Alexander
Director of Public Works Cheryl Taylor	Assistant Director PW Kyle Flanagan
Town Secretary Dianna Buchanan	I.T. Network Admin. Duston McCready
Town Attorney Alex Crowley	Communications Director Jon Sasser

B. PRESENTATION AND PUBLIC HEARING

- B.1. Receive the Roadway, Water and Wastewater Impact Fee Study Report prepared by consultant Freese and Nichols and Conduct a Public Hearing to receive comments from citizens and other interested parties concerning the potential adoption and imposition of roadway, water and wastewater impact fees.

Director of Public Works Cheryl Taylor provided introductory comments for the item. Town Council will receive the Roadway, Water and Wastewater Impact Fee Study Report prepared by consulting firm Freese and Nichols. Then the second required public hearing will be held to receive public input. Ms. Taylor introduced Andrew Franko, Freese and Nichols, to provide an overview of the impact fee study report, including impact fee calculations and benchmarking. The presentation included reporting from Eddie Haas of Freese and Nichols as well. The Capital Improvements Advisory Committee (CIAC) was formed by Town Council and directed to study and develop a Water, Wastewater, and Roadway Impact Fee Program. The CIAC met with Town staff and consultants Freese and Nichols to develop the program. CIAC approved the Land Use Assumption and the Capital Improvements Plan at their June 11, 2025 meeting and the Impact Fee Calculations at their August 11, 2025 meeting. Town Council received the report.

Mayor Greaves opened the public hearing and asked if there was anyone that desired to speak regarding the item? There was no one to speak, and Mayor Greaves closed the public hearing.

C. ACTION ITEM

- C.1. Discuss, consider and act to approve and adopt Ordinance No.1028 amending the Town of Westlake Code of Ordinances by amending Chapter 82 titled "Subdivisions", to establish Article XV. entitled "Impact Fees"; establishing water, wastewater and roadway capital impact fees; establishing a maximum allowable impact fee per service unit; establishing procedures for the assessment, computation, collection, deposit, refund, expenditure and general administration of said impact fees; establishing an appeal procedure; establishing an effective date of August 25, 2025; providing for penalties; providing a severability clause; and finding and determining that the meeting at which this Ordinance is adopted is open to the Public as required by law.

The CIAC recommends the Town Council approve the Water, Wastewater, and Roadway Impact Fee Program and the supporting policy/collection considerations as follows:

*Approval of the calculated credited maximum (50%) cost rate per service unit, as defined below:

- Water Service Area: \$5,359 (base meter size)
- Wastewater Service Area: \$2,801 (base meter size)
- Roadway Service Area: \$1,034 per vehicle-mile; and

*Implementation of the Impact Fee Program, and the Town Council consider collecting up to the maximum allowable cost per service unit.

Staff also recommends approval of Ordinance 1028 as presented to be effective August 25, 2025.

Motion by Council Member Duane and Motion Second by Council Member Yackira to approve Ordinance 1028 as recommended by the Capital Improvements Advisory Committee and as presented. Mayor Greaves called for the vote. Votes in the affirmative from Tammy Reeves, Todd Gautier, Michael Yackira, T.J. Duane and Kevin Smith.

Motion approved unanimously.

D. ADJOURNMENT

Mayor Greaves adjourned the Special Meeting at 4:39 p.m.

ATTEST:

Kim Greaves, Mayor

Town Secretary Dianna Buchanan



Town Council/Board of Trustees
Town of Westlake
Council Chamber, 1500 Solana Blvd
Building 7, Suite 7100 Westlake, TX 76262



Thursday, August 28, 2025, 4:00 PM

Meeting Minutes - Draft

The Town Council of the Town of Westlake also serves as the governing Board of Trustees for Westlake Academy. This agenda may contain both municipal and Westlake Academy items, which will be clearly identified. Town Council/Board of Trustees meetings are available for viewing online via live-stream or on-demand at <https://www.westlake-tx.org/787/Watch-Meetings-Live>. In an effort of meeting efficiency, any residents wishing to speak must submit a speaker request form to the Town Secretary prior to the start of the meeting.

Pursuant to Texas Government Code Section 551.127, one or more members of the Town Council may participate in this meeting by videoconference call. A quorum of the Town Council and the presiding officer will be present at the physical location of the meeting.

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

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

Mayor Greaves called the Special Meeting to order at 4:01 p.m. and announced a quorum present.

COUNCIL PRESENT:

Mayor Kim Greaves

Council Member Todd Gautier

Council Member T.J. Duane

Mayor Pro Tem Tammy Reeves (arrived at 4:09 pm.)

Council Member Michael Yackira

Council Member Kevin Smith

STAFF PRESENT:

Head of School Dr. Kelly Ritchie

I.T. Director Jason Power

Communications Director Jon Sasser

Town Secretary Dianna Buchanan

School Attorney Janet Bubert

B. CITIZEN/PARENT 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.

There was no one to speak at this time.

C. REGULAR AGENDA ITEMS

- C.1. Discuss, consider and act to amend and approve the Westlake Academy Head of School's employment contract.

Mayor Greaves directed the meeting to Item D. Executive Session at this time.

D. 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 Town Attorney/Westlake Academy Attorney for the following:

Mayor Greaves recessed the Regular Meeting to Executive Session at 4:01:30 p.m. and announced Section D.1.

- D.1. Section 551.074(1): Deliberation regarding Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, of a public officer or employee: Head of School Annual Evaluation.

Mayor Greaves reconvened the Regular Meeting from Executive Session at 4:24 p.m.

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

As a result of Executive Session, Motion by Council Member Michael Yackira and Motion Second by Mayor Pro Tem Tammy Reeves to approve the Westlake Academy Head of School's employment contract. Mayor Greaves called for the vote. Votes in the affirmative from Tammy Reeves, Todd Gautier, Michael Yackira, T.J. Duane and Kevin Smith. Motion approved unanimously.

F. ADJOURNMENT

Mayor Greaves adjourned the Special Meeting at 4:24:30 p.m.

ATTEST:

Kim Greaves, Mayor

Town Secretary Dianna Buchanan



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** F.2.
FROM: Dianna Buchanan, Town Secretary, Town Secretary's Office
SUBJECT: Consider and act to approve Resolution 25-29 adopting the Fiscal Year 2025-2026
Town Council | Board of Trustees Meeting Calendar.

ATTACHMENTS:

1. Res 25-29 fY 2526 TC BoT Meeting Calendar
2. Exhibit A TC BOT FY 25 26 Meeting Calendar

SUMMARY :

For consideration of approval is the FY 25-26 Regular Town Council | Board of Trustees Meeting Calendar.

BACKGROUND AND DISCUSSION:

The Town Council reviews and approves the regular Town Council | Board of Trustees TC/BoT Meeting Calendar annually. The attached proposed Fiscal Year 2025-2026 TC/BoT Meeting Calendar has been prepared considering multiple factors including national and school holidays. If a need arises for the governing body to meet other than the proposed dates, a special meeting can be called (noticed 3 business days prior to the meeting day). Once the final calendar is approved, it is the basis to schedule other town business activities, including the development review and committee meeting schedules. Meetings typically will begin at 5 p.m., however, each posted agenda should be reviewed for the meeting's start time. Town Council should review the calendar and bring forward suggested changes or additions prior to consideration of approval.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

Staff recommends Town Council approve Resolution 25-29, approving the Fiscal Year 2025-2026 Town Council | Board of Trustees Meeting Calendar.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Approve with Changes/Conditions

Motion to Deny

Motion to Continue or Table

TOWN OF WESTLAKE

RESOLUTION NO. 25-29

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, APPROVING THE FISCAL YEAR 2025-2026 MEETING CALENDAR FOR THE TOWN COUNCIL AND 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 Fiscal Year 2025-2026 regular meeting dates are hereby established in accordance with the attached calendar labeled *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 Fiscal Year 2025-2026 regular meeting schedule as shown in the attached meeting calendar labeled 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 16th DAY OF SEPTEMBER 2025.

ATTEST:

Kim Greaves, Mayor

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney

EXHIBIT A



TOWN COUNCIL | BOARD OF TRUSTEES DRAFT FY 25-26 MEETING CALENDAR MEETING ONCE EACH MONTH ON 3RD TUESDAY

OF NOTE: March 26 Meeting Moved to 4th Tuesday due to WA Spring break

October 2025

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 2025

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 2025

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			

January 2026

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 Year's Day 1/1 & MLK 1/19)

February 2026

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

(Presidents' Day 2/16)

March 2026

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 3/16-3/20)

April 26

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		

(Good Friday 4/3)

May 26

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 5/25)

June 26

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				

(Juneteenth 6/19)

July 26

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	

(Independence Day Observed 7/3)

August 26

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 26

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 9/7)

Holidays

Council/BOT Meeting

Winter/Spring Break



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** F.3.
FROM: Cheryl Taylor, Public Works Director, Town Secretary's Office
SUBJECT: Consider and act to approve Resolution 25-33 appointing representatives for the Town of Westlake as the Voting Member and Alternate for the City of Fort Worth Water and/or Wastewater System Advisory Committee for October 1, 2025 thru September 30, 2026.

ATTACHMENTS:

1. Resolution 25-33
2. CoFW W WW System Advisory Committee Appointments

SUMMARY :

Approval of the attached Resolution 25-33 will appoint the Director of Public Works, Cheryl Taylor, P.E., as the Voting Member from the Town of Westlake for the committee, and Deputy Director of Public Works, Kyle Flanagan, as the Alternate Member.

BACKGROUND AND DISCUSSION:

The Town of Westlake contracts with the City of Fort Worth for Wholesale Water Services. Under the terms of the Wholesale Contract for Services, the Town of Westlake is a Voting Member of the Wholesale Water and Wastewater Customer Advisory Committee. Town Council must take action to appoint staff representatives from the Town of Westlake to serve as the Voting Member and the Alternate Member for this committee. Customarily the Voting Member is the Town's Public Works Director. The City of Worth is requesting the Voting Member be updated annually. Approval of the attached Resolution 25-33 will appoint the Director of Public Works, Cheryl Taylor, P.E., as the Voting Member from the Town of Westlake for the committee, and Deputy Director of Public Works, Kyle Flanagan, as the Alternate Member. The City of Fort Worth requires the appointment form to be updated annually.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

Staff recommends Town Council approve Resolution 25-33 as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Approve with Changes/Conditions

Motion to Deny

Motion to Continue or Table

TOWN OF WESTLAKE

RESOLUTION NO. 25-33

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS,
APPROVING THE VOTING MEMBER AND ALTERNATE FOR THE CITY OF FORT
WORTH WATER AND/OR WASTEWATER SYSTEM ADVISORY COMMITTEE FOR
OCTOBER 1, 2025 THRU SEPTEMBER 30, 2026**

WHEREAS, the Town Council of the Town of Westlake recognizes the need to maintain and protect the public water system to serve its residents; and,

WHEREAS, the City of Fort Worth provides wholesale water services to the Town of Westlake; and,

WHEREAS, the Town of Westlake is a voting member of the Wholesale Water and Wastewater Customer Advisory Committee; and,

WHEREAS, the voting member of each customer city is customarily the Public Works Director; and,

WHEREAS, the City of Fort Worth requires the appointment to be updated annually; and,

WHEREAS, approval of this resolution will appoint the Director of Public Works as the voting member and the Deputy Director of Public Works as the Alternate Member; 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 Council for the Town of Westlake does hereby appoint the Director of Public Works, Cheryl Taylor, P.E. as the voting member of the committee and the Deputy Director of Public Works, Kyle Flanagan, as the Alternate Member from the Town of Westlake for the committee.

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 16th DAY OF SEPTEMBER 2025.

Kim Greaves, Mayor

ATTEST:

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney

Exhibit “A”
City of Fort Worth Appointment Form
Wholesale Water and Wastewater Advisory Committee



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** F.4.
FROM: Wade Carroll, Town Manager, Town Secretary's Office
SUBJECT: Consider and act to adopt Ordinance 1035 approving and updating the 2025 Solana Public Improvement District Service and Assessment Plan and Assessment Roll.

ATTACHMENTS:

1. Ord 1035 Solana PID SAP Annual Update
2. Exhibit A 2025 Solana PID SAP Annual Update

SUMMARY :

The annual Service and Assessment Plan (SAP) and Assessment Roll for the Solana Public Improvement District (PID) is provided for consideration of Town Council approval as required by Sections 372.013 and 372.014 of the Public Improvement District Assessment Act, Chapter 372, Texas Local Government Code (the "PID Act").

BACKGROUND AND DISCUSSION:

The annual Service and Assessment (SAP) and Assessment Roll for the Solana PID has been prepared by the Town's contracted PID consultant, P3 Works, and is attached for Town Council review and consideration of approval. The Solana PID was created in 2014 and the SAP and Assessment Roll have been updated annually as required by the Local Government Code. Upon approval by Town Council, the Assessment Roll will be provided to the Tarrant County Appraisal District to be included in the next cycle of ad valorem tax bills.

FISCAL IMPACT:

TBD

LEGAL REVIEW:

N/A

RECOMMENDATION:

Staff recommends adoption of Ordinance 1035 as presented to Approve and Update the Solana Public Improvement District Service and Assessment Plan and Assessment Roll.

ACTION OPTIONS:

Motion to Approve as Presented	Motion to Deny
Motion to Approve with Changes/Conditions	Motion to Continue or Table

TOWN OF WESTLAKE, TEXAS

ORDINANCE NO. 1035

**SOLANA PUBLIC IMPROVEMENT DISTRICT 2025 SUPPLEMENTAL SERVICE
AND ASSESSMENT PLAN AND ASSESSMENT ROLL**

**A SUPPLEMENTAL ORDINANCE OF THE TOWN COUNCIL OF THE
TOWN OF WESTLAKE, TEXAS UPDATING THE SOLANA PUBLIC
IMPROVEMENT DISTRICT OF THE TOWN OF WESTLAKE SERVICE
AND ASSESSMENT PLAN AND ASSESSMENT ROLL**

WHEREAS, the Public Improvement District Assessment Act, Texas Local Government Code, Chapter 372, as amended (the “Act”) authorizes the governing body (the “Town Council”) of the Town of Westlake, Texas (the “Town”) to create a public improvement district within the Town or the extraterritorial jurisdiction of the Town; and

WHEREAS, by Resolution 14-07 adopted by the Town Council on February 24, 2014, after notice and a public hearing in the manner required by law, the Town Council of the Town of Westlake, Texas approved and authorized the creation of the Solana Public Improvement District of the Town of Westlake; and

WHEREAS, the Town Council, pursuant to Section 372.016(b) of the Public Improvement District Assessment Act, Chapter 372, Texas Local Government Code (the “PID Act”) PID Act, published notice of the Levy and Assessment Hearing on December 22, 2104, in the Star-Telegram, a newspaper of general circulation in the Town; and

WHEREAS, on January 15, 2015, after notice and a public hearing conducted in the manner required by law, the Town Council adopted Ordinance No. 741 approving the Solana Public Improvement District Service and Assessment Plan and Assessment Roll and the levy of assessments on property in the District; and

WHEREAS, on January 15, 2015, the Town Council convened the Levy and Assessment Hearing and adopted Ordinance No. 743, authorizing the issuance of bonds secured by the assessments levied pursuant to the Assessment Ordinance; and

WHEREAS, on January 28, 2018, after notice and a public hearing conducted in the manner required by law, the Town Council adopted Ordinance No. 843 approving the Solana Public Improvement District Service and Assessment Plan and Assessment Roll and the levy of the Part – B Assessment pertaining to the Parking Garage on property in the District; and

WHEREAS, on August 24, 2020, Town Council adopted Ordinance 912 that updated the SAP; and

WHEREAS, on August 23, 2021, Town Council adopted Ordinance 930 that updated the SAP; and

WHEREAS, on August 29, 2022, Town Council adopted Ordinance 951 that updated the SAP; and

WHEREAS, on August 7, 2023, Town Council adopted Ordinance 974 that updated the SAP; and

WHEREAS, on August 19, 2024, after notice and a public hearing conducted in the manner required by law, the Town Council adopted Ordinance 1003 approving the 2024 Amended and Restated Solana Public Improvement District Service and Assessment Plan and Assessment Roll and the levy of assessments on property in the District; and

WHEREAS, the Service and Assessment Plan and Assessment Roll is required to be reviewed and updated annually as described in Sections 372.013 and 372.014 of the PID Act; and

WHEREAS, the Town Council now desires to proceed with the adoption of this Ordinance for the Annual Service Plan Update (attached as “EXHIBIT A”) and the updated Assessment Roll attached thereto, in conformity with the requirements of the PID Act; and

WHEREAS, the Town Council finds the passage of this Ordinance to be in the best interest for the citizens of Westlake.

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

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 Solana Annual Service Plan Update and updated Assessment Roll attached hereto as “Exhibit A” are accepted as provided.

SECTION 3: If any portion of this Ordinance 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 Ordinance without the invalid provision.

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: 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, Texas, 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 16TH DAY OF SEPTEMBER, 2025.

TOWN OF WESTLAKE, TEXAS

Mayor Kim Greaves

ATTEST:

Town Secretary Dianna Buchanan

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney



TOWN OF WESTLAKE, TEXAS SOLANA
PUBLIC IMPROVEMENT DISTRICT
2025 ANNUAL SERVICE PLAN UPDATE

SEPTEMBER 16, 2025

INTRODUCTION

Capitalized terms used in this 2025 Annual Service Plan Update shall have the meanings set forth in the 2024 Amended and Restated Service and Assessment Plan (the “A&R SAP”) or the Development Agreement, Financing Agreement, and Reimbursement Agreements, as applicable.

The District was created pursuant to the PID Act by Resolution No. 14-07 on February 24, 2014, by the Town Council to finance certain Authorized Improvements for the benefit of the property in the District.

On January 15, 2015, the Town Council (1) approved the Service and Assessment Plan for the District by adopting Ordinance No. 741 which approved the levy of Assessments for Assessed Property within the District and approved the Assessment Roll; (2) approved the Financing Agreement and Assessment Part A Reimbursement Agreement by adopting Ordinance No. 742; and (3) issued the Series 2015 Bonds by adopting Ordinance No. 743 in the aggregate principal amount of \$26,175,000 to finance, refinance, provide or otherwise assist in the acquisition, construction and maintenance of the public improvements provided for the benefit of the property in the District.

On September 19, 2016, the Town Council adopted Ordinance No. 796, which approved the 2016 Annual Service Plan Update and updated the Assessment Roll for 2016.

On November 21, 2017, the Town Council adopted Ordinance No. 838, which approved the 2017 Annual Service Plan Update and updated the Assessment Roll for 2017.

On January 29, 2018, the Town Council adopted Ordinance No. 843, which approved the levy of Assessments on Improvement Area #1 Assessed Property and approved the Annual Service Plan Update and Assessment Roll for Assessment Part B for the Reimbursement Agreement – Part B in the aggregate principal amount of \$2,425,000 secured by Assessments.

On August 22, 2018, the Town Council adopted Ordinance No. 861, which approved the 2018 Annual Service Plan Update and updated the Assessment Roll for 2018. The 2018 Annual Service Plan Updated served to update both the Service and Assessment Plan and the Annual Service Plan for Assessment Part B.

On August 26, 2019, the Town Council adopted Ordinance No. 890, which approved the 2019 Annual Service Plan Update and updated the Assessment Roll for 2019.

On August 24, 2020, the Town Council adopted Ordinance No. 912, which approved the 2020 Annual Service Plan Update and updated the Assessment Roll for 2020.

On August 23, 2021, the Town Council adopted Ordinance No. 930, which approved the 2021 Annual Service Plan Update and updated the Assessment Roll for 2021.

On August 28, 2022, the Town Council adopted Ordinance No. 951, which approved the 2022 Annual Service Plan Update and updated the Assessment Roll for 2022.

On August 7, 2023, the Town Council adopted Ordinance No. 974, which approved the 2023 Annual Service Plan Update and updated the Assessment Roll for 2023.

On August 19, 2024, the Town Council adopted Ordinance No. 1003, which approved the 2024 Amended and Restated Service and Assessment Plan (the “A&R SAP”). The 2024 Amended and Restated Service and Assessment Plan amended and restated the original Service and Assessment Plan in its entirety for the purposes of (1) redeeming Series 2015 Bonds; (2) terminating Reimbursement Agreement – Part A; (3) allocating Assessment Part A and Assessment Part B to the Gas Well Pad Site; and (4) updating the Assessment Rolls for 2024.

The 2024 Amended and Restated Service and Assessment Plan identified the Authorized Improvements to be constructed for the benefit of the Assessed Parcels within the District, the costs of the Authorized Improvements, the indebtedness to be incurred for the Authorized Improvements, and the manner of assessing the property in the District for the costs of the Authorized Improvements. Pursuant to the PID Act, the 2024 Amended and Restated Service and Assessment Plan must be reviewed and updated annually. This document is the Annual Service Plan Update for 2025.

The Town Council also adopted an Assessment Roll identifying the Assessments on each Lot within the District, based on the method of assessment identified in the Service and Assessment Plan. This 2025 Annual Service Plan Update also updates the Assessment Roll for 2025.

DEFINITIONS

“Annual Service Plan Update” means an update to the 2024 Amended and Restated Service and Assessment Plan prepared no less frequently than annually by the Administrator and approved by the Town Council.

“Assessment Part A Reimbursement Agreement” means that certain Reimbursement Agreement, effective January 15, 2015 entered into by and between the Town and Developer, in which the Developer, either directly or through affiliates, agrees to construct Improvement Project A, and to fund certain Actual Costs of Improvement Project A, and the Town agrees to reimburse the Developer for Actual Costs of Improvement Project A paid solely from the revenue collected by the Town from the Assessment Part A, including Annual Installments Part A.

“Assessment Part A Reimbursement Obligation” means an amount not to exceed \$29,575,000 secured by the Assessment Part A to be paid to the Developer pursuant to the Assessment Part A Reimbursement Agreement. As of the approval of this 2025 Annual Service Plan Update, the outstanding balance of the Assessment Part A Reimbursement Obligation is \$0.

“Assessment Part B Reimbursement Agreement” means that certain Reimbursement Agreement, effective January 29, 2018 entered into by and between the Town and Developer, in which the Developer, either directly or through affiliates, agrees to construct Improvement Project B, and to fund certain Actual Costs of Improvement Project B, and the Town agrees to reimburse the Developer for Actual Costs of Improvement Project B paid solely from the revenue collected by the Town from the Assessment Part B, including Annual Installments Part B.

“Assessment Part B Reimbursement Obligation” means an amount not to exceed \$2,425,000 secured by the Assessment Part B to be paid to the Developer pursuant to the Assessment Part B Reimbursement Agreement. The Annual Installments for Assessment Part B Reimbursement Obligation are shown on **Exhibit B-2**. The portion of the Annual Installment Part B for the Assessment Part B Reimbursement Obligation is shown on **Exhibit B-2** and is subordinate to any PID Bonds secured by Assessment Part B, if and when issued. As of the approval of this 2025 Annual Service Plan Update, the outstanding balance of the Assessment Part B Reimbursement Obligation is \$1,546,351.97.

“Financing Agreement” means that certain Construction, Funding and Acquisition Agreement dated as of January 15, 2015 and approved by Ordinance No. 742.

“Improvement Area #1 Assessment Roll” means the Assessment Roll for the Improvement Area #1 Assessed Property, as updated, modified, or amended from time to time in accordance with the procedures set forth herein and in the PID Act, including any updates prepared in connection

with the issuance of PID Bonds or any Annual Service Plan Updates. The Improvement Area #1 Assessment Roll is included in this 2025 Annual Service Plan Update as **Exhibit A-1**.

“Improvement Area #2 Assessment Roll” means the Assessment Roll for the Improvement Area #2 Assessed Property, as updated, modified, or amended from time to time in accordance with the procedures set forth herein and in the PID Act, including any updates prepared in connection with the issuance of PID Bonds or any Annual Service Plan Updates. The Improvement Area #2 Assessment Roll is included in this 2025 Annual Service Plan Update as **Exhibit A-2**.

“Improvement Area #3 Assessment Roll” means the Assessment Roll for the Improvement Area #3 Assessed Property, as updated, modified, or amended from time to time in accordance with the procedures set forth herein and in the PID Act, including any updates prepared in connection with the issuance of PID Bonds or any Annual Service Plan Updates. The Improvement Area #3 Assessment Roll is included in this 2025 Annual Service Plan Update as **Exhibit A-3**.

“Improvement Area #3 Initial Parcel” all of the Improvement Area #3 Assessed Property against which Improvement Area #3’s allocable portion of Assessment Part A and Assessment Part B is levied, as shown on the Improvement Area #3 Assessment Roll.

“Land Use Class” means a classification of final building Lots with similar characteristics (e.g. lot size, home product, use, etc.), as determined by the Administrator and confirmed by the Town Council. Equivalent Units are calculated for each Land Use Class in each Improvement Area based on the relative average construction cost per unit of each Land Use Class. The average construction cost for each Land Use Class in each Improvement Area is calculated based on the estimated average square feet of each unit of residential Land Use Class or 1,000 square feet of each commercial Land Use Class, as applicable, and the estimated average construction cost per square foot of each Land Use Class.

“Land Use Class 1” means a Lot within Improvement Area #1 marketed to homebuilders as a condo with more than 3,600 square feet. The buyer disclosure for Land Use Class 1 is attached as **Exhibit E**.

“Land Use Class 2” means a Lot within Improvement Area #1 marketed to homebuilders as a condo with between 2,500 and 3,600 square feet. The buyer disclosure for Land Use Class 2 is attached as **Exhibit E**.

“Land Use Class 3” means a Lot within Improvement Area #1 marketed to homebuilders as a condo with less than 2,500 square feet. The buyer disclosure for Land Use Class 3 is attached as **Exhibit E**.

“Land Use Class 4” means a Lot within Improvement Area #2 marketed to homebuilders as a villa – west residential with more than 3,600 square feet. The buyer disclosure for Land Use Class 4 is attached as **Exhibit E**.

“Land Use Class 5” means a Lot within Improvement Area #2 marketed to homebuilders as a villa – west residential with between 2,500 and 3,600 square feet. The buyer disclosure for Land Use Class 5 is attached as **Exhibit E**.

“Land Use Class 6” means a Lot within Improvement Area #2 marketed to homebuilders as a villa – west residential with less than 2,500 square feet. The buyer disclosure for Land Use Class 6 is attached as **Exhibit E**.

“Land Use Class 7” means a Lot within Improvement Area #3 marketed to homebuilders as a villa – east residential with more than 3,600 square feet. Since there is no longer any Assessed Property in Improvement Area #3 classified as Land Use Class 7, this Land Use Class is obsolete.

“Land Use Class 8” means a Lot within Improvement Area #3 marketed to homebuilders as a villa – east residential with less than 2,500 square feet. Since there is no longer any Assessed Property in Improvement Area #3 classified as Land Use Class 8, this Land Use Class is obsolete.

“Land Use Class 9” means a Lot within Improvement Area #3 marketed to homebuilders as a villa – east residential with less than 2,500 square feet. Since there is no longer any Assessed Property in Improvement Area #3 classified as Land Use Class 9, this Land Use Class is obsolete.

“Land Use Class 10” means an Assessed Property within Improvement Area #1 intended for use as retail, as provided by the Developer. Since there is no longer any Assessed Property in Improvement Area #1 classified as Land Use Class 10, this Land Use Class is obsolete.

“Land Use Class 11” means an Assessed Property within Improvement Area #1 intended for use as office space, as provided by the Developer. All Lots classified as Land Use Class 11 have been prepaid.

“Land Use Class 12” means an Assessed Property within Improvement Area #1 intended for use as hospitality, as provided by the Developer. All Lots classified as Land Use Class 12 have been prepaid.

“Land Use Class 13” means an Assessed Property within Improvement Area #1 intended for use as institutional, as provided by the Developer. Since there is no longer any Assessed Property in Improvement Area #1 classified as Land Use Class 13, this Land Use Class is obsolete.

“Land Use Class 14” means an Assessed Property within Improvement Area #1 intended for use as retail, office space, hospitality, or institutional, as provided by the Developer. The buyer disclosure for Land Use Class 14 is attached as **Exhibit E**.

“Non-Assessed Property” means the Land Use Class of a Property ID assigned to a Parcel by Tarrant Appraisal District to be used for another taxing jurisdiction that the County does not collect for.

PARCEL SUBDIVISION

Improvement Area #1

- The Replat of Westlake Entrada Primrose Lots 2R, & 3R, Block M was filed and recorded with the County on September 2, 2016, which consisted of 2 commercial Lots.
- The Replat of Westlake Entrada Block L, Lot 6 & Block S, Lot 2X was filed and recorded with the County on September 19, 2017, which consisted of 1 commercial Lot and 1 Lot of Non-Benefited Property.
- The Replat of Westlake Entrada Lots 1R, 2, 3, & 4, Block A, and Lots 1R, 2RX & 3RX, Block O was filed and recorded with the County on April 5, 2018, which consisted of 4 commercial Lots, and 3 Lots of Non-Benefited Property.
- The Replat of Lot 1, Block B Westlake Entrada consisting of Lots 1R, 2-5, Block B, Lots 1-2, 3A, 3B, 4-6, Block C, Lot 1, 2X, Block D, Lots 1, 15-17, 18X, Block E, Lots 1-5, 6X, Block F, Lots 1-5, 6X, Block G, Lots 1-5, 6X, Block H, Lot 1, Block J, Lots 1- 5, Block K, Lots 1-5, Block L, Lots 1-3, 4X, 5X, Block P, Lot 1, Block Q, Lot 1, Block R was filed and recorded with the County on June 27, 2018.
- The Replat of Westlake Entrada Lots 1R and 1RX, Block L, was filed and recorded with the County on September 28, 2023, which consisted of 1 commercial Lot and 1 Lot of Non-Benefited Property.
- The Amended Plat of Westlake Entrada Lots 1R1, 3R, 4R, and 5R, Block B was filed and recorded with the County on March 3, 2024, which consisted of 2 residential Lots, 1 Lot containing both residential and commercial uses, and 1 Lot of Non-Benefited Property.
- The Replat of Westlake Entrada Lots 1R, 2R, 3 & 4 Block P was filed and recorded with the County on August 18, 2024, and is attached hereto as **Exhibit C**.

See the anticipated Land Use Class summary within Improvement Area #1 below:

Improvement Area #1	
Land Use Class	Units/Sq. Ft.
Land Use Class 1	38
Land Use Class 2	114
Land Use Class 3	7
Land Use Class 10	0
Land Use Class 11 ^[a]	3,000
Land Use Class 12 ^[b]	79,426
Land Use Class 13	0
Land Use Class 14	970,532

Footnotes:

[a] 3,000 square feet of Land Use Class 11 was prepaid in 2022.

[b] 79,426 square feet of Land Use Class 12 in Improvement Area #1 voluntarily prepaid Assessment in full in 2024.

Improvement Area #2

- The Replat of Westlake Entrada Block B, Lot 1R, Block I, Lots 1 & 2X, Block J, Lots 11-16, 17X, 18X, 19X, & 20X was filed and recorded with the County on April 11, 2017, which consisted of 6 residential Lots, and 4 Lots of Non-Benefited Property.
- The Amended Plat of Westlake Entrada Lots 1XRR, 2XRR, 3R-14R, & 15XR, Block I was filed and recorded with the County on August 28, 2018, which consisted of 12 residential Lots, and 2 Lots of Non-Benefited Property.
- The Replat of Westlake Entrada Lots 1R, 2-14, 19X, 20X, Block E was filed and recorded with the County on June 27, 2019, which consisted of 14 residential Lot, and 2 Lots of Non-Benefited Property.
- The Amended Plat of Westlake Entrada Lots 4R, 5R, 6R, & 7R, Block E was filed and recorded with the County on July 9, 2021, which consisted of 4 residential Lots.
- The Replat of Westlake Entrada Lots 1R, 2-10, and 2X Block D was filed and recorded with the County on February 10, 2022, which consisted of 11 residential Lots.
- The Replat of Westlake Entrada Lots 1R1, 1R2 & 1R3, Block H, was filed and recorded with the County on May 22, 2022, and consists of 3 residential lots.
- The Replat of Westlake Entrada Lots 1R1 to 1R10, 2R, 3R, 4R & 5R, Block G, was filed and recorded with the County on May 25, 2022, which consisted of 14 residential Lots.
- The Replat of Westlake Entrada Lots 1R to 15R, Block F, was filed and recorded with the County on January 12, 2023, consisting of 15 residential lots.
- The Replat of Westlake Entrada Lots 4R to 13R, Block H, was filed and recorded with the County on September 28, 2023, consisting of 10 residential lots.

- The Replat of Westlake Entrada Lots 1R to 7R, & 8RX, Block J, was filed and recorded with the County on September 28, 2023, consisting of 7 residential Lots, and 1 Lot of Non-Benefited Property.

See the completed Land Use Class summary within Improvement Area #2 below:

Improvement Area #2	
Land Use Class	Units/Sq. Ft.
Land Use Class 4 ^[a]	105
Land Use Class 5	19
Land Use Class 6	5
Total	129

Footnotes:

[a] 1 unit classified as Land Use Class 4 in Improvement Area #2 voluntarily prepaid Assessment in full in 2024. No Improvement Area #2 Assessment is allocable to this Lot.

Improvement Area #3

No final plats have been approved for Improvement Area #3.

See the anticipated Land Use Class summary within Improvement Area #3 below:

Improvement Area #3	
Land Use Class	Units/Sq. Ft.
Land Use Class 7	21
Land Use Class 8	23
Land Use Class 9	36
Total	80

See **Exhibit D** for the Land Use Classification map.

LOT AND HOME SALES

Improvement Area #1

Per information available on the Tarrant Appraisal District website, the lot ownership composition is provided below:

- Developer Owned:
 - Land Use Class 1: 38 units
 - Land Use Class 2: 111 units
 - Land Use Class 3: 0 units
 - Land Use Class 10: 0 square feet
 - Land Use Class 11: 0 square feet
 - Land Use Class 12: 79,426 square feet¹
 - Land Use Class 13: 0 square feet
 - Land Use Class 14: 792,063 square feet
- Homebuilder Owned:
 - Land Use Class 1: 0 units
 - Land Use Class 2: 3 units
 - Land Use Class 3: 7 units
 - Land Use Class 10: 0 square feet
 - Land Use Class 11: 0 square feet
 - Land Use Class 12: 0 square feet
 - Land Use Class 13: 0 square feet
 - Land Use Class 14: 7,000 square feet
- End-User Owned:
 - Land Use Class 1: 0 units
 - Land Use Class 2: 0 units
 - Land Use Class 3: 0
 - Land Use Class 10: 0 square feet
 - Land Use Class 11: 0 square feet
 - Land Use Class 12: 0 square feet
 - Land Use Class 13: 0 square feet
 - Land Use Class 14: 171,469 square feet

Improvement Area #2

Per information available on the Tarrant Appraisal District website, the lot ownership composition is provided below:

- Developer Owned:
 - Land Use Class 4: 26 Lots
 - Land Use Class 5: 0 Lots

¹ Inclusive of 79,426 prepaid square feet.

- Land Use Class 6: 0 Lots
- Homebuilder Owned:
 - Land Use Class 4: 52 Lots
 - Land Use Class 5: 1 Lot
 - Land Use Class 6: 0 Lots
- End-User Owner:
 - Land Use Class 4: 27 Lots
 - Land Use Class 5: 18 Lots
 - Land Use Class 6: 5 Lots

Improvement Area #3

Per information available on the Tarrant Appraisal District website, the entirety of Improvement Area #3 is owned by the Developer. The lot ownership composition is provided below:

- Developer Owned:
 - Land Use Class 7: 21 Lots
 - Land Use Class 8: 23 Lots
 - Land Use Class 9: 36 Lots

See **Exhibit E** for the buyer disclosures.

AUTHORIZED IMPROVEMENTS

Improvement Project A

Per the Quarterly Report dated March 31, 2025, all improvements associated with Improvement Project A in Improvement Area #1 and Improvement Area #2 are funded by proceeds from the 2015 Bonds and are substantially complete with the remaining incomplete improvement being the installation of Iron Benches. Iron Benches are awaiting input and direction from the Town of Westlake which ties to the open space concept for the Plaza, which is on hold. Improvement Area #3 Authorized Improvements, which are funded by proceeds from Reimbursement Agreement – Part A, are partially constructed, and currently on hold with no known anticipated completion date.

	Series 2015 Bonds			Reimbursement Agreement - Part A		Spent to Date	%	Anticipated Completion Date
	Original Budget ^[a]	Revisions	Budget as of 3/31/2022 ^[b]	Original Budget ^[a]				
Authorized Improvements ^[c]								
Improvement Project A								
Road	\$ 3,767,430	\$ 1,083,177	\$ 4,850,607	\$ 622,470	\$ 4,850,607	88.63%	On Hold	
Water Distribution System	890,040	(668,035)	222,005	171,680	222,005	56.39%	On Hold	
Sanitary Sewer	1,531,196	(1,298,927)	232,269	350,100	232,269	39.88%	On Hold	
Storm Drainage	1,154,306	(1,154,306)	-	579,566	-	0.00%	On Hold	
Landscaping	1,830,501	(661,929)	1,168,572	-	1,168,572	100.00%	On Hold	
Duct Bank	640,304	(142,838)	497,466	93,650	497,466	84.16%	On Hold	
Other Costs ^[c]	8,120,860	(1,131,154)	6,989,706	573,896	6,989,706	92.41%	On Hold	
Consolidated Wet Utilities Contract	-	3,974,012	3,974,012	-	3,974,012	100.00%	On Hold	
	\$ 17,934,637	\$ (1)	\$ 17,934,637	\$ 2,391,362	\$ 17,934,637	88.23%		
Bond Issuance Costs								
Capitalized Interest	\$ 3,216,750	\$ -	\$ 3,216,750	\$ 218,620	\$ 3,435,370	100.00%		
Debt Service Reserve	2,074,313	-	2,074,313	340,000	2,414,313	100.00%		
Other Bond Issuance Related Costs	2,949,301	-	2,949,301	450,018	3,399,319	100.00%		
	\$ 8,240,364	\$ -	\$ 8,240,364	\$ 1,008,638	\$ 9,249,002	100.00%		
Total	\$ 26,175,001	\$ (1)	\$ 26,175,001	\$ 3,400,000	\$ 27,183,639			

Footnotes:

[a] Budget as shown in the Original Service and Assessment Plan.

[b] The budget for the Authorized Improvements was adjusted in 2022 Annual Service Plan Update as the Authorized Improvements are constructed and the Actual Costs of the Authorized Improvements are determined, per values provided by the Developer.

[c] See Appendix B of the Original Service and Assessment Plan for details.

Improvement Project B

Per the Quarterly Report dated March 31, 2025, improvements associated with Improvement Project B as listed in the 2024 Amended and Restated Service and Assessment Plan are substantially complete, and they received a certificate of completion from the Town of Westlake on February 14, 2023.

		Reimbursement Agreement - Part B		Spent to Date	%	Completion Date
		Original Budget ^[a]				
Improvement Project B						
Parking Facility	\$	6,160,000	\$	6,160,000	100.00%	2/14/2023
	\$	6,160,000	\$	6,160,000	100.00%	
Bond Issuance Costs						
Capitalized Interest	\$	170,000	\$	170,000	100.00%	
Debt Service Reserve		242,500		242,500	100.00%	
Other Bond Issuance Related Costs		242,500		242,500	100.00%	
	\$	655,000	\$	655,000	100.00%	
Total	\$	6,815,000	\$	6,815,000		

Footnotes:

[a] Budget as shown in the Original Service and Assessment Plan.

OUTSTANDING ASSESSMENT

Improvement Area #1

Net of the principal bond payment due September 1, Improvement Area #1 has an outstanding Assessment of \$13,760,097.96, of which \$12,291,945.95 is attributable to the 2015 Bonds and \$1,468,152.01 is attributable to the Assessment Part B Reimbursement Obligation. The outstanding Assessment is less than the \$12,946,666.72 in outstanding 2015 PID Bonds attributable to Improvement Area #1 due to prepayment of Assessment for which 2015 Bonds have not yet been redeemed.

Improvement Area #2

Net of the principal bond payment due September 1, Improvement Area #2 has an outstanding Assessment of \$3,782,224.91. The outstanding Assessment is less than the \$3,813,846.91 in outstanding 2015 Bonds attributable to Improvement Area #2 due to prepayment of Assessment for which 2015 PID Bonds have not yet been redeemed.

Improvement Area #3

Net of the principal bond payment due September 1, Improvement Area #3 has an outstanding Assessment of \$3,299,486.37.

ANNUAL INSTALLMENT DUE 1/31/2026

Improvement Area #1

- *2015 Bonds Principal and Interest* – The total principal and interest required for the Annual Installment is \$1,145,257.23.
- *2015 Bonds Delinquency and Prepayment Reserve* – The total Delinquency and Prepayment Reserve Requirement, as defined in the Indenture, is equal to \$1,103,300.00 and has not been met. As such, the Delinquency and Prepayment Reserve Account will be funded with the Delinquency and Prepayment Reserve Rate on the outstanding Assessments, resulting in an amount due of \$64,733.33.
- *Assessment Part B Reimbursement Obligation Principal and Interest* – The total principal and interest required for the Annual Installment is \$133,235.39.
- *Administrative Expenses* – The cost of administering the District and collecting the Annual Installments shall be paid for on a pro rata basis by each Parcel based on the amount of

outstanding Assessment remaining on the Parcel. The total Administrative Expenses budgeted for the Annual Installment is \$54,264.95. See below for a table depicting the calculation of Administrative Expenses for the Annual Installment due January 31, 2026.

Improvement Area #1	
Administrative Expenses Breakdown	
Administration	\$ 46,232.87
City Auditor	1,677.02
Filing Fees	670.81
County Collection	119.65
PID Trustee Fees (Part B)	500.00
PID Trustee Fees	1,844.72
P3Works Dev/Issuer CDA Review	1,542.86
External Dev/Issuer CDA Review	670.81
Collection Cost Balance Maintenance	6,708.08
Less CCMB Credit from Prior Years	(6,708.08)
Arbitrage Calculation	1,006.21
Total Administrative Expenses	\$ 54,264.95

Improvement Area #1	
Due January 31, 2026	
<i>Series 2015 Bonds</i>	
Principal	\$ 335,606.52
Interest	\$ 809,650.72
Delinquency and Prepayment Reserve	\$ 64,733.33
	\$ 1,209,990.57
<i>Assessment Part B Reimbursement Obligation</i>	
Principal	\$ 42,696.48
Interest	\$ 90,538.91
	\$ 133,235.39
Administrative Expenses	\$ 54,264.95
Total Annual Installment	\$ 1,397,490.90

Improvement Area #2

- *Principal and Interest* – The total principal and interest required for the Annual Installment is \$337,371.45.

- *Delinquency and Prepayment Reserve* – The total Delinquency and Prepayment Reserve Requirement, as defined in the Indenture, is equal to \$1,103,300.00 and has not been met. As such, the Delinquency and Prepayment Reserve Account will be funded with Delinquency and Prepayment Reserve Rate on the outstanding Assessments, resulting in a Delinquency and Prepayment Reserve amount due of \$19,069.23.
- *Administrative Expenses* – The cost of administering the District and collecting the Annual Installments shall be paid for on a pro rata basis by each Parcel based on the amount of outstanding Assessment remaining on the Parcel. The total Administrative Expenses budgeted for the Annual Installment is \$14,146.20. See below for a table depicting the calculation of Administrative Expenses for the Annual Installment due January 31, 2026.

Improvement Area #2	
Administrative Expenses Breakdown	
Administration	\$ 12,164.42
City Auditor	441.24
Filing Fees	176.50
County Collection	31.48
PID Trustee Fees	485.37
P3Works Dev/Issuer CDA Review	405.94
External Dev/Issuer CDA Review	176.50
Collection Cost Balance Maintenance	1,764.98
Less CCMB Credit from Prior Years	(1,764.98)
Arbitrage Calculation	264.75
Total Administrative Expenses	\$ 14,146.20

Improvement Area #2	
Due January 31, 2026	
<i>Series 2015 Bonds</i>	
Principal	\$ 98,863.43
Interest	\$ 238,508.02
	<u>\$ 337,371.45</u>
Delinquency and Prepayment Reserve	\$ 19,069.23
Administrative Expenses	\$ 14,146.20
Total Annual Installment	\$ 370,586.89

Improvement Area #3

- *Principal and Interest* – The total principal and interest required for the Annual Installment is \$291,871.31.

- *Delinquency and Prepayment Reserve* – The total Delinquency and Prepayment Reserve Requirement, as defined in the Indenture, is equal to \$1,103,300.00 and has not been met. As such, the Delinquency and Prepayment Reserve Account will be funded with Delinquency and Prepayment Reserve Rate on the outstanding Assessments, resulting in a Delinquency and Prepayment Reserve amount due of \$16,497.43.
- *Administrative Expenses* – The cost of administering the District and collecting the Annual Installments shall be paid for on a pro rata basis by each Parcel based on the amount of outstanding Assessment remaining on the Parcel. The total Administrative Expenses budgeted for the Annual Installment is \$12,238.35. See below for a table depicting the calculation of Administrative Expenses for the Annual Installment due January 31, 2026.

Improvement Area #3	
Administrative Expenses Breakdown	
Administration	\$ 10,523.85
City Auditor	381.74
Filing Fees	152.69
County Collection	27.23
PID Trustee Fees	419.91
P3Works Dev/Issuer CDA Review	351.20
External Dev/Issuer CDA Review	152.69
Collection Cost Balance Maintenance	1,526.94
Less CCMB Credit from Prior Years	(1,526.94)
Arbitrage Calculation	229.04
Total Administrative Expenses	\$ 12,238.35

Improvement Area #3	
Due January 31, 2026	
<i>Series 2015 Bonds</i>	
Principal	\$ 85,530.06
Interest	\$ 206,341.26
	\$ 291,871.31
Delinquency and Prepayment Reserve	\$ 16,497.43
Administrative Expenses	\$ 12,238.35
Total Annual Installment	\$ 320,607.10

See **Exhibit B-1** for the projected debt service schedule for the 2015 Bonds as provided by FMSBonds, Inc. following the October 15, 2024, redemption of the 2015 Bonds, and see **Exhibit B-2** for the estimated Annual Installment Schedule for the Assessment Part B.

PREPAYMENT OF ASSESSMENTS IN FULL

Improvement Area #1

The following is a list of all Parcels or Lots that made a Prepayment in full within Improvement Area #1.

Improvement Area #1 - Full Prepayments				
Property ID	Property Address	Block and Lot	Land Use Class	Date of Prepayment
42402610 ^[a]	81 Girona	Block G Lot 6X	Land Use Class 11	7/31/2022
42402318 ^[b]	75 Aragon	Block B Lot 1R	Land Use Class 12	11/1/2024

Footnotes:

[a] Mandatory Prepayment required due to change in concept plan.

[b] Owner of Lot elected to prepay Assessment.

Improvement Area #2

The following is a list of all Parcels or Lots that made a Prepayment in full within Improvement Area #2.

Improvement Area #2 - Full Prepayments				
Property ID	Property Address	Block and Lot	Land Use Class	Date of Prepayment
43051327 ^[a]	28 Catalonia	Block H Lot 4R	Land Use Class 4	8/23/2024

Footnotes:

[a] Owner of Lot elected to prepay Assessment.

Improvement Area #3

No full prepayments of Assessments have occurred within Improvement Area #3.

PARTIAL PREPAYMENT OF ASSESSMENTS

Improvement Area #1

No partial prepayments of Assessments have occurred within Improvement Area #1.

Improvement Area #2

The following is a list of all Parcels or Lots that made a partial prepayment within Improvement Area #2

Improvement Area #2 - Partial Prepayments					
Property ID	Property Address	Block and Lot	Land Use Class	Amount Prepaid	Date of Prepayment
42402563 ^[a]	42 Cardona	Block G Lot 1	Land Use Class 5	\$ 290,669.46	7/19/2022

Footnotes:

[a] Mandatory Prepayment required due to change in concept plan.

Improvement Area #3

No partial prepayments of Assessments have occurred within Improvement Area #3.

EXTRAORDINARY OPTIONAL REDEMPTIONS

2015 Bonds

See extraordinary optional redemptions below:

- Per notice posted October 15, 2024, \$2,320,000 of the 2015 Bonds were redeemed in October 15, 2024, extraordinary optional redemption.

SERVICE PLAN – FIVE YEAR BUDGET FORECAST

The PID Act requires the annual indebtedness and projected costs for the Authorized Improvements to be reviewed and updated in the Annual Service Plan Update, and the projection shall cover a period of not less than five years.

		Improvement Area #1				
Annual Installment Due		1/31/2026	1/31/2027	1/31/2028	1/31/2029	1/31/2030
<i>Series 2015 Bonds</i>						
Principal		\$ 335,606.52	\$ 358,195.42	\$ 380,784.32	\$ 403,373.22	\$ 429,189.10
Interest		\$ 809,650.72	\$ 789,094.82	\$ 767,155.35	\$ 743,832.31	\$ 719,125.70
Delinquency and Prepayment Reserve		\$ 64,733.33	\$ 63,055.30	\$ 61,264.32	\$ 59,360.40	\$ 57,343.54
	(1)	\$ 1,209,990.57	\$ 1,210,345.53	\$ 1,209,203.99	\$ 1,206,565.93	\$ 1,205,658.34
<i>Reimbursement Agreement Part B</i>						
Principal		\$ 42,696.48	\$ 45,196.36	\$ 47,842.60	\$ 50,643.79	\$ 53,608.98
Interest		\$ 90,538.91	\$ 88,039.03	\$ 85,392.78	\$ 82,591.60	\$ 79,626.40
	(2)	\$ 133,235.39	\$ 133,235.39	\$ 133,235.39	\$ 133,235.39	\$ 133,235.39
Administrative Expenses	(3)	\$ 54,264.95	\$ 54,323.91	\$ 55,410.39	\$ 56,518.60	\$ 57,648.97
Total Annual Installment	(4) = (1) + (2) + (3)	\$ 1,397,490.90	\$ 1,397,904.84	\$ 1,397,849.77	\$ 1,396,319.91	\$ 1,396,542.70

Improvement Area #2						
Annual Installment Due	1/31/2026	1/31/2027	1/31/2028	1/31/2029	1/31/2030	
<i>Series 2015 Bonds</i>						
Principal	\$ 98,863.43	\$ 105,517.70	\$ 112,171.97	\$ 118,826.24	\$ 126,431.12	
Interest	\$ 238,508.02	\$ 232,452.64	\$ 225,989.68	\$ 219,119.15	\$ 211,841.04	
(1)	\$ 337,371.45	\$ 337,970.34	\$ 338,161.65	\$ 337,945.38	\$ 338,272.16	
Delinquency and Prepayment Reserve	(2) \$ 19,069.23	\$ 18,574.92	\$ 18,047.33	\$ 17,486.47	\$ 16,892.34	
Administrative Expenses	(3) \$ 14,146.20	\$ 14,159.08	\$ 14,442.26	\$ 14,731.11	\$ 15,025.73	
Total Annual Installment	(4) = (1) + (2) + (3) \$ 370,586.89	\$ 370,704.33	\$ 370,651.24	\$ 370,162.96	\$ 370,190.22	

Improvement Area #3						
Annual Installment Due	1/31/2026	1/31/2027	1/31/2028	1/31/2029	1/31/2030	
<i>Series 2015 Bonds</i>						
Principal	\$ 85,530.06	\$ 91,286.89	\$ 97,043.72	\$ 102,800.55	\$ 109,379.78	
Interest	\$ 206,341.26	\$ 201,102.54	\$ 195,511.22	\$ 189,567.29	\$ 183,270.76	
(1)	\$ 291,871.31	\$ 292,389.43	\$ 292,554.94	\$ 292,367.84	\$ 292,650.54	
Delinquency and Prepayment Reserve	(2) \$ 16,497.43	\$ 16,069.78	\$ 15,613.35	\$ 15,128.13	\$ 14,614.13	
Administrative Expenses	(3) \$ 12,238.35	\$ 12,249.50	\$ 12,494.49	\$ 12,744.38	\$ 12,999.26	
Total Annual Installment	(4) = (1) + (2) + (3) \$ 320,607.10	\$ 320,708.71	\$ 320,662.77	\$ 320,240.35	\$ 320,263.93	

ASSESSMENT ROLL

The list of current Parcels or Lots within the District, the corresponding total Assessments, and current Annual Installment are shown on the Assessment Rolls attached hereto as **Exhibit A-1**, **Exhibit A-2** and **Exhibit A-3**. The Parcels or Lots shown on the Assessment Rolls will receive the bills for the 2025 Annual Installments which will be delinquent if not paid by January 31, 2026. The list of Parcels shown on the Assessment Roll is subject to change based on the final certified rolls provided by the County prior to billing.

EXHIBIT A-1 – IMPROVEMENT AREA #1 ASSESSMENT ROLL

Property ID ^[a]	Land Use Class	Units	EU Factor	Equivalent Units	Note	Outstanding Assessment		Total Annual Installment Due 1/31/2026
						Series 2015 Bonds	Reimbursement Agreement Part B	
42447052	14	1,200	0.2063	0.25		\$ 9,719.68	\$ 1,160.92	\$ 1,051.33
42447061	14	24,000	0.2063	4.95		\$ 194,393.70	\$ 23,218.41	\$ 21,026.67
42447079	14	2,200	0.2063	0.45		\$ 17,819.42	\$ 2,128.35	\$ 1,927.44
42447087	Non-Benefitted	-	-	-		\$ -	\$ -	\$ -
43184939	12	79,426	0.2100	-	[b]	\$ -	\$ -	\$ -
43184866	Non-Assessed	-	-	-	[d]	\$ -	\$ -	\$ -
42402326	Non-Benefitted	-	-	-		\$ -	\$ -	\$ -
42400374	Non-Assessed	-	-	-	[d]	\$ -	\$ -	\$ -
43184947	2	12	0.6200	7.44		\$ 292,043.18	\$ 34,881.68	\$ 31,588.96
	14	12,000	0.2063	2.48		\$ 97,196.85	\$ 11,609.21	\$ 10,513.34
43184955	2	22	0.6200	13.64		\$ 535,412.49	\$ 63,949.75	\$ 57,913.10
43184963	2	9	0.6200	5.58		\$ 219,032.38	\$ 26,161.26	\$ 23,691.72
42402369	14	42,361	0.2063	8.74		\$ 343,112.97	\$ 40,981.47	\$ 37,112.95
42400404	Non-Assessed	-	-	-	[d]	\$ -	\$ -	\$ -
42616725	14	19,139	0.2063	3.95	[e]	\$ 155,020.87	\$ 18,515.72	\$ 16,767.89
42616733	Non-Assessed	-	-	-	[d]	\$ -	\$ -	\$ -
42402377	14	20,200	0.2063	4.17		\$ 163,614.69	\$ 19,542.17	\$ 17,697.45
42400412	Non-Assessed	-	-	-	[d]	\$ -	\$ -	\$ -
42402385	14	5,000	0.2063	1.03		\$ 40,498.69	\$ 4,837.17	\$ 4,380.56
42402393	14	8,000	0.2063	1.65		\$ 64,797.90	\$ 7,739.47	\$ 7,008.89
42402423	14	2,100	0.2063	0.43		\$ 17,009.45	\$ 2,031.61	\$ 1,839.83
42402407	14	15,000	0.2063	3.10		\$ 121,496.06	\$ 14,511.51	\$ 13,141.67
42402415	14	12,500	0.2063	2.58		\$ 101,246.72	\$ 12,092.92	\$ 10,951.39
42863153	Non-Benefitted	-	-	-		\$ -	\$ -	\$ -
42837489	14	5,000	0.2063	1.03		\$ 40,498.69	\$ 4,837.17	\$ 4,380.56
43009401	14	3,000	0.2063	0.62	[f]	\$ 24,299.21	\$ 2,902.30	\$ 2,628.33
43052323	14	3,000	0.2063	0.62	[f]	\$ 24,299.21	\$ 2,902.30	\$ 2,628.33
42402695	14	97,000	0.2063	20.02		\$ 785,674.52	\$ 93,841.09	\$ 84,982.79
42402709	14	97,000	0.2063	20.02		\$ 785,674.52	\$ 93,841.09	\$ 84,982.79
42402717	14	100,000	0.2063	20.63		\$ 809,973.74	\$ 96,743.39	\$ 87,611.13
42402725	14	131,600	0.2063	27.16		\$ 1,065,925.44	\$ 127,314.31	\$ 115,296.24
42402733	Non-Benefitted	-	-	-		\$ -	\$ -	\$ -
	14	5,000	0.2063	1.03		\$ 40,498.69	\$ 4,837.17	\$ 4,380.56
43049667	1	6	1.0000	6.00		\$ 235,518.69	\$ 28,130.39	\$ 25,474.97
	2	6	0.6200	3.72		\$ 146,021.59	\$ 17,440.84	\$ 15,794.48
43049675	Non-Benefitted	-	-	-		\$ -	\$ -	\$ -
	14	5,000	0.2063	1.03		\$ 40,498.69	\$ 4,837.17	\$ 4,380.56
42402750	1	6	1.0000	6.00		\$ 235,518.69	\$ 28,130.39	\$ 25,474.97
	2	15	0.6200	9.30		\$ 365,053.97	\$ 43,602.11	\$ 39,486.21
42402768	14	23,400	0.2063	4.83		\$ 189,533.85	\$ 22,637.95	\$ 20,501.00
	1	6	1.0000	6.00		\$ 235,518.69	\$ 28,130.39	\$ 25,474.97
42402776	14	23,400	0.2063	4.83		\$ 189,533.85	\$ 22,637.95	\$ 20,501.00
	2	8	0.6200	4.96		\$ 194,695.45	\$ 23,254.46	\$ 21,059.31
	14	37,800	0.2063	7.80		\$ 306,170.07	\$ 36,569.00	\$ 33,117.01
42402784	1	20	1.0000	20.00		\$ 785,062.30	\$ 93,767.97	\$ 84,916.57
	2	39	0.6200	24.18		\$ 949,140.33	\$ 113,365.47	\$ 102,664.14
42346426	14	22,000	0.2063	4.54		\$ 178,194.22	\$ 21,283.55	\$ 19,274.45
42229977	14	12,100	0.2063	2.50		\$ 98,006.82	\$ 11,705.95	\$ 10,600.95
42229985	14	3,600	0.2063	0.74		\$ 29,159.05	\$ 3,482.76	\$ 3,154.00
	14	7,000	0.2063	1.44		\$ 56,698.16	\$ 6,772.04	\$ 6,132.78
42229993	2	3	0.6200	1.86		\$ 73,010.79	\$ 8,720.42	\$ 7,897.24
	3	7	0.6000	4.20		\$ 164,863.08	\$ 19,691.27	\$ 17,832.48
42230002	14	3,460	0.2063	0.71		\$ 28,025.09	\$ 3,347.32	\$ 3,031.34
42230011	14	14,770	0.2063	3.05		\$ 119,633.12	\$ 14,289.00	\$ 12,940.16

Property ID ^[a]	Land Use Class	Units	EU Factor	Equivalent Units	Note	Outstanding Assessment		Total Annual Installment Due 1/31/2026
						Series 2015 Bonds	Reimbursement Agreement Part B	
42230029	14	3,100	0.2063	0.64		\$ 25,109.19	\$ 2,999.05	\$ 2,715.94
42230037	14	2,300	0.2063	0.47		\$ 18,629.40	\$ 2,225.10	\$ 2,015.06
42230045	Non-Benefitted	-	-	-		\$ -	\$ -	\$ -
42447095	14	3,000	0.2063	0.62		\$ 24,299.21	\$ 2,902.30	\$ 2,628.33
42447125	Non-Assessed	-	-	-	[d]	\$ -	\$ -	\$ -
42447109	Non-Benefitted	-	-	-		\$ -	\$ -	\$ -
42447117	Non-Benefitted	-	-	-		\$ -	\$ -	\$ -
43207599	14	10,000	0.2063	2.06		\$ 80,997.37	\$ 9,674.34	\$ 8,761.11
43207564	Non-Assessed	-	-	-	[d]	\$ -	\$ -	\$ -
43207602	14	95,472	0.2063	19.70		\$ 773,298.13	\$ 92,362.85	\$ 83,644.09
43207572	Non-Assessed	-	-	-	[d]	\$ -	\$ -	\$ -
43207611	14	7,930	0.2063	1.64		\$ 64,230.92	\$ 7,671.75	\$ 6,947.56
42400447	14	36,000	0.2063	7.43		\$ 291,590.55	\$ 34,827.62	\$ 31,540.01
43207629	Non-Benefitted	-	-	-		\$ -	\$ -	\$ -
42402806	Non-Benefitted	-	-	-		\$ -	\$ -	\$ -
42400455	Non-Assessed	-	-	-	[d]	\$ -	\$ -	\$ -
42402814	Non-Benefitted	-	-	-		\$ -	\$ -	\$ -
42402822	14	33,000	0.2063	6.81		\$ 267,291.33	\$ 31,925.32	\$ 28,911.67
42402831	14	21,900	0.2063	4.52		\$ 177,384.25	\$ 21,186.80	\$ 19,186.84
42331283	Non-Benefitted	-	-	-		\$ -	\$ -	\$ -
Total^[g]						\$ 12,291,945.95	\$ 1,468,152.01	\$ 1,329,563.12

Footnotes:

[a] Property IDs per Tarrant Appraisal District and subject to change prior to billing based on certified rolls.

[b] Prepaid in full.

[c] Mandatory prepayment required.

[d] Property has been assigned multiple Property IDs by Tarrant Appraisal District due to school district boundaries intersecting Lot. Property ID with Land Use Class Non-Assessed are used for another taxing jurisdiction that the County does not collect for.

[e] Assessment erroneously shifted from Lot in 2024 Amended and Restated Service and Assessment Plan. Assessment Roll for 2025 corrected.

[f] Note these properties are in both Improvement Area #1 and Improvement Area #2 and have Improvement Area #1 Assessments and Improvement Area #2 Assessments.

[g] Total may not match installment schedules or Service Plan due to rounding and unredeemed prepayments.

EXHIBIT A-2 – IMPROVEMENT AREA #2 ASSESSMENT ROLL

Property ID	Land Use Class	Units	EU Factor	Equivalent Units	Note	Outstanding Assessment	Total Annual Installment Due 1/31/2026
42863056	6	1	0.52	0.52		\$ 16,431.48	\$ 1,597.14
42863064	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
42863072	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
42863081	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
42863099	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
42863102	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
42863111	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
42863129	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
42863137	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
42863145	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
42509121	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42509139	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42509147	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42791926	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42791934	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42791942	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42791951	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42509198	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42509201	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42509210	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42509228	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42509236	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42509244	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42509252	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42837454	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42837462	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42837471	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42509261	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
42509279	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
43009266	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
43009274	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
43009282	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
43009291	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
43009304	5	1	0.68	0.68	[b]	\$ 21,651.54	\$ 2,104.52
43009312	4	5	1.00	5.00	[a], [b], [e]	\$ 158,110.02	\$ 15,368.25
43009321	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43009339	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43009347	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
43009355	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65

Property ID	Land Use Class	Units	EU Factor	Equivalent Units	Note	Outstanding Assessment	Total Annual Installment Due 1/31/2026
43009363	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43009371	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43009380	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43009398	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
43009401	5	1	0.68	0.68	[d]	\$ 21,651.54	\$ 2,104.52
42894156	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42894164	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42894172	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42894181	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42894199	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42894202	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42894211	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42894229	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42894237	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42894245	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42894253	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42894261	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42894270	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42894288	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42874023	4	6	1.00	6.00	[a], [e]	\$ 189,732.02	\$ 18,441.90
42874031	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42874040	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42402636	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
42402644	4	1	1.00	1.00		\$ 31,622.00	\$ 3,073.65
43051327	4	1	1.00	1.00	[c]	\$ -	\$ -
43052242	4	7	1.00	7.00	[e]	\$ 221,354.02	\$ 21,515.55
43052251	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43052269	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43052277	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43052285	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43052293	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43052307	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43052315	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43052323	4	1	1.00	1.00	[a], [d]	\$ 31,622.00	\$ 3,073.65
42424567	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
42424575	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
42424583	6	1	0.52	0.52		\$ 16,431.48	\$ 1,597.14
42424591	6	1	0.52	0.52		\$ 16,431.48	\$ 1,597.14
42424605	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42424613	6	1	0.52	0.52		\$ 16,431.48	\$ 1,597.14

Property ID	Land Use Class	Units	EU Factor	Equivalent Units	Note	Outstanding Assessment	Total Annual Installment Due 1/31/2026
42424621	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42424630	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42424648	6	1	0.52	0.52		\$ 16,431.48	\$ 1,597.14
42424656	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42424664	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42424672	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42424681	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42424699	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42424702	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
43049721	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43049730	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43049748	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43049756	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43049764	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43049772	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43049781	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43049799	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
42331160	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
42331178	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
42331186	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42331194	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42331208	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42331216	5	1	0.68	0.68		\$ 21,651.54	\$ 2,104.52
42331224	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
42331232	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
42331241	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
42331259	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
43178173	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178181	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178190	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178203	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178211	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178220	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178238	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178246	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178254	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178262	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178271	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178289	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178297	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178301	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65

Property ID	Land Use Class	Units	EU Factor	Equivalent Units	Note	Outstanding Assessment	Total Annual Installment Due 1/31/2026
43178319	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178327	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178335	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178343	4	1	1.00	1.00	[a]	\$ 31,622.00	\$ 3,073.65
43178351	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
43178360	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
43178378	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
42331283	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
42346434	Non-Benefitted	0	0.00	0.00		\$ -	\$ -
Total^[f]						\$ 3,782,224.91	\$ 367,631.18

Footnotes:

[a] Not yet owned by end-user. Land Use Class changed to Land Use Class 4 to meet zoning requirements.

[b] Extra Improvement Area #2 Assessments allocable to Property ID 43009304 moved to 43009312, which is owned by the Owner.

[c] Prepaid in full.

[d] Note these properties are in both Improvement Area #1 and Improvement Area #2 and have Improvement Area #1 Assessments and Improvement Area #2 Assessments.

[e] Units to be adjusted to have 1 unit upon receipt of mandatory prepayments.

[f] Total may not match installment schedules or Service Plan due to rounding and unredeemed prepayments.

EXHIBIT A-3 – IMPROVEMENT AREA #3 ASSESSMENT ROLL

Property ID	Land Use Class	Units	EU Factor	Equivalent Units	Outstanding Assessment	Total Annual Installment Due 1/31/2026
42402822	7	21	1.00	21.00	\$ 1,227,661.48	\$ 119,290.38
	8	23	0.68	15.64	\$ 914,315.50	\$ 88,842.93
	9	36	0.55	19.80	\$ 1,157,509.39	\$ 112,473.79
Total^[a]					\$ 3,299,486.37	\$ 320,607.10

Footnotes:

[a] Total may not match installment schedules or Service Plan due to rounding

EXHIBIT B-1 – DEBT SERVICE SCHEDULE FOR 2015 BONDS

UNREFUNDED BOND DEBT SERVICE

Town of Westlake, Texas
Cash Defeasance of Outstanding Series 2015
(Solana Public Improvement District)

Period Ending	Principal	Interest	Debt Service
09/01/2025	495,000	1,281,725.00	1,776,725.00
09/01/2026	520,000	1,254,500.00	1,774,500.00
09/01/2027	555,000	1,222,650.00	1,777,650.00
09/01/2028	590,000	1,188,656.26	1,778,656.26
09/01/2029	625,000	1,152,518.76	1,777,518.76
09/01/2030	665,000	1,114,237.50	1,779,237.50
09/01/2031	710,000	1,073,506.26	1,783,506.26
09/01/2032	755,000	1,030,018.76	1,785,018.76
09/01/2033	800,000	983,775.00	1,783,775.00
09/01/2034	855,000	934,775.00	1,789,775.00
09/01/2035	905,000	882,406.26	1,787,406.26
09/01/2036	965,000	826,975.00	1,791,975.00
09/01/2037	1,030,000	766,662.50	1,796,662.50
09/01/2038	1,095,000	702,287.50	1,797,287.50
09/01/2039	1,165,000	633,850.00	1,798,850.00
09/01/2040	1,245,000	561,037.50	1,806,037.50
09/01/2041	1,325,000	483,225.00	1,808,225.00
09/01/2042	1,415,000	398,756.26	1,813,756.26
09/01/2043	1,510,000	308,550.00	1,818,550.00
09/01/2044	1,610,000	212,287.50	1,822,287.50
09/01/2045	1,720,000	109,650.00	1,829,650.00
	20,555,000	17,122,050.06	37,677,050.06

EXHIBIT B-2 – INSTALLMENT SCHEDULE FOR REIMBURSEMENT AGREEMENT
PART B

Installment Due 1/31	Principal	Interest ^[a]	Administrative Expenses ^[b]	Total Annual Installment ^[c]
2026	\$ 42,696.48	\$ 90,538.91	\$ -	\$ 133,235.39
2027	\$ 45,196.36	\$ 88,039.03	\$ -	\$ 133,235.39
2028	\$ 47,842.60	\$ 85,392.78	\$ -	\$ 133,235.39
2029	\$ 50,643.79	\$ 82,591.60	\$ -	\$ 133,235.39
2030	\$ 53,608.98	\$ 79,626.40	\$ -	\$ 133,235.39
2031	\$ 56,747.79	\$ 76,487.60	\$ -	\$ 133,235.39
2032	\$ 60,070.37	\$ 73,165.01	\$ -	\$ 133,235.39
2033	\$ 63,587.49	\$ 69,647.89	\$ -	\$ 133,235.39
2034	\$ 67,310.54	\$ 65,924.85	\$ -	\$ 133,235.39
2035	\$ 71,251.57	\$ 61,983.82	\$ -	\$ 133,235.39
2036	\$ 75,423.35	\$ 57,812.04	\$ -	\$ 133,235.39
2037	\$ 79,839.39	\$ 53,396.00	\$ -	\$ 133,235.39
2038	\$ 84,513.98	\$ 48,721.40	\$ -	\$ 133,235.39
2039	\$ 89,462.28	\$ 43,773.11	\$ -	\$ 133,235.39
2040	\$ 94,700.29	\$ 38,535.09	\$ -	\$ 133,235.39
2041	\$ 100,245.00	\$ 32,990.39	\$ -	\$ 133,235.39
2042	\$ 106,114.34	\$ 27,121.05	\$ -	\$ 133,235.39
2043	\$ 112,327.33	\$ 20,908.05	\$ -	\$ 133,235.39
2044	\$ 118,904.10	\$ 14,331.29	\$ -	\$ 133,235.39
2045	\$ 125,865.94	\$ 7,369.45	\$ -	\$ 133,235.39
Total	\$ 1,546,351.97	\$ 1,118,355.75	\$ -	\$ 2,664,707.72

Footnotes:

[a] Interest is calculated at a 5.855% rate.

[b] All Administrative Expenses collected go to the bond trust estate administrative fund.

[c] The figures shown above are estimates only and subject to change in Annual Service Plan Updates. Changes in Annual Collection Costs, reserve fund requirements, interest earnings, or other available offsets could increase or decrease the amounts shown.

EXHIBIT C – LOTS 1R, 2R, 3 & 4 BLOCK P PLAT

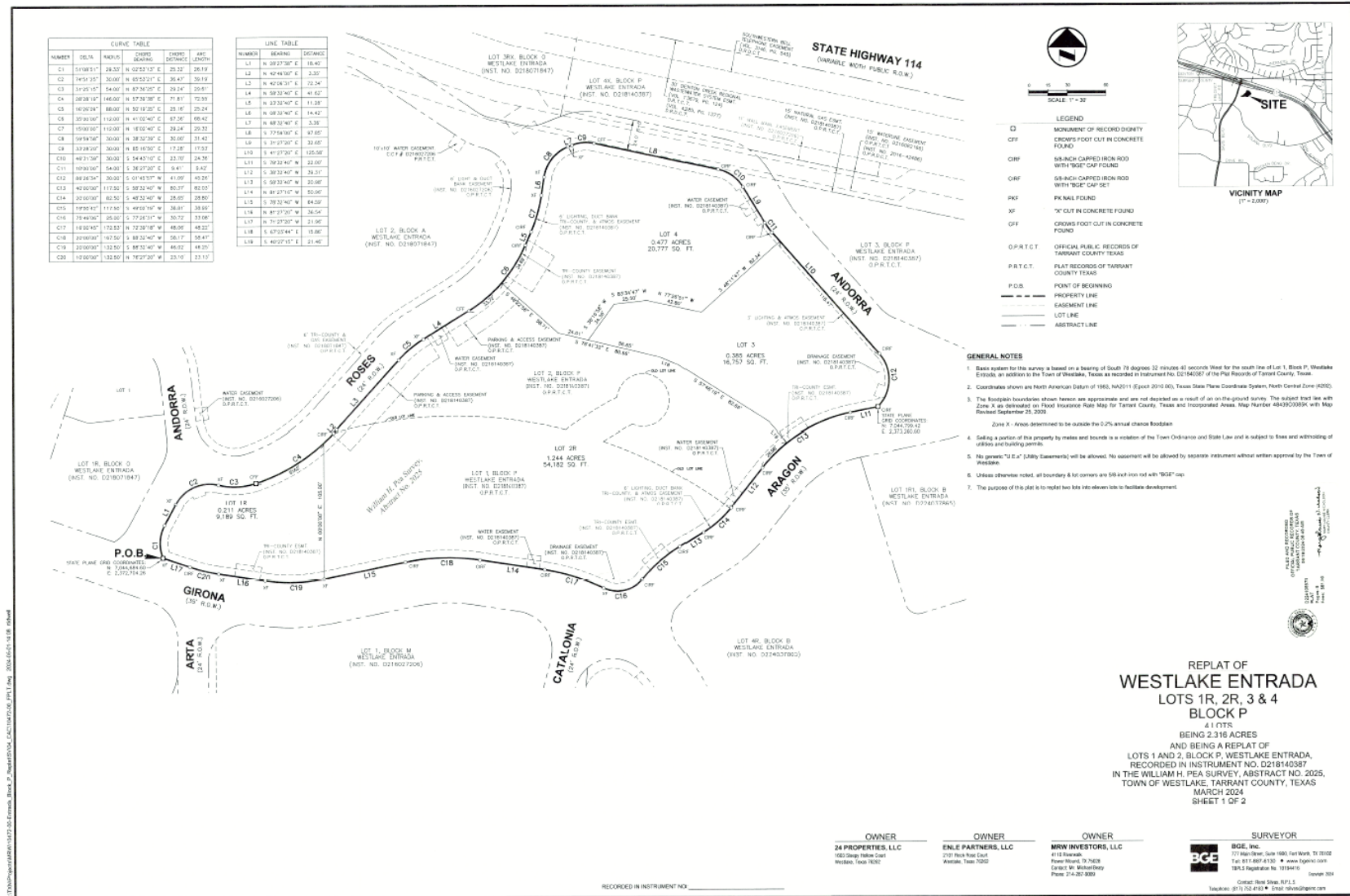


EXHIBIT D – LAND USE CLASSIFICATION MAP

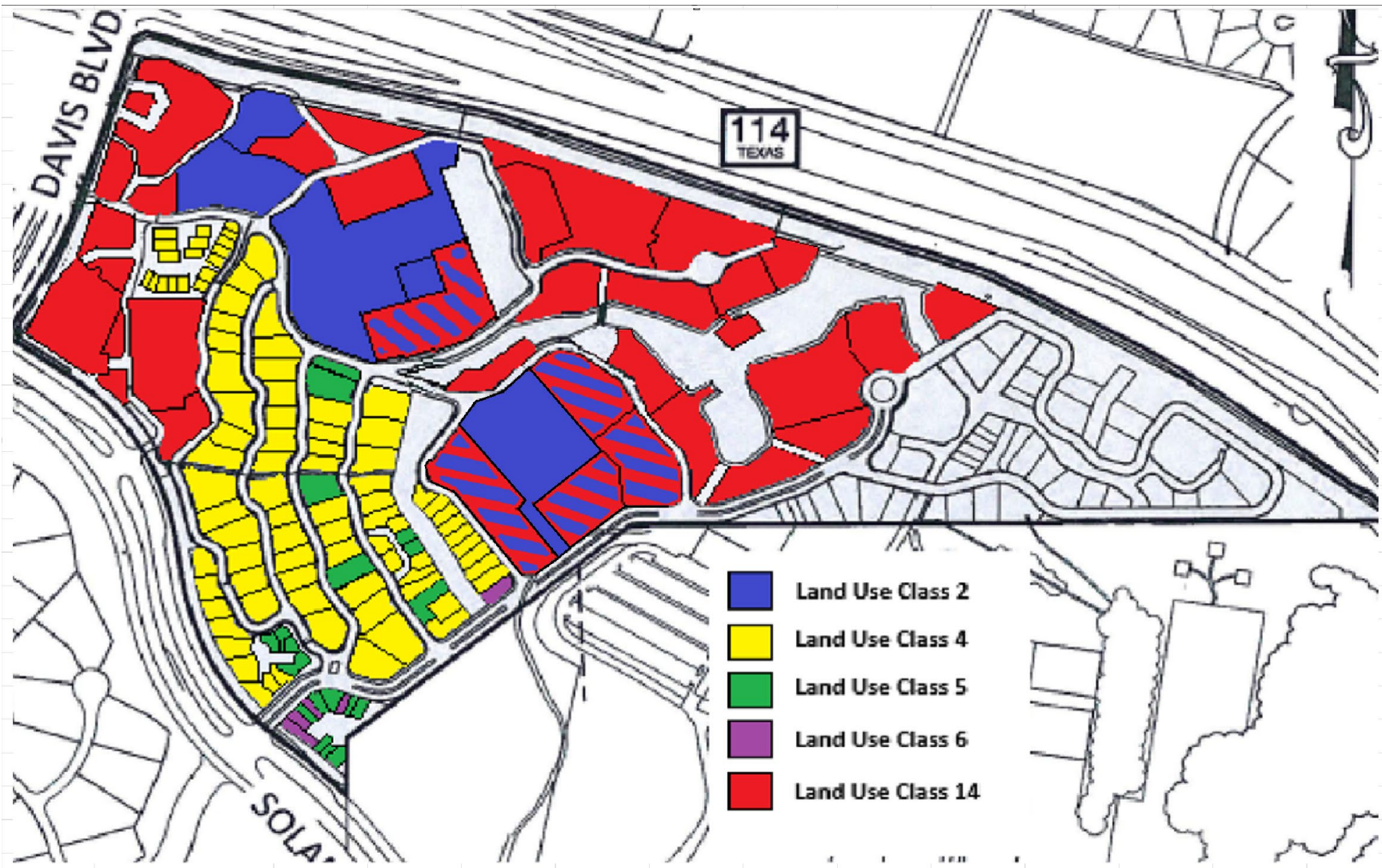


EXHIBIT E – BUYER DISCLOSURES

Buyer disclosures for the following Land Use Classes are found in this Exhibit:

- Improvement Area #1
 - Land Use Class 1
 - Land Use Class 2
 - Land Use Class 3
 - Land Use Class 14
- Improvement Area #2
 - Land Use Class 4
 - Land Use Class 5
 - Land Use Class 6
- Improvement Area #3
 - Initial Parcel

**SOLANA PUBLIC IMPROVEMENT DISTRICT – IMPROVEMENT AREA #1 – LAND
USE CLASS 1 BUYER DISCLOSURE**

NOTICE OF OBLIGATIONS RELATED TO PUBLIC IMPROVEMENT DISTRICT

A person who proposes to sell or otherwise convey real property that is located in a public improvement district established under Subchapter A, Chapter 372, Local Government Code (except for public improvement districts described under Section 372.005), or Chapter 382, Local Government Code, shall first give to the purchaser of the property this written notice, signed by the seller.

For the purposes of this notice, a contract for the purchase and sale of real property having a performance period of less than six months is considered a sale requiring the notice set forth below.

This notice requirement does not apply to a transfer:

- 1) under a court order or foreclosure sale;
- 2) by a trustee in bankruptcy;
- 3) to a mortgagee by a mortgagor or successor in interest or to a beneficiary of a deed of trust by a trustor or successor in interest;
- 4) by a mortgagee or a beneficiary under a deed of trust who has acquired the land at a sale conducted under a power of sale under a deed of trust or a sale under a court-ordered foreclosure or has acquired the land by a deed in lieu of foreclosure;
- 5) by a fiduciary in the course of the administration of a decedent's estate, guardianship, conservatorship, or trust;
- 6) from one co-owner to another co-owner of an undivided interest in the real property;
- 7) to a spouse or a person in the lineal line of consanguinity of the seller;
- 8) to or from a governmental entity; or
- 9) of only a mineral interest, leasehold interest, or security interest

The following notice shall be given to a prospective purchaser before the execution of a binding contract of purchase and sale, either separately or as an addendum or paragraph of a purchase contract. In the event a contract of purchase and sale is entered into without the seller having provided the required notice, the purchaser, subject to certain exceptions, is entitled to terminate the contract.

A separate copy of this notice shall be executed by the seller and the purchaser and must be filed in the real property records of the county in which the property is located at the closing of the purchase and sale of the property.

AFTER RECORDING¹ RETURN TO:

NOTICE OF OBLIGATION TO PAY IMPROVEMENT DISTRICT ASSESSMENT TO
TOWN OF WESTLAKE, TEXAS
CONCERNING THE FOLLOWING PROPERTY

STREET ADDRESS

**IMPROVEMENT AREA #1 LAND USE CLASS 1 PRINCIPAL ASSESSMENT:
\$43,941.51**

As the purchaser of the real property described above, you are obligated to pay assessments to Town of Westlake, Texas, for the costs of a portion of a public improvement or services project (the "Authorized Improvements") undertaken for the benefit of the property within ***Solana Public Improvement District*** (the "District") created under Subchapter A, Chapter 372, Local Government Code.

AN ASSESSMENT HAS BEEN LEVIED AGAINST YOUR PROPERTY FOR THE AUTHORIZED IMPROVEMENTS, WHICH MAY BE PAID IN FULL AT ANY TIME. IF THE ASSESSMENT IS NOT PAID IN FULL, IT WILL BE DUE AND PAYABLE IN ANNUAL INSTALLMENTS THAT WILL VARY FROM YEAR TO YEAR DEPENDING ON THE AMOUNT OF INTEREST PAID, COLLECTION COSTS, ADMINISTRATIVE COSTS, AND DELINQUENCY COSTS.

The exact amount of the assessment may be obtained from Town of Westlake. The exact amount of each annual installment will be approved each year by the Westlake Town Council in the annual service plan update for the District. More information about the assessments, including the amounts and due dates, may be obtained from Town of Westlake.

Your failure to pay any assessment or any annual installment may result in penalties and interest being added to what you owe or in a lien on and the foreclosure of your property.

¹ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County when updating for the Current Information of Obligation to Pay Improvement District Assessment.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

The undersigned seller acknowledges providing this notice to the potential purchaser before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER]²

² To be included in copy of the notice required by Section 5.014, Tex. Prop. Code, to be executed by seller in accordance with Section 5.014(a-1), Tex. Prop. Code.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above. The undersigned purchaser acknowledged the receipt of this notice including the current information required by Section 5.0143, Texas Property Code, as amended.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

STATE OF TEXAS

§
§
§

COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]³

³ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

[The undersigned seller acknowledges providing a separate copy of the notice required by Section 5.014 of the Texas Property Code including the current information required by Section 5.0143, Texas Property Code, as amended, at the closing of the purchase of the real property at the address above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER

STATE OF TEXAS

§
§
§

COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]⁴

⁴ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

ANNUAL INSTALLMENTS - IMPROVEMENT AREA #1 LAND USE CLASS 1

Installment Due 1/31	Series 2015 Bonds			Reimbursement Agreement Part B		Administrative Expenses	Total Annual Installment ^[c]
	Principal	Interest ^[a]	Delinquency and Prepayment Reserve	Principal	Interest ^[b]		
2026	\$ 1,017.53	\$ 2,454.79	\$ 196.27	\$ 129.45	\$ 274.51	\$ 173.29	\$ 4,245.83
2027	\$ 1,086.02	\$ 2,392.46	\$ 191.18	\$ 137.03	\$ 266.93	\$ 173.48	\$ 4,247.09
2028	\$ 1,154.50	\$ 2,325.95	\$ 185.75	\$ 145.05	\$ 258.90	\$ 176.95	\$ 4,247.10
2029	\$ 1,222.99	\$ 2,255.23	\$ 179.98	\$ 153.55	\$ 250.41	\$ 180.49	\$ 4,242.64
2030	\$ 1,301.26	\$ 2,180.32	\$ 173.86	\$ 162.54	\$ 241.42	\$ 184.10	\$ 4,243.50
2031	\$ 1,389.32	\$ 2,100.62	\$ 167.35	\$ 172.05	\$ 231.90	\$ 187.78	\$ 4,249.03
2032	\$ 1,477.37	\$ 2,015.53	\$ 160.41	\$ 182.13	\$ 221.83	\$ 191.53	\$ 4,248.80
2033	\$ 1,565.43	\$ 1,925.04	\$ 153.02	\$ 192.79	\$ 211.17	\$ 195.36	\$ 4,242.81
2034	\$ 1,673.05	\$ 1,829.15	\$ 145.19	\$ 204.08	\$ 199.88	\$ 199.27	\$ 4,250.63
2035	\$ 1,770.89	\$ 1,726.68	\$ 136.83	\$ 216.03	\$ 187.93	\$ 203.26	\$ 4,241.61
2036	\$ 1,888.30	\$ 1,618.21	\$ 127.97	\$ 228.68	\$ 175.28	\$ 207.32	\$ 4,245.76
2037	\$ 2,015.49	\$ 1,500.19	\$ 118.53	\$ 242.07	\$ 161.89	\$ 211.47	\$ 4,249.64
2038	\$ 2,142.68	\$ 1,374.23	\$ 108.45	\$ 256.24	\$ 147.72	\$ 215.70	\$ 4,245.02
2039	\$ 2,279.65	\$ 1,240.31	\$ 97.74	\$ 271.24	\$ 132.72	\$ 220.01	\$ 4,241.67
2040	\$ 2,436.20	\$ 1,097.83	\$ 86.34	\$ 287.12	\$ 116.83	\$ 224.41	\$ 4,248.74
2041	\$ 2,592.74	\$ 945.57	\$ 74.16	\$ 303.93	\$ 100.02	\$ 228.90	\$ 4,245.33
2042	\$ 2,768.85	\$ 780.28	\$ 61.20	\$ 321.73	\$ 82.23	\$ 233.48	\$ 4,247.77
2043	\$ 2,954.75	\$ 603.77	\$ 47.35	\$ 340.57	\$ 63.39	\$ 238.15	\$ 4,247.97
2044	\$ 3,150.42	\$ 415.40	\$ 32.58	\$ 360.51	\$ 43.45	\$ 242.91	\$ 4,245.27
2045	\$ 3,365.67	\$ 214.56	\$ 16.83	\$ 381.61	\$ 22.34	\$ 247.77	\$ 4,248.79
Total	\$ 39,253.12	\$ 30,996.12	\$ 2,461.00	\$ 4,688.40	\$ 3,390.75	\$ 4,135.63	\$ 84,925.01

Footnotes:

[a] Interest is calculated at a 5.50%, 6.125%, 6.25% and 6.375% rate for term bonds maturing in 2025, 2035, 2040 and 2045 respectively.

[b] Interest is calculated at a 5.855% rate.

[c] The figures shown above are estimates only and subject to change in Annual Service Plan Updates. Changes in Annual Collection Costs, reserve fund requirements, interest earnings, or other available offsets could increase or decrease the amounts shown.

Seller Signature Page to Final Notice with Current Information
of Obligation to Pay Improvement District Assessment

**SOLANA PUBLIC IMPROVEMENT DISTRICT – IMPROVEMENT AREA #1 – LAND
USE CLASS 2 BUYER DISCLOSURE**

NOTICE OF OBLIGATIONS RELATED TO PUBLIC IMPROVEMENT DISTRICT

A person who proposes to sell or otherwise convey real property that is located in a public improvement district established under Subchapter A, Chapter 372, Local Government Code (except for public improvement districts described under Section 372.005), or Chapter 382, Local Government Code, shall first give to the purchaser of the property this written notice, signed by the seller.

For the purposes of this notice, a contract for the purchase and sale of real property having a performance period of less than six months is considered a sale requiring the notice set forth below.

This notice requirement does not apply to a transfer:

- 1) under a court order or foreclosure sale;
- 2) by a trustee in bankruptcy;
- 3) to a mortgagee by a mortgagor or successor in interest or to a beneficiary of a deed of trust by a trustor or successor in interest;
- 4) by a mortgagee or a beneficiary under a deed of trust who has acquired the land at a sale conducted under a power of sale under a deed of trust or a sale under a court-ordered foreclosure or has acquired the land by a deed in lieu of foreclosure;
- 5) by a fiduciary in the course of the administration of a decedent's estate, guardianship, conservatorship, or trust;
- 6) from one co-owner to another co-owner of an undivided interest in the real property;
- 7) to a spouse or a person in the lineal line of consanguinity of the seller;
- 8) to or from a governmental entity; or
- 9) of only a mineral interest, leasehold interest, or security interest

The following notice shall be given to a prospective purchaser before the execution of a binding contract of purchase and sale, either separately or as an addendum or paragraph of a purchase contract. In the event a contract of purchase and sale is entered into without the seller having provided the required notice, the purchaser, subject to certain exceptions, is entitled to terminate the contract.

A separate copy of this notice shall be executed by the seller and the purchaser and must be filed in the real property records of the county in which the property is located at the closing of the purchase and sale of the property.

AFTER RECORDING¹ RETURN TO:

NOTICE OF OBLIGATION TO PAY IMPROVEMENT DISTRICT ASSESSMENT TO
TOWN OF WESTLAKE, TEXAS
CONCERNING THE FOLLOWING PROPERTY

STREET ADDRESS

**IMPROVEMENT AREA #1 LAND USE CLASS 2 PRINCIPAL ASSESSMENT:
\$27,243.74**

As the purchaser of the real property described above, you are obligated to pay assessments to Town of Westlake, Texas, for the costs of a portion of a public improvement or services project (the "Authorized Improvements") undertaken for the benefit of the property within ***Solana Public Improvement District*** (the "District") created under Subchapter A, Chapter 372, Local Government Code.

AN ASSESSMENT HAS BEEN LEVIED AGAINST YOUR PROPERTY FOR THE AUTHORIZED IMPROVEMENTS, WHICH MAY BE PAID IN FULL AT ANY TIME. IF THE ASSESSMENT IS NOT PAID IN FULL, IT WILL BE DUE AND PAYABLE IN ANNUAL INSTALLMENTS THAT WILL VARY FROM YEAR TO YEAR DEPENDING ON THE AMOUNT OF INTEREST PAID, COLLECTION COSTS, ADMINISTRATIVE COSTS, AND DELINQUENCY COSTS.

The exact amount of the assessment may be obtained from Town of Westlake. The exact amount of each annual installment will be approved each year by the Westlake Town Council in the annual service plan update for the District. More information about the assessments, including the amounts and due dates, may be obtained from Town of Westlake.

Your failure to pay any assessment or any annual installment may result in penalties and interest being added to what you owe or in a lien on and the foreclosure of your property.

¹ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County when updating for the Current Information of Obligation to Pay Improvement District Assessment.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

The undersigned seller acknowledges providing this notice to the potential purchaser before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER]²

² To be included in copy of the notice required by Section 5.014, Tex. Prop. Code, to be executed by seller in accordance with Section 5.014(a-1), Tex. Prop. Code.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above. The undersigned purchaser acknowledged the receipt of this notice including the current information required by Section 5.0143, Texas Property Code, as amended.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

STATE OF TEXAS

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COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]³

³ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

[The undersigned seller acknowledges providing a separate copy of the notice required by Section 5.014 of the Texas Property Code including the current information required by Section 5.0143, Texas Property Code, as amended, at the closing of the purchase of the real property at the address above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER

STATE OF TEXAS

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COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]⁴

⁴ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

ANNUAL INSTALLMENTS - IMPROVEMENT AREA #1 LAND USE CLASS 2

Installment Due 1/31	Series 2015 Bonds			Reimbursement Agreement Part B		Administrative Expenses	Total Annual Installment ^[c]
	Principal	Interest ^[a]	Delinquency and Prepayment Reserve	Principal	Interest ^[b]		
2026	\$ 630.87	\$ 1,521.97	\$ 121.68	\$ 80.26	\$ 170.19	\$ 107.44	\$ 2,632.41
2027	\$ 673.33	\$ 1,483.33	\$ 118.53	\$ 84.96	\$ 165.49	\$ 107.56	\$ 2,633.20
2028	\$ 715.79	\$ 1,442.09	\$ 115.16	\$ 89.93	\$ 160.52	\$ 109.71	\$ 2,633.20
2029	\$ 758.25	\$ 1,398.24	\$ 111.58	\$ 95.20	\$ 155.25	\$ 111.90	\$ 2,630.44
2030	\$ 806.78	\$ 1,351.80	\$ 107.79	\$ 100.77	\$ 149.68	\$ 114.14	\$ 2,630.97
2031	\$ 861.38	\$ 1,302.39	\$ 103.76	\$ 106.67	\$ 143.78	\$ 116.42	\$ 2,634.40
2032	\$ 915.97	\$ 1,249.63	\$ 99.45	\$ 112.92	\$ 137.53	\$ 118.75	\$ 2,634.25
2033	\$ 970.57	\$ 1,193.52	\$ 94.87	\$ 119.53	\$ 130.92	\$ 121.13	\$ 2,630.54
2034	\$ 1,037.29	\$ 1,134.08	\$ 90.02	\$ 126.53	\$ 123.92	\$ 123.55	\$ 2,635.39
2035	\$ 1,097.95	\$ 1,070.54	\$ 84.83	\$ 133.94	\$ 116.52	\$ 126.02	\$ 2,629.80
2036	\$ 1,170.74	\$ 1,003.29	\$ 79.34	\$ 141.78	\$ 108.67	\$ 128.54	\$ 2,632.37
2037	\$ 1,249.60	\$ 930.12	\$ 73.49	\$ 150.08	\$ 100.37	\$ 131.11	\$ 2,634.78
2038	\$ 1,328.46	\$ 852.02	\$ 67.24	\$ 158.87	\$ 91.59	\$ 133.73	\$ 2,631.91
2039	\$ 1,413.39	\$ 768.99	\$ 60.60	\$ 168.17	\$ 82.28	\$ 136.41	\$ 2,629.84
2040	\$ 1,510.44	\$ 680.65	\$ 53.53	\$ 178.02	\$ 72.44	\$ 139.14	\$ 2,634.22
2041	\$ 1,607.50	\$ 586.25	\$ 45.98	\$ 188.44	\$ 62.01	\$ 141.92	\$ 2,632.10
2042	\$ 1,716.69	\$ 483.77	\$ 37.94	\$ 199.47	\$ 50.98	\$ 144.76	\$ 2,633.62
2043	\$ 1,831.94	\$ 374.34	\$ 29.36	\$ 211.15	\$ 39.30	\$ 147.65	\$ 2,633.74
2044	\$ 1,953.26	\$ 257.55	\$ 20.20	\$ 223.51	\$ 26.94	\$ 150.60	\$ 2,632.07
2045	\$ 2,086.72	\$ 133.03	\$ 10.43	\$ 236.60	\$ 13.85	\$ 153.62	\$ 2,634.25
Total	\$ 24,336.93	\$ 19,217.59	\$ 1,525.82	\$ 2,906.81	\$ 2,102.27	\$ 2,564.09	\$ 52,653.51

Footnotes:

[a] Interest is calculated at a 5.50%, 6.125%, 6.25% and 6.375% rate for term bonds maturing in 2025, 2035, 2040 and 2045 respectively.

[b] Interest is calculated at a 5.855% rate.

[c] The figures shown above are estimates only and subject to change in Annual Service Plan Updates. Changes in Annual Collection Costs, reserve fund requirements, interest earnings, or other available offsets could increase or decrease the amounts shown.

Seller Signature Page to Final Notice with Current Information
of Obligation to Pay Improvement District Assessment

**SOLANA PUBLIC IMPROVEMENT DISTRICT – IMPROVEMENT AREA #1 – LAND
USE CLASS 3 BUYER DISCLOSURE**

NOTICE OF OBLIGATIONS RELATED TO PUBLIC IMPROVEMENT DISTRICT

A person who proposes to sell or otherwise convey real property that is located in a public improvement district established under Subchapter A, Chapter 372, Local Government Code (except for public improvement districts described under Section 372.005), or Chapter 382, Local Government Code, shall first give to the purchaser of the property this written notice, signed by the seller.

For the purposes of this notice, a contract for the purchase and sale of real property having a performance period of less than six months is considered a sale requiring the notice set forth below.

This notice requirement does not apply to a transfer:

- 1) under a court order or foreclosure sale;
- 2) by a trustee in bankruptcy;
- 3) to a mortgagee by a mortgagor or successor in interest or to a beneficiary of a deed of trust by a trustor or successor in interest;
- 4) by a mortgagee or a beneficiary under a deed of trust who has acquired the land at a sale conducted under a power of sale under a deed of trust or a sale under a court-ordered foreclosure or has acquired the land by a deed in lieu of foreclosure;
- 5) by a fiduciary in the course of the administration of a decedent's estate, guardianship, conservatorship, or trust;
- 6) from one co-owner to another co-owner of an undivided interest in the real property;
- 7) to a spouse or a person in the lineal line of consanguinity of the seller;
- 8) to or from a governmental entity; or
- 9) of only a mineral interest, leasehold interest, or security interest

The following notice shall be given to a prospective purchaser before the execution of a binding contract of purchase and sale, either separately or as an addendum or paragraph of a purchase contract. In the event a contract of purchase and sale is entered into without the seller having provided the required notice, the purchaser, subject to certain exceptions, is entitled to terminate the contract.

A separate copy of this notice shall be executed by the seller and the purchaser and must be filed in the real property records of the county in which the property is located at the closing of the purchase and sale of the property.

AFTER RECORDING¹ RETURN TO:

NOTICE OF OBLIGATION TO PAY IMPROVEMENT DISTRICT ASSESSMENT TO
TOWN OF WESTLAKE, TEXAS
CONCERNING THE FOLLOWING PROPERTY

STREET ADDRESS

**IMPROVEMENT AREA #1 LAND USE CLASS 3 PRINCIPAL ASSESSMENT:
\$26,364.91**

As the purchaser of the real property described above, you are obligated to pay assessments to Town of Westlake, Texas, for the costs of a portion of a public improvement or services project (the "Authorized Improvements") undertaken for the benefit of the property within ***Solana Public Improvement District*** (the "District") created under Subchapter A, Chapter 372, Local Government Code.

AN ASSESSMENT HAS BEEN LEVIED AGAINST YOUR PROPERTY FOR THE AUTHORIZED IMPROVEMENTS, WHICH MAY BE PAID IN FULL AT ANY TIME. IF THE ASSESSMENT IS NOT PAID IN FULL, IT WILL BE DUE AND PAYABLE IN ANNUAL INSTALLMENTS THAT WILL VARY FROM YEAR TO YEAR DEPENDING ON THE AMOUNT OF INTEREST PAID, COLLECTION COSTS, ADMINISTRATIVE COSTS, AND DELINQUENCY COSTS.

The exact amount of the assessment may be obtained from Town of Westlake. The exact amount of each annual installment will be approved each year by the Westlake Town Council in the annual service plan update for the District. More information about the assessments, including the amounts and due dates, may be obtained from Town of Westlake.

Your failure to pay any assessment or any annual installment may result in penalties and interest being added to what you owe or in a lien on and the foreclosure of your property.

¹ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County when updating for the Current Information of Obligation to Pay Improvement District Assessment.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

The undersigned seller acknowledges providing this notice to the potential purchaser before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER]²

² To be included in copy of the notice required by Section 5.014, Tex. Prop. Code, to be executed by seller in accordance with Section 5.014(a-1), Tex. Prop. Code.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above. The undersigned purchaser acknowledged the receipt of this notice including the current information required by Section 5.0143, Texas Property Code, as amended.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

STATE OF TEXAS

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COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]³

³ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

[The undersigned seller acknowledges providing a separate copy of the notice required by Section 5.014 of the Texas Property Code including the current information required by Section 5.0143, Texas Property Code, as amended, at the closing of the purchase of the real property at the address above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER

STATE OF TEXAS

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COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]⁴

⁴ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

ANNUAL INSTALLMENTS - IMPROVEMENT AREA #1 LAND USE CLASS 3

Installment Due 1/31	Series 2015 Bonds			Reimbursement Agreement Part B		Administrative Expenses	Total Annual Installment ^[c]
	Principal	Interest ^[a]	Delinquency and Prepayment Reserve	Principal	Interest ^[b]		
2026	\$ 610.52	\$ 1,472.87	\$ 117.76	\$ 77.67	\$ 164.70	\$ 103.97	\$ 2,547.50
2027	\$ 651.61	\$ 1,435.48	\$ 114.71	\$ 82.22	\$ 160.16	\$ 104.09	\$ 2,548.26
2028	\$ 692.70	\$ 1,395.57	\$ 111.45	\$ 87.03	\$ 155.34	\$ 106.17	\$ 2,548.26
2029	\$ 733.79	\$ 1,353.14	\$ 107.99	\$ 92.13	\$ 150.25	\$ 108.29	\$ 2,545.59
2030	\$ 780.76	\$ 1,308.19	\$ 104.32	\$ 97.52	\$ 144.85	\$ 110.46	\$ 2,546.10
2031	\$ 833.59	\$ 1,260.37	\$ 100.41	\$ 103.23	\$ 139.14	\$ 112.67	\$ 2,549.42
2032	\$ 886.42	\$ 1,209.32	\$ 96.24	\$ 109.28	\$ 133.10	\$ 114.92	\$ 2,549.28
2033	\$ 939.26	\$ 1,155.02	\$ 91.81	\$ 115.67	\$ 126.70	\$ 117.22	\$ 2,545.68
2034	\$ 1,003.83	\$ 1,097.49	\$ 87.12	\$ 122.45	\$ 119.93	\$ 119.56	\$ 2,550.38
2035	\$ 1,062.53	\$ 1,036.01	\$ 82.10	\$ 129.62	\$ 112.76	\$ 121.95	\$ 2,544.97
2036	\$ 1,132.98	\$ 970.93	\$ 76.78	\$ 137.21	\$ 105.17	\$ 124.39	\$ 2,547.46
2037	\$ 1,209.29	\$ 900.12	\$ 71.12	\$ 145.24	\$ 97.14	\$ 126.88	\$ 2,549.78
2038	\$ 1,285.61	\$ 824.54	\$ 65.07	\$ 153.74	\$ 88.63	\$ 129.42	\$ 2,547.01
2039	\$ 1,367.79	\$ 744.19	\$ 58.64	\$ 162.74	\$ 79.63	\$ 132.01	\$ 2,545.00
2040	\$ 1,461.72	\$ 658.70	\$ 51.81	\$ 172.27	\$ 70.10	\$ 134.65	\$ 2,549.24
2041	\$ 1,555.64	\$ 567.34	\$ 44.50	\$ 182.36	\$ 60.01	\$ 137.34	\$ 2,547.20
2042	\$ 1,661.31	\$ 468.17	\$ 36.72	\$ 193.04	\$ 49.34	\$ 140.09	\$ 2,548.66
2043	\$ 1,772.85	\$ 362.26	\$ 28.41	\$ 204.34	\$ 38.03	\$ 142.89	\$ 2,548.78
2044	\$ 1,890.25	\$ 249.24	\$ 19.55	\$ 216.30	\$ 26.07	\$ 145.75	\$ 2,547.16
2045	\$ 2,019.40	\$ 128.74	\$ 10.10	\$ 228.97	\$ 13.41	\$ 148.66	\$ 2,549.27
Total	\$ 23,551.87	\$ 18,597.67	\$ 1,476.60	\$ 2,813.04	\$ 2,034.45	\$ 2,481.38	\$ 50,955.01

Footnotes:

[a] Interest is calculated at a 5.50%, 6.125%, 6.25% and 6.375% rate for term bonds maturing in 2025, 2035, 2040 and 2045 respectively.

[b] Interest is calculated at a 5.855% rate.

[c] The figures shown above are estimates only and subject to change in Annual Service Plan Updates. Changes in Annual Collection Costs, reserve fund requirements, interest earnings, or other available offsets could increase or decrease the amounts shown.

Seller Signature Page to Final Notice with Current Information
of Obligation to Pay Improvement District Assessment

**SOLANA PUBLIC IMPROVEMENT DISTRICT – IMPROVEMENT AREA #1 – LAND
USE CLASS 14 BUYER DISCLOSURE**

NOTICE OF OBLIGATIONS RELATED TO PUBLIC IMPROVEMENT DISTRICT

A person who proposes to sell or otherwise convey real property that is located in a public improvement district established under Subchapter A, Chapter 372, Local Government Code (except for public improvement districts described under Section 372.005), or Chapter 382, Local Government Code, shall first give to the purchaser of the property this written notice, signed by the seller.

For the purposes of this notice, a contract for the purchase and sale of real property having a performance period of less than six months is considered a sale requiring the notice set forth below.

This notice requirement does not apply to a transfer:

- 1) under a court order or foreclosure sale;
- 2) by a trustee in bankruptcy;
- 3) to a mortgagee by a mortgagor or successor in interest or to a beneficiary of a deed of trust by a trustor or successor in interest;
- 4) by a mortgagee or a beneficiary under a deed of trust who has acquired the land at a sale conducted under a power of sale under a deed of trust or a sale under a court-ordered foreclosure or has acquired the land by a deed in lieu of foreclosure;
- 5) by a fiduciary in the course of the administration of a decedent's estate, guardianship, conservatorship, or trust;
- 6) from one co-owner to another co-owner of an undivided interest in the real property;
- 7) to a spouse or a person in the lineal line of consanguinity of the seller;
- 8) to or from a governmental entity; or
- 9) of only a mineral interest, leasehold interest, or security interest

The following notice shall be given to a prospective purchaser before the execution of a binding contract of purchase and sale, either separately or as an addendum or paragraph of a purchase contract. In the event a contract of purchase and sale is entered into without the seller having provided the required notice, the purchaser, subject to certain exceptions, is entitled to terminate the contract.

A separate copy of this notice shall be executed by the seller and the purchaser and must be filed in the real property records of the county in which the property is located at the closing of the purchase and sale of the property.

AFTER RECORDING¹ RETURN TO:

NOTICE OF OBLIGATION TO PAY IMPROVEMENT DISTRICT ASSESSMENT TO
TOWN OF WESTLAKE, TEXAS
CONCERNING THE FOLLOWING PROPERTY

STREET ADDRESS

**IMPROVEMENT AREA #1 LAND USE CLASS 14 PRINCIPAL ASSESSMENT PER
1,000 SQUARE FEET: \$9,067.17**

As the purchaser of the real property described above, you are obligated to pay assessments to Town of Westlake, Texas, for the costs of a portion of a public improvement or services project (the "Authorized Improvements") undertaken for the benefit of the property within ***Solana Public Improvement District*** (the "District") created under Subchapter A, Chapter 372, Local Government Code.

AN ASSESSMENT HAS BEEN LEVIED AGAINST YOUR PROPERTY FOR THE AUTHORIZED IMPROVEMENTS, WHICH MAY BE PAID IN FULL AT ANY TIME. IF THE ASSESSMENT IS NOT PAID IN FULL, IT WILL BE DUE AND PAYABLE IN ANNUAL INSTALLMENTS THAT WILL VARY FROM YEAR TO YEAR DEPENDING ON THE AMOUNT OF INTEREST PAID, COLLECTION COSTS, ADMINISTRATIVE COSTS, AND DELINQUENCY COSTS.

The exact amount of the assessment may be obtained from Town of Westlake. The exact amount of each annual installment will be approved each year by the Westlake Town Council in the annual service plan update for the District. More information about the assessments, including the amounts and due dates, may be obtained from Town of Westlake.

Your failure to pay any assessment or any annual installment may result in penalties and interest being added to what you owe or in a lien on and the foreclosure of your property.

¹ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County when updating for the Current Information of Obligation to Pay Improvement District Assessment.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

The undersigned seller acknowledges providing this notice to the potential purchaser before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER]²

² To be included in copy of the notice required by Section 5.014, Tex. Prop. Code, to be executed by seller in accordance with Section 5.014(a-1), Tex. Prop. Code.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above. The undersigned purchaser acknowledged the receipt of this notice including the current information required by Section 5.0143, Texas Property Code, as amended.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

STATE OF TEXAS

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COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]³

³ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

[The undersigned seller acknowledges providing a separate copy of the notice required by Section 5.014 of the Texas Property Code including the current information required by Section 5.0143, Texas Property Code, as amended, at the closing of the purchase of the real property at the address above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER

STATE OF TEXAS

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COUNTY OF _____

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The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]⁴

⁴ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

ANNUAL INSTALLMENTS - IMPROVEMENT AREA #1 LAND USE CLASS 14

Installment Due 1/31	Series 2015 Bonds			Reimbursement Agreement Part B		Administrative Expenses	Total Annual Installment ^[c]
	Principal	Interest ^[a]	Delinquency and Prepayment Reserve	Principal	Interest ^[b]		
2026	\$ 209.96	\$ 506.54	\$ 40.50	\$ 26.71	\$ 56.64	\$ 35.76	\$ 876.11
2027	\$ 224.10	\$ 493.68	\$ 39.45	\$ 28.28	\$ 55.08	\$ 35.80	\$ 876.37
2028	\$ 238.23	\$ 479.95	\$ 38.33	\$ 29.93	\$ 53.42	\$ 36.51	\$ 876.37
2029	\$ 252.36	\$ 465.36	\$ 37.14	\$ 31.68	\$ 51.67	\$ 37.24	\$ 875.45
2030	\$ 268.51	\$ 449.90	\$ 35.88	\$ 33.54	\$ 49.82	\$ 37.99	\$ 875.63
2031	\$ 286.68	\$ 433.46	\$ 34.53	\$ 35.50	\$ 47.85	\$ 38.75	\$ 876.77
2032	\$ 304.85	\$ 415.90	\$ 33.10	\$ 37.58	\$ 45.77	\$ 39.52	\$ 876.72
2033	\$ 323.02	\$ 397.22	\$ 31.58	\$ 39.78	\$ 43.57	\$ 40.31	\$ 875.49
2034	\$ 345.23	\$ 377.44	\$ 29.96	\$ 42.11	\$ 41.24	\$ 41.12	\$ 877.10
2035	\$ 365.42	\$ 356.29	\$ 28.23	\$ 44.58	\$ 38.78	\$ 41.94	\$ 875.24
2036	\$ 389.64	\$ 333.91	\$ 26.41	\$ 47.19	\$ 36.17	\$ 42.78	\$ 876.10
2037	\$ 415.89	\$ 309.56	\$ 24.46	\$ 49.95	\$ 33.41	\$ 43.64	\$ 876.90
2038	\$ 442.13	\$ 283.57	\$ 22.38	\$ 52.87	\$ 30.48	\$ 44.51	\$ 875.94
2039	\$ 470.40	\$ 255.93	\$ 20.17	\$ 55.97	\$ 27.39	\$ 45.40	\$ 875.25
2040	\$ 502.70	\$ 226.53	\$ 17.82	\$ 59.25	\$ 24.11	\$ 46.31	\$ 876.71
2041	\$ 535.00	\$ 195.11	\$ 15.30	\$ 62.72	\$ 20.64	\$ 47.23	\$ 876.01
2042	\$ 571.34	\$ 161.01	\$ 12.63	\$ 66.39	\$ 16.97	\$ 48.18	\$ 876.51
2043	\$ 609.70	\$ 124.58	\$ 9.77	\$ 70.27	\$ 13.08	\$ 49.14	\$ 876.55
2044	\$ 650.08	\$ 85.72	\$ 6.72	\$ 74.39	\$ 8.97	\$ 50.12	\$ 876.00
2045	\$ 694.49	\$ 44.27	\$ 3.47	\$ 78.74	\$ 4.61	\$ 51.13	\$ 876.72
Total	\$ 8,099.74	\$ 6,395.94	\$ 507.82	\$ 967.43	\$ 699.67	\$ 853.37	\$ 17,523.97

Footnotes:

[a] Interest is calculated at a 5.50%, 6.125%, 6.25% and 6.375% rate for term bonds maturing in 2025, 2035, 2040 and 2045 respectively.

[b] Interest is calculated at a 5.855% rate.

[c] The figures shown above are estimates only and subject to change in Annual Service Plan Updates. Changes in Annual Collection Costs, reserve fund requirements, interest earnings, or other available offsets could increase or decrease the amounts shown.

Seller Signature Page to Final Notice with Current Information
of Obligation to Pay Improvement District Assessment

**SOLANA PUBLIC IMPROVEMENT DISTRICT – IMPROVEMENT AREA #2 – LAND
USE CLASS 4 BUYER DISCLOSURE**

NOTICE OF OBLIGATIONS RELATED TO PUBLIC IMPROVEMENT DISTRICT

A person who proposes to sell or otherwise convey real property that is located in a public improvement district established under Subchapter A, Chapter 372, Local Government Code (except for public improvement districts described under Section 372.005), or Chapter 382, Local Government Code, shall first give to the purchaser of the property this written notice, signed by the seller.

For the purposes of this notice, a contract for the purchase and sale of real property having a performance period of less than six months is considered a sale requiring the notice set forth below.

This notice requirement does not apply to a transfer:

- 1) under a court order or foreclosure sale;
- 2) by a trustee in bankruptcy;
- 3) to a mortgagee by a mortgagor or successor in interest or to a beneficiary of a deed of trust by a trustor or successor in interest;
- 4) by a mortgagee or a beneficiary under a deed of trust who has acquired the land at a sale conducted under a power of sale under a deed of trust or a sale under a court-ordered foreclosure or has acquired the land by a deed in lieu of foreclosure;
- 5) by a fiduciary in the course of the administration of a decedent's estate, guardianship, conservatorship, or trust;
- 6) from one co-owner to another co-owner of an undivided interest in the real property;
- 7) to a spouse or a person in the lineal line of consanguinity of the seller;
- 8) to or from a governmental entity; or
- 9) of only a mineral interest, leasehold interest, or security interest

The following notice shall be given to a prospective purchaser before the execution of a binding contract of purchase and sale, either separately or as an addendum or paragraph of a purchase contract. In the event a contract of purchase and sale is entered into without the seller having provided the required notice, the purchaser, subject to certain exceptions, is entitled to terminate the contract.

A separate copy of this notice shall be executed by the seller and the purchaser and must be filed in the real property records of the county in which the property is located at the closing of the purchase and sale of the property.

AFTER RECORDING¹ RETURN TO:

NOTICE OF OBLIGATION TO PAY IMPROVEMENT DISTRICT ASSESSMENT TO
TOWN OF WESTLAKE, TEXAS
CONCERNING THE FOLLOWING PROPERTY

STREET ADDRESS

**IMPROVEMENT AREA #2 LAND USE CLASS 4 PRINCIPAL ASSESSMENT:
\$31,622.00**

As the purchaser of the real property described above, you are obligated to pay assessments to Town of Westlake, Texas, for the costs of a portion of a public improvement or services project (the "Authorized Improvements") undertaken for the benefit of the property within ***Solana Public Improvement District*** (the "District") created under Subchapter A, Chapter 372, Local Government Code.

AN ASSESSMENT HAS BEEN LEVIED AGAINST YOUR PROPERTY FOR THE AUTHORIZED IMPROVEMENTS, WHICH MAY BE PAID IN FULL AT ANY TIME. IF THE ASSESSMENT IS NOT PAID IN FULL, IT WILL BE DUE AND PAYABLE IN ANNUAL INSTALLMENTS THAT WILL VARY FROM YEAR TO YEAR DEPENDING ON THE AMOUNT OF INTEREST PAID, COLLECTION COSTS, ADMINISTRATIVE COSTS, AND DELINQUENCY COSTS.

The exact amount of the assessment may be obtained from Town of Westlake. The exact amount of each annual installment will be approved each year by the Westlake Town Council in the annual service plan update for the District. More information about the assessments, including the amounts and due dates, may be obtained from Town of Westlake.

Your failure to pay any assessment or any annual installment may result in penalties and interest being added to what you owe or in a lien on and the foreclosure of your property.

¹ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County when updating for the Current Information of Obligation to Pay Improvement District Assessment.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

The undersigned seller acknowledges providing this notice to the potential purchaser before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER]²

² To be included in copy of the notice required by Section 5.014, Tex. Prop. Code, to be executed by seller in accordance with Section 5.014(a-1), Tex. Prop. Code.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above. The undersigned purchaser acknowledged the receipt of this notice including the current information required by Section 5.0143, Texas Property Code, as amended.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

STATE OF TEXAS

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COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]³

³ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

[The undersigned seller acknowledges providing a separate copy of the notice required by Section 5.014 of the Texas Property Code including the current information required by Section 5.0143, Texas Property Code, as amended, at the closing of the purchase of the real property at the address above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER

STATE OF TEXAS

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COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]⁴

⁴ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

ANNUAL INSTALLMENTS - IMPROVEMENT AREA #1 LAND USE CLASS 4

Installment Due 1/31	Series 2015 Bonds			Administrative Expenses	Total Annual Installment ^[b]
	Principal	Interest ^[a]	Delinquency and Prepayment Reserve		
2026	\$ 819.71	\$ 1,977.56	\$ 158.11	\$ 118.27	\$ 3,073.65
2027	\$ 874.89	\$ 1,927.35	\$ 154.01	\$ 118.38	\$ 3,074.63
2028	\$ 930.06	\$ 1,873.76	\$ 149.64	\$ 120.75	\$ 3,074.21
2029	\$ 985.23	\$ 1,816.80	\$ 144.99	\$ 123.16	\$ 3,070.18
2030	\$ 1,048.29	\$ 1,756.45	\$ 140.06	\$ 125.63	\$ 3,070.42
2031	\$ 1,119.22	\$ 1,692.24	\$ 134.82	\$ 128.14	\$ 3,074.42
2032	\$ 1,190.16	\$ 1,623.69	\$ 129.22	\$ 130.70	\$ 3,073.78
2033	\$ 1,261.10	\$ 1,550.79	\$ 123.27	\$ 133.31	\$ 3,068.48
2034	\$ 1,347.80	\$ 1,473.55	\$ 116.97	\$ 135.98	\$ 3,074.30
2035	\$ 1,426.62	\$ 1,391.00	\$ 110.23	\$ 138.70	\$ 3,066.54
2036	\$ 1,521.20	\$ 1,303.62	\$ 103.09	\$ 141.47	\$ 3,069.39
2037	\$ 1,623.66	\$ 1,208.54	\$ 95.49	\$ 144.30	\$ 3,072.00
2038	\$ 1,726.13	\$ 1,107.07	\$ 87.37	\$ 147.19	\$ 3,067.75
2039	\$ 1,836.47	\$ 999.18	\$ 78.74	\$ 150.13	\$ 3,064.53
2040	\$ 1,962.58	\$ 884.40	\$ 69.56	\$ 153.14	\$ 3,069.68
2041	\$ 2,088.69	\$ 761.74	\$ 59.74	\$ 156.20	\$ 3,066.38
2042	\$ 2,230.57	\$ 628.59	\$ 49.30	\$ 159.32	\$ 3,067.78
2043	\$ 2,380.32	\$ 486.39	\$ 38.15	\$ 162.51	\$ 3,067.37
2044	\$ 2,537.96	\$ 334.64	\$ 26.25	\$ 165.76	\$ 3,064.61
2045	\$ 2,711.36	\$ 172.85	\$ 13.56	\$ 169.08	\$ 3,066.84
Total	\$ 31,622.00	\$ 24,970.23	\$ 1,982.56	\$ 2,822.13	\$ 61,396.92

Footnotes:

[a] Interest is calculated at a 5.50%, 6.125%, 6.25% and 6.375% rate for term bonds maturing in 2025, 2035, 2040 and 2045 respectively.

[b] The figures shown above are estimates only and subject to change in Annual Service Plan Updates. Changes in Annual Collection Costs, reserve fund requirements, interest earnings, or other available offsets could increase or decrease the amounts shown.

**SOLANA PUBLIC IMPROVEMENT DISTRICT – IMPROVEMENT AREA #2 – LAND
USE CLASS 5 BUYER DISCLOSURE**

NOTICE OF OBLIGATIONS RELATED TO PUBLIC IMPROVEMENT DISTRICT

A person who proposes to sell or otherwise convey real property that is located in a public improvement district established under Subchapter A, Chapter 372, Local Government Code (except for public improvement districts described under Section 372.005), or Chapter 382, Local Government Code, shall first give to the purchaser of the property this written notice, signed by the seller.

For the purposes of this notice, a contract for the purchase and sale of real property having a performance period of less than six months is considered a sale requiring the notice set forth below.

This notice requirement does not apply to a transfer:

- 1) under a court order or foreclosure sale;
- 2) by a trustee in bankruptcy;
- 3) to a mortgagee by a mortgagor or successor in interest or to a beneficiary of a deed of trust by a trustor or successor in interest;
- 4) by a mortgagee or a beneficiary under a deed of trust who has acquired the land at a sale conducted under a power of sale under a deed of trust or a sale under a court-ordered foreclosure or has acquired the land by a deed in lieu of foreclosure;
- 5) by a fiduciary in the course of the administration of a decedent's estate, guardianship, conservatorship, or trust;
- 6) from one co-owner to another co-owner of an undivided interest in the real property;
- 7) to a spouse or a person in the lineal line of consanguinity of the seller;
- 8) to or from a governmental entity; or
- 9) of only a mineral interest, leasehold interest, or security interest

The following notice shall be given to a prospective purchaser before the execution of a binding contract of purchase and sale, either separately or as an addendum or paragraph of a purchase contract. In the event a contract of purchase and sale is entered into without the seller having provided the required notice, the purchaser, subject to certain exceptions, is entitled to terminate the contract.

A separate copy of this notice shall be executed by the seller and the purchaser and must be filed in the real property records of the county in which the property is located at the closing of the purchase and sale of the property.

AFTER RECORDING¹ RETURN TO:

NOTICE OF OBLIGATION TO PAY IMPROVEMENT DISTRICT ASSESSMENT TO
TOWN OF WESTLAKE, TEXAS
CONCERNING THE FOLLOWING PROPERTY

STREET ADDRESS

**IMPROVEMENT AREA #2 LAND USE CLASS 5 PRINCIPAL ASSESSMENT:
\$21,651.54**

As the purchaser of the real property described above, you are obligated to pay assessments to Town of Westlake, Texas, for the costs of a portion of a public improvement or services project (the "Authorized Improvements") undertaken for the benefit of the property within ***Solana Public Improvement District*** (the "District") created under Subchapter A, Chapter 372, Local Government Code.

AN ASSESSMENT HAS BEEN LEVIED AGAINST YOUR PROPERTY FOR THE AUTHORIZED IMPROVEMENTS, WHICH MAY BE PAID IN FULL AT ANY TIME. IF THE ASSESSMENT IS NOT PAID IN FULL, IT WILL BE DUE AND PAYABLE IN ANNUAL INSTALLMENTS THAT WILL VARY FROM YEAR TO YEAR DEPENDING ON THE AMOUNT OF INTEREST PAID, COLLECTION COSTS, ADMINISTRATIVE COSTS, AND DELINQUENCY COSTS.

The exact amount of the assessment may be obtained from Town of Westlake. The exact amount of each annual installment will be approved each year by the Westlake Town Council in the annual service plan update for the District. More information about the assessments, including the amounts and due dates, may be obtained from Town of Westlake.

Your failure to pay any assessment or any annual installment may result in penalties and interest being added to what you owe or in a lien on and the foreclosure of your property.

¹ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County when updating for the Current Information of Obligation to Pay Improvement District Assessment.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

The undersigned seller acknowledges providing this notice to the potential purchaser before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER]²

² To be included in copy of the notice required by Section 5.014, Tex. Prop. Code, to be executed by seller in accordance with Section 5.014(a-1), Tex. Prop. Code.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above. The undersigned purchaser acknowledged the receipt of this notice including the current information required by Section 5.0143, Texas Property Code, as amended.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

STATE OF TEXAS

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COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]³

³ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

[The undersigned seller acknowledges providing a separate copy of the notice required by Section 5.014 of the Texas Property Code including the current information required by Section 5.0143, Texas Property Code, as amended, at the closing of the purchase of the real property at the address above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER

STATE OF TEXAS

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COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]⁴

⁴ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

ANNUAL INSTALLMENTS - IMPROVEMENT AREA #2 LAND USE CLASS 5

Installment Due 1/31	Series 2015 Bonds			Administrative Expenses	Total Annual Installment ^[b]
	Principal	Interest ^[a]	Delinquency and Prepayment Reserve		
2026	\$ 561.26	\$ 1,354.03	\$ 108.26	\$ 80.98	\$ 2,104.52
2027	\$ 599.03	\$ 1,319.65	\$ 105.45	\$ 81.05	\$ 2,105.19
2028	\$ 636.81	\$ 1,282.96	\$ 102.46	\$ 82.68	\$ 2,104.90
2029	\$ 674.59	\$ 1,243.96	\$ 99.27	\$ 84.33	\$ 2,102.15
2030	\$ 717.76	\$ 1,202.64	\$ 95.90	\$ 86.02	\$ 2,102.31
2031	\$ 766.33	\$ 1,158.68	\$ 92.31	\$ 87.74	\$ 2,105.05
2032	\$ 814.90	\$ 1,111.74	\$ 88.48	\$ 89.49	\$ 2,104.61
2033	\$ 863.47	\$ 1,061.83	\$ 84.40	\$ 91.28	\$ 2,100.98
2034	\$ 922.83	\$ 1,008.94	\$ 80.09	\$ 93.11	\$ 2,104.97
2035	\$ 976.80	\$ 952.42	\$ 75.47	\$ 94.97	\$ 2,099.66
2036	\$ 1,041.56	\$ 892.59	\$ 70.59	\$ 96.87	\$ 2,101.60
2037	\$ 1,111.72	\$ 827.49	\$ 65.38	\$ 98.80	\$ 2,103.39
2038	\$ 1,181.88	\$ 758.01	\$ 59.82	\$ 100.78	\$ 2,100.49
2039	\$ 1,257.43	\$ 684.14	\$ 53.91	\$ 102.80	\$ 2,098.28
2040	\$ 1,343.78	\$ 605.55	\$ 47.63	\$ 104.85	\$ 2,101.80
2041	\$ 1,430.12	\$ 521.56	\$ 40.91	\$ 106.95	\$ 2,099.54
2042	\$ 1,527.26	\$ 430.39	\$ 33.76	\$ 109.09	\$ 2,100.50
2043	\$ 1,629.80	\$ 333.03	\$ 26.12	\$ 111.27	\$ 2,100.22
2044	\$ 1,737.74	\$ 229.13	\$ 17.97	\$ 113.50	\$ 2,098.33
2045	\$ 1,856.46	\$ 118.35	\$ 9.28	\$ 115.77	\$ 2,099.86
Total	\$ 21,651.54	\$ 17,097.08	\$ 1,357.46	\$ 1,932.31	\$ 42,038.38

Footnotes:

[a] Interest is calculated at a 5.50%, 6.125%, 6.25% and 6.375% rate for term bonds maturing in 2025, 2035, 2040 and 2045 respectively.

[b] The figures shown above are estimates only and subject to change in Annual Service Plan Updates. Changes in Annual Collection Costs, reserve fund requirements, interest earnings, or other available offsets could increase or decrease the amounts shown.

**SOLANA PUBLIC IMPROVEMENT DISTRICT – IMPROVEMENT AREA #2 – LAND
USE CLASS 6 BUYER DISCLOSURE**

NOTICE OF OBLIGATIONS RELATED TO PUBLIC IMPROVEMENT DISTRICT

A person who proposes to sell or otherwise convey real property that is located in a public improvement district established under Subchapter A, Chapter 372, Local Government Code (except for public improvement districts described under Section 372.005), or Chapter 382, Local Government Code, shall first give to the purchaser of the property this written notice, signed by the seller.

For the purposes of this notice, a contract for the purchase and sale of real property having a performance period of less than six months is considered a sale requiring the notice set forth below.

This notice requirement does not apply to a transfer:

- 1) under a court order or foreclosure sale;
- 2) by a trustee in bankruptcy;
- 3) to a mortgagee by a mortgagor or successor in interest or to a beneficiary of a deed of trust by a trustor or successor in interest;
- 4) by a mortgagee or a beneficiary under a deed of trust who has acquired the land at a sale conducted under a power of sale under a deed of trust or a sale under a court-ordered foreclosure or has acquired the land by a deed in lieu of foreclosure;
- 5) by a fiduciary in the course of the administration of a decedent's estate, guardianship, conservatorship, or trust;
- 6) from one co-owner to another co-owner of an undivided interest in the real property;
- 7) to a spouse or a person in the lineal line of consanguinity of the seller;
- 8) to or from a governmental entity; or
- 9) of only a mineral interest, leasehold interest, or security interest

The following notice shall be given to a prospective purchaser before the execution of a binding contract of purchase and sale, either separately or as an addendum or paragraph of a purchase contract. In the event a contract of purchase and sale is entered into without the seller having provided the required notice, the purchaser, subject to certain exceptions, is entitled to terminate the contract.

A separate copy of this notice shall be executed by the seller and the purchaser and must be filed in the real property records of the county in which the property is located at the closing of the purchase and sale of the property.

AFTER RECORDING¹ RETURN TO:

NOTICE OF OBLIGATION TO PAY IMPROVEMENT DISTRICT ASSESSMENT TO
TOWN OF WESTLAKE, TEXAS
CONCERNING THE FOLLOWING PROPERTY

STREET ADDRESS

**IMPROVEMENT AREA #2 LAND USE CLASS 6 PRINCIPAL ASSESSMENT:
\$16,431.48**

As the purchaser of the real property described above, you are obligated to pay assessments to Town of Westlake, Texas, for the costs of a portion of a public improvement or services project (the "Authorized Improvements") undertaken for the benefit of the property within ***Solana Public Improvement District*** (the "District") created under Subchapter A, Chapter 372, Local Government Code.

AN ASSESSMENT HAS BEEN LEVIED AGAINST YOUR PROPERTY FOR THE AUTHORIZED IMPROVEMENTS, WHICH MAY BE PAID IN FULL AT ANY TIME. IF THE ASSESSMENT IS NOT PAID IN FULL, IT WILL BE DUE AND PAYABLE IN ANNUAL INSTALLMENTS THAT WILL VARY FROM YEAR TO YEAR DEPENDING ON THE AMOUNT OF INTEREST PAID, COLLECTION COSTS, ADMINISTRATIVE COSTS, AND DELINQUENCY COSTS.

The exact amount of the assessment may be obtained from Town of Westlake. The exact amount of each annual installment will be approved each year by the Westlake Town Council in the annual service plan update for the District. More information about the assessments, including the amounts and due dates, may be obtained from Town of Westlake.

Your failure to pay any assessment or any annual installment may result in penalties and interest being added to what you owe or in a lien on and the foreclosure of your property.

¹ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County when updating for the Current Information of Obligation to Pay Improvement District Assessment.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

The undersigned seller acknowledges providing this notice to the potential purchaser before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER]²

² To be included in copy of the notice required by Section 5.014, Tex. Prop. Code, to be executed by seller in accordance with Section 5.014(a-1), Tex. Prop. Code.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above. The undersigned purchaser acknowledged the receipt of this notice including the current information required by Section 5.0143, Texas Property Code, as amended.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

STATE OF TEXAS

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COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]³

³ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

[The undersigned seller acknowledges providing a separate copy of the notice required by Section 5.014 of the Texas Property Code including the current information required by Section 5.0143, Texas Property Code, as amended, at the closing of the purchase of the real property at the address above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER

STATE OF TEXAS

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COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]⁴

⁴ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

ANNUAL INSTALLMENTS - IMPROVEMENT AREA #2 LAND USE CLASS 6

Installment Due 1/31	Series 2015 Bonds			Administrative Expenses	Total Annual Installment ^[b]
	Principal	Interest ^[a]	Delinquency and Prepayment Reserve		
2026	\$ 425.94	\$ 1,027.58	\$ 82.16	\$ 61.46	\$ 1,597.14
2027	\$ 454.61	\$ 1,001.49	\$ 80.03	\$ 61.51	\$ 1,597.64
2028	\$ 483.28	\$ 973.65	\$ 77.75	\$ 62.74	\$ 1,597.42
2029	\$ 511.95	\$ 944.05	\$ 75.34	\$ 64.00	\$ 1,595.33
2030	\$ 544.71	\$ 912.69	\$ 72.78	\$ 65.28	\$ 1,595.46
2031	\$ 581.57	\$ 879.33	\$ 70.05	\$ 66.58	\$ 1,597.54
2032	\$ 618.43	\$ 843.71	\$ 67.15	\$ 67.91	\$ 1,597.20
2033	\$ 655.29	\$ 805.83	\$ 64.05	\$ 69.27	\$ 1,594.45
2034	\$ 700.34	\$ 765.69	\$ 60.78	\$ 70.66	\$ 1,597.47
2035	\$ 741.30	\$ 722.79	\$ 57.28	\$ 72.07	\$ 1,593.44
2036	\$ 790.45	\$ 677.39	\$ 53.57	\$ 73.51	\$ 1,594.92
2037	\$ 843.69	\$ 627.99	\$ 49.62	\$ 74.98	\$ 1,596.28
2038	\$ 896.93	\$ 575.26	\$ 45.40	\$ 76.48	\$ 1,594.07
2039	\$ 954.27	\$ 519.20	\$ 40.91	\$ 78.01	\$ 1,592.40
2040	\$ 1,019.80	\$ 459.56	\$ 36.14	\$ 79.57	\$ 1,595.07
2041	\$ 1,085.33	\$ 395.82	\$ 31.04	\$ 81.16	\$ 1,593.36
2042	\$ 1,159.05	\$ 326.63	\$ 25.62	\$ 82.79	\$ 1,594.08
2043	\$ 1,236.87	\$ 252.74	\$ 19.82	\$ 84.44	\$ 1,593.87
2044	\$ 1,318.78	\$ 173.89	\$ 13.64	\$ 86.13	\$ 1,592.44
2045	\$ 1,408.88	\$ 89.82	\$ 7.04	\$ 87.86	\$ 1,593.60
Total	\$ 16,431.48	\$ 12,975.08	\$ 1,030.18	\$ 1,466.44	\$ 31,903.18

Footnotes:

[a] Interest is calculated at a 5.50%, 6.125%, 6.25% and 6.375% rate for term bonds maturing in 2025, 2035, 2040 and 2045 respectively.

[b] The figures shown above are estimates only and subject to change in Annual Service Plan Updates. Changes in Annual Collection Costs, reserve fund requirements, interest earnings, or other available offsets could increase or decrease the amounts shown.

**SOLANA PUBLIC IMPROVEMENT DISTRICT – IMPROVEMENT AREA #3 – INITIAL
PARCEL BUYER DISCLOSURE**

NOTICE OF OBLIGATIONS RELATED TO PUBLIC IMPROVEMENT DISTRICT

A person who proposes to sell or otherwise convey real property that is located in a public improvement district established under Subchapter A, Chapter 372, Local Government Code (except for public improvement districts described under Section 372.005), or Chapter 382, Local Government Code, shall first give to the purchaser of the property this written notice, signed by the seller.

For the purposes of this notice, a contract for the purchase and sale of real property having a performance period of less than six months is considered a sale requiring the notice set forth below.

This notice requirement does not apply to a transfer:

- 1) under a court order or foreclosure sale;
- 2) by a trustee in bankruptcy;
- 3) to a mortgagee by a mortgagor or successor in interest or to a beneficiary of a deed of trust by a trustor or successor in interest;
- 4) by a mortgagee or a beneficiary under a deed of trust who has acquired the land at a sale conducted under a power of sale under a deed of trust or a sale under a court-ordered foreclosure or has acquired the land by a deed in lieu of foreclosure;
- 5) by a fiduciary in the course of the administration of a decedent's estate, guardianship, conservatorship, or trust;
- 6) from one co-owner to another co-owner of an undivided interest in the real property;
- 7) to a spouse or a person in the lineal line of consanguinity of the seller;
- 8) to or from a governmental entity; or
- 9) of only a mineral interest, leasehold interest, or security interest

The following notice shall be given to a prospective purchaser before the execution of a binding contract of purchase and sale, either separately or as an addendum or paragraph of a purchase contract. In the event a contract of purchase and sale is entered into without the seller having provided the required notice, the purchaser, subject to certain exceptions, is entitled to terminate the contract.

A separate copy of this notice shall be executed by the seller and the purchaser and must be filed in the real property records of the county in which the property is located at the closing of the purchase and sale of the property.

AFTER RECORDING¹ RETURN TO:

NOTICE OF OBLIGATION TO PAY IMPROVEMENT DISTRICT ASSESSMENT TO
TOWN OF WESTLAKE, TEXAS
CONCERNING THE FOLLOWING PROPERTY

STREET ADDRESS

IMPROVEMENT AREA #3 INITIAL PARCEL PRINCIPAL ASSESSMENT:
\$3,299,486.37

As the purchaser of the real property described above, you are obligated to pay assessments to Town of Westlake, Texas, for the costs of a portion of a public improvement or services project (the "Authorized Improvements") undertaken for the benefit of the property ***Solana Public Improvement District*** (the "District") created under Subchapter A, Chapter 372, Local Government Code.

AN ASSESSMENT HAS BEEN LEVIED AGAINST YOUR PROPERTY FOR THE AUTHORIZED IMPROVEMENTS, WHICH MAY BE PAID IN FULL AT ANY TIME. IF THE ASSESSMENT IS NOT PAID IN FULL, IT WILL BE DUE AND PAYABLE IN ANNUAL INSTALLMENTS THAT WILL VARY FROM YEAR TO YEAR DEPENDING ON THE AMOUNT OF INTEREST PAID, COLLECTION COSTS, ADMINISTRATIVE COSTS, AND DELINQUENCY COSTS.

The exact amount of the assessment may be obtained from Town of Westlake. The exact amount of each annual installment will be approved each year by the Westlake Town Council in the annual service plan update for the District. More information about the assessments, including the amounts and due dates, may be obtained from Town of Westlake.

Your failure to pay any assessment or any annual installment may result in penalties and interest being added to what you owe or in a lien on and the foreclosure of your property.

¹ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County when updating for the Current Information of Obligation to Pay Improvement District Assessment.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

The undersigned seller acknowledges providing this notice to the potential purchaser before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER]²

² To be included in copy of the notice required by Section 5.014, Tex. Prop. Code, to be executed by seller in accordance with Section 5.014(a-1), Tex. Prop. Code.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above. The undersigned purchaser acknowledged the receipt of this notice including the current information required by Section 5.0143, Texas Property Code, as amended.

DATE:

DATE:

SIGNATURE OF PURCHASER

SIGNATURE OF PURCHASER

STATE OF TEXAS

§
§
§

COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]³

³ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

[The undersigned seller acknowledges providing a separate copy of the notice required by Section 5.014 of the Texas Property Code including the current information required by Section 5.0143, Texas Property Code, as amended, at the closing of the purchase of the real property at the address above.

DATE:

DATE:

SIGNATURE OF SELLER

SIGNATURE OF SELLER

STATE OF TEXAS

§
§
§

COUNTY OF _____

The foregoing instrument was acknowledged before me by _____ and _____, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this _____, 20__.

Notary Public, State of Texas]⁴

⁴ To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Tarrant County.

ANNUAL INSTALLMENTS - IMPROVEMENT AREA #3 INITIAL PARCEL

Installment Due 1/31	Series 2015 Bonds			Administrative Expenses	Total Annual Installment ^[b]
	Principal	Interest ^[a]	Delinquency and Prepayment Reserve		
2026	\$ 85,530.06	\$ 206,341.26	\$ 16,497.43	\$ 12,238.35	\$ 320,607.10
2027	\$ 91,286.89	\$ 201,102.54	\$ 16,069.78	\$ 12,249.50	\$ 320,708.71
2028	\$ 97,043.72	\$ 195,511.22	\$ 15,613.35	\$ 12,494.49	\$ 320,662.77
2029	\$ 102,800.55	\$ 189,567.29	\$ 15,128.13	\$ 12,744.38	\$ 320,240.35
2030	\$ 109,379.78	\$ 183,270.76	\$ 14,614.13	\$ 12,999.26	\$ 320,263.93
2031	\$ 116,781.42	\$ 176,571.25	\$ 14,067.23	\$ 13,259.25	\$ 320,679.15
2032	\$ 124,183.06	\$ 169,418.39	\$ 13,483.32	\$ 13,524.43	\$ 320,609.20
2033	\$ 131,584.70	\$ 161,812.17	\$ 12,862.40	\$ 13,794.92	\$ 320,054.20
2034	\$ 140,631.15	\$ 153,752.61	\$ 12,204.48	\$ 14,070.82	\$ 320,659.06
2035	\$ 148,855.19	\$ 145,138.95	\$ 11,501.33	\$ 14,352.24	\$ 319,847.71
2036	\$ 158,724.05	\$ 136,021.57	\$ 10,757.05	\$ 14,639.28	\$ 320,141.95
2037	\$ 169,415.30	\$ 126,101.32	\$ 9,963.43	\$ 14,932.07	\$ 320,412.12
2038	\$ 180,106.56	\$ 115,512.86	\$ 9,116.35	\$ 15,230.71	\$ 319,966.48
2039	\$ 191,620.22	\$ 104,256.20	\$ 8,215.82	\$ 15,535.32	\$ 319,627.57
2040	\$ 204,778.69	\$ 92,279.94	\$ 7,257.72	\$ 15,846.03	\$ 320,162.38
2041	\$ 217,937.16	\$ 79,481.27	\$ 6,233.83	\$ 16,162.95	\$ 319,815.21
2042	\$ 232,740.44	\$ 65,587.78	\$ 5,144.14	\$ 16,486.21	\$ 319,958.57
2043	\$ 248,366.12	\$ 50,750.57	\$ 3,980.44	\$ 16,815.93	\$ 319,913.07
2044	\$ 264,814.21	\$ 34,917.23	\$ 2,738.61	\$ 17,152.25	\$ 319,622.30
2045	\$ 282,907.11	\$ 18,035.33	\$ 1,414.54	\$ 17,495.30	\$ 319,852.27
Total	\$ 3,299,486.37	\$ 2,605,430.53	\$ 206,863.49	\$ 292,023.69	\$ 6,403,804.07

Footnotes:

[a] Interest is calculated at a 5.50%, 6.125%, 6.25% and 6.375% rate for term bonds maturing in 2025, 2035, 2040 and 2045 respectively.

[b] The figures shown above are estimates only and subject to change in Annual Service Plan Updates. Changes in Annual Collection Costs, reserve fund requirements, interest earnings, or other available offsets could increase or decrease the amounts shown.



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** F.5.
FROM: Cayce Lay Lamas, Finance Director, Finance
SUBJECT: Consider and act to adopt Ordinance 1032 amending the Master Fee Schedule
Effective October 1, 2025.

ATTACHMENTS:

1. Ord 1032 Master Fee Schedule
2. Master Fee Schedule FY26

SUMMARY :

The Town of Westlake assesses and collects various fees by adopting an ordinance, not less than annually, and publishing the associated Master Fee Schedule for transparency and clarity.

BACKGROUND AND DISCUSSION:

The Town of Westlake reevaluates the master fee schedule not less than annually for building permits, development fees, and other miscellaneous fees of the Town to ensure that fees cover costs associated with services provided, dependent on the proportion of the population impacted. The most recent update for the fee schedule was adopted on November 11, 2024, under Ordinance 1012.

Changes from the previous fee schedule are limited to the addition of recently approved impact fees and a change from percentage to a flat fee for solid waste hauling.

FISCAL IMPACT:

TBD

LEGAL REVIEW:

N/A

RECOMMENDATION:

Approve Ordinance 1032, amending the Master Fee Schedule, as presented

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Deny

Motion to Approve with Changes/Conditions

Motion to Continue or Table

TOWN OF WESTLAKE

ORDINANCE NO. 1032

AN ORDINANCE OF THE TOWN OF WESTLAKE AMENDING ORDINANCE 1012 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.

WHEREAS, the Town of Westlake, Texas is a general law Town; 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, the Town Council adopted the most current fee schedule for the Town of Westlake on September 16, 2024, under Ordinance 1012; and

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 Town Council of the Town of Westlake, Texas does hereby adopt Ordinance 1036 subject to the Fee Schedule provided in ***“Exhibit A”***.

SECTION 3: 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 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 16TH DAY OF SEPTEMBER, 2025.

Kim Greaves, Mayor

ATTEST:

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney



T H E T O W N O F
WESTLAKE

DISTINCTIVE BY DESIGN

FY2026 FEE SCHEDULE

TOWN OF WESTLAKE

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1. Building Inspection Services

- The review fee is collected at the time of submittal and is non-refundable unless the fee is collected in error by the Town of Westlake
- The permit fee is collected at the time of permit issuance for building permits and trade permits
- Additional fees listed are collected at the time of issuance

A. Contractor Registration

- No person shall perform any work or supply any materials without first having registered with the Town of Westlake
- All registrations are one-year registrations. Contractors registered before this timeline will keep their current two-year expiration date until renewal occurs.

<i>Contractor Type</i>	<i>1-Year Registrations</i>
General Contractor	\$125.00
Backflow Tester	\$125.00
Construction Waste	No fee
Electrician	No fee
Irrigator	\$125.00
Mechanical	No fee
Plumber	No fee
Pool	\$125.00
Roofing	\$125.00
Right of Way (ROW)	\$125.00
Signage	\$125.00
Subdivision General Contractor	\$125.00
Subdivision Utility Contractor	\$125.00
Subdivision Paving Contractor	\$125.00
Well (Water & Gas)	\$125.00

B. Residential Building Permits

- The plan review fee is collected at the time of submittal and is non-refundable unless the fee is collected in error by the Town of Westlake

B-1. New Single Family Residential

Residential Permit Fee	\$1.8846 /sq. ft.
Residential Plan Review Fee	\$0.65961 / sq. ft.
Residential Building Inspection Fee	\$0.65961 / sq. ft.
Public Works Inspection Fee	\$418.80
Residential Fire Inspection Fee	\$418.80
Drainage / Grading / Excavation Fee	\$600.00
Erosion Control Fee	\$1,500.00
Duct Bank Fee	\$3,100.00
Mechanical Fees	See Table 1.D
Electrical Fees	See Table 1.D
Plumbing Fees	See Table 1.D

B-2. Residential Additions and Accessory Structures

Residential Permit Fee	\$1.8846 /sq. ft.
Residential Plan Review Fee	\$0.65961 / sq. ft.
Residential Building Inspection Fee	\$0.65961 / sq. ft.
Residential Fire Inspection Fee	\$418.80
Mechanical Fees	See Table 1.D
Electrical Fees	See Table 1.D
Plumbing Fees	See Table 1.D

B-3. Residential Remodel Fees

Residential Permit Fee	See Table 1.B-4
Residential Plan Review Fee	\$0.65961 / sq. ft. (maximum \$250)
Residential Building Inspection Fee	\$0.65961 / sq. ft. (maximum \$250)

B-4. Residential Remodel Permit Fee

<i>Square Feet</i>	<i>Fee</i>
≤ 200 square feet	\$300.00
≤ 500 square feet	\$500.00
≤ 750 square feet	\$800.00
≤ 1,000 square feet	\$1,000.00
> 1,000 square feet	\$1,500.00
per additional sq. ft. over 1,000	\$0.01

C. Nonresidential Building Permits

- The plan review fee is collected at the time of submittal and is non-refundable unless the fee is collected in error by the Town of Westlake.
- The declared valuation shall include the fair market value of the proposed improvements, including the architectural, structural, electrical, plumbing, mechanical work, paving, parking, drive approach, and the contractor's profit. The building official may require the applicant to verify the declared value.
- The building official may also use the data provided in the most current building valuation table published by the International Code Council to determine building valuation for permit fee purposes.

C-1. Nonresidential Permit Fee

- Used to calculate the base permit fee (additional charges apply below)

Nonresidential Permit Fee	See Table 1.C-4
Nonresidential Plan Review Fee	Nonresidential Permit Fee × 65%
Nonresidential Structural Plan Review Fee	Actual Cost Incurred + 10% Administrative Costs
Nonresidential Inspection Fee	\$0.65961 / sq. ft.
Nonresidential Fire Review / Inspection Fee	See Table 1.C-5
Public Works Inspection Fee	\$400.00
Duct Bank Fee	\$3,100.00
Erosion Control Fee	\$1,500.00
Drainage / Grading / Excavation Fee	\$600.00 + \$100.00 /acre
Mechanical Fees	See Table 1.D
Electrical Fees	See Table 1.D
Plumbing Fees	See Table 1.D
Energy Compliance	See Table 1.D

C-2. Nonresidential Remodel, Repair & Alterations

- Includes Accessory Structures, Additions and Tenant Finish-Outs

Nonresidential Permit Fee	See Table 1.C-4
Nonresidential Plan Review Fee	Nonresidential Permit Fee × 65%
Nonresidential Inspection Fee	\$0.65961 / sq. ft.
Nonresidential Fire Review / Inspection Fee	See Table 1.C-5
Mechanical Fees	See Table 1.D
Electrical Fees	See Table 1.D
Plumbing Fees	See Table 1.D
Energy Compliance	See Table 1.D

C-3. New Nonresidential Whitebox

Nonresidential Permit Fee	See Table 1.C-4 with \$1,000 maximum
Nonresidential Plan Review Fee	Nonresidential Permit Fee × 65% (maximum \$500)
Nonresidential Inspection Fee	\$0.65961 / sq. ft. (maximum \$500)

C-4. Nonresidential Permit Fee

- Used to calculate the base permit fee in [Table 1.C-1](#)

Total Valuation	Fee
≤ \$1,000	\$150.00
≤ \$5,000	\$150.00
per additional \$100 over \$1,000	\$7.00
≤ \$25,000	\$430.00
per additional \$1,000 over \$5,000	\$31.50
≤ \$50,000	\$1,060.00
per additional \$1,000 over \$25,000	\$22.68
≤ \$100,000	\$1,627.00
per additional \$1,000 over \$50,000	\$15.75
≤ \$500,000	\$2,415.50
per additional \$1,000 over \$100,000	\$13.30
≤ \$1,000,000	\$7,735.50
per additional \$1,000 over \$500,000	\$11.30
≤ \$5,000,000	\$13,385.50
per additional \$1,000 over \$1,000,000	\$9.30
> \$5,000,000	\$50,588.5
per additional \$1,000 over \$5,000,000	\$7.30

C-5. Nonresidential Fire Review / Inspection Fee

- Used to calculate the nonresidential fire review / inspection fee in [Table 1.C-1](#)

<i>Square Feet</i>	<i>Fee</i>
≤ 10,000 sq. ft.	\$500.00
≤ 100,000 sq. ft.	\$500.00
per sq. ft. over 10,000	\$0.20
≤ 300,000 sq. ft.	\$18,500.00
per sq. ft. over 100,000	\$0.15
≤ 500,000 sq. ft.	\$48,500.00
per sq. ft. over 300,000	\$0.10
> 500,000 sq. ft.	\$68,500.00
per sq. ft. over 500,000	\$0.05

D. New Construction Trade Fees

- Energy compliance only applies to nonresidential permits

Square Feet	Mechanical	Electrical	Plumbing	Energy
≤ 5,000 square feet	\$300.00	\$300.00	\$300.00	\$300.00
≤ 10,000 square feet	\$500.00	\$500.00	\$500.00	\$500.00
≤ 25,000 square feet	\$800.00	\$800.00	\$800.00	\$800.00
≤ 50,000 square feet	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
≤ 100,000 square feet	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
> 100,000 square feet	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
per additional sq. ft. over 100,000	\$0.0010	\$0.0010	\$0.0010	\$0.00

E. Single Trade Permits

- Applies to small trade permits not categorized as new construction
- Includes, but not limited to, projects such as water heaters, A/C repair, outdoor lighting, meter releases, etc....

Permit Type	Commercial Fees	Residential Fees
Mechanical	1% of valuation with \$250 min	\$250.00
Electrical	1% of valuation with \$250 min	\$250.00
Plumbing	1% of valuation with \$250 min	\$250.00
Roofing / Re-roofing	1% of valuation with \$250 min	\$250.00

F. Residential Foundation Repair

Square Feet	Fee
≤ 5,000 square feet	\$300.00
≤ 10,000 square feet	\$400.00
> 10,000 square feet	\$500.00

G. Tree Removal and Mitigation

Tree Mitigation	\$200.00 /caliper inch
Tree Mitigation in the <u>Knolls at Solana</u>	\$300.00 /caliper inch
Tree Removal Application (<i>not part of new construction</i>)	\$125.00
Tree Removal Inspection (<i>not part of new construction</i>)	\$125.00
Trees Removed without Permit in a Conservation Area	\$1,000 /caliper inch

H. Sign Permits

- Fees are calculated per the number of signs requested in an application
- Signs installed without prior permit issuance will be assessed twice the permit fee required
- Signs in the ROW require a ROW License agreement and any applicable fees below

Sign Type	Fee
Monument Signs / Ground-based signs	1% of valuation with \$250 min
Nonresidential Signs - other than ground-based signs	1% of valuation with \$250 min
Temporary Real Estate Sign	\$50.00
Temporary Signage not identified that requires permit	\$50.00
Temporary Special Event Sign	No fee
Wayfinding Signs	\$100.00

I. Additional Permits

Access Control	\$200.00
Accessory Structures & Athletic Courts, including, but not limited to, tennis, pickleball, basketball, etc.	See Table 1.B-4
Antenna	\$400.00
Demolition	\$250 residential \$550 nonresidential
Drive Approach / Sidewalk / Curb Cut	\$200 without Drainage Improvements \$500 with Drainage Improvements required
Fences / Retaining Walls	1% valuation with \$250 min
Floodplain Development	See Public Works
Fountain / Water Feature / Fire Feature (24" or less in depth)	\$300.00
Drainage / Grading / Excavation Fee	\$600 residential \$600 + \$100 /acre nonresidential
Irrigation / Sprinkler	\$300.00
Miscellaneous Permits	1% of valuation with \$250 min
Moving (any building on any Town street)	\$450.00 plus all direct and indirect costs incurred by the Town including police and traffic patrol
Outdoor Display Permit – Permanent	See 2.B-Specific Use Permit
Outdoor Display Permit – Temporary	See 2.D-Temporary Use Permit
Pool / Spa	1% of valuation with \$2,000 min
ROW Construction (excluding franchised utilities)	See Public Works
Sales / Leasing Trailer	See 2.B-Specific Use Permit
Solar Panels	1% of valuation with \$250 min
Temporary Batch Plant	See 2.B-Specific Use Permit
Temporary Construction Off-Site Trailer	See 2.B-Specific Use Permit
Temporary Construction On-Site Trailer	\$250.00
Temporary Electrical Pole	\$75.00
Water Well	\$1,000.00

J. Miscellaneous Fees

Fee Type	Fee
Work Without a Permit	\$500.00 or double the original permit required
Expired Permit Extension	A permit extension fee of 100% of the original total building permit cost is required to reactivate any expired or abandoned permit where an extension was not requested and/or approved.
Re-stamp Fee	\$60.00
Violation of Permit Conditions, Restriction Limits, Times, and Location	\$250.00
Property Maintenance Fee	\$250.00
Landscape / Architectural Review Fee	\$1,000.00
Outdoor Lighting Compliance Review Fee	\$1,000.00
Legal Nonconforming Use Review	\$1,000.00

K. Miscellaneous Inspection Fees

- For any required inspection (plumbing rough, framing, etc.) a reinspection fee will be assessed after the third failed inspection and every failure thereafter
- No inspections will be performed until all reinspection fees are paid

Fee Type	Fee
Building Inspection Fee	\$0.65961 / sq. ft.
After Hours Inspections	\$150 per hour, two-hour minimum
Reinspection Fee	\$200 after third inspection
Work Covered Prior to Required Inspection	\$350.00
Additional Inspections not Identified	\$300.00
Structural Integrity Professional Engineer Inspection	Actual Cost Incurred + 10% Administrative Costs

L. Certificate of Occupancy

- Certificates of Occupancy are only issued to nonresidential uses

- Temporary Certificates of Occupancy are renewed and assessed every 15-30 days or per the requirements of the Town
- Certificates of Occupancy include, but are not limited to, New Tenants, Change of Name or Use or Owners
- If a Certificate of Occupancy is lost, a Duplicate Certificate of Occupancy charge may be assessed
- An inspection fee is charged where an inspection may be required before issuance of a Certificate of Occupancy by the Town

<i>Fee Type</i>	<i>Fee</i>
Certificate of Occupancy	\$250.00
Initial Temporary Certificate of Occupancy (TCO)	\$125.00
First 30-day Extension of TCO	\$500.00
Each TCO Extension Thereafter (not to exceed 15 days)	\$1,000.00
Duplicate Certificate of Occupancy	\$125.00
Certificate of Occupancy Inspection	\$125.00
Business Missing Certificate of Occupancy	Per <i>International Building Code</i>

M. Business License & Annual Inspection Fees

- For businesses that require a business license with the Town per Town Ordinances
- A reinstatement fee is assessed if a license has expired due to non-renewal revoked due to non-compliance

Residential Occupancies Above Two Dwelling Units (per IBC)	
Initial License Application Fee	\$150.00
Annual Business License Renewal	\$110.00
Per Room/Unit Inspected	\$25 per room/unit up to \$2,500
License Reinstatement	\$300.00
License Reinspection	\$80.00
Nonresidential Occupancies (per IBC)	
Initial License Application Fee	\$150.00
Annual Business License Renewal	\$150.00
< 10,000 square feet inspected	\$150.00
≤ 50,000 square feet inspected	\$300.00 + \$.01/sf up to maximum of \$1,000
> 50,000 square feet inspected	\$500.00 + \$.01/sf up to maximum of \$2,000
License Reinstatement	\$300.00
License Reinspection	\$100.00

N. Expedited Development Review Fees

- All standard project, permit, and plan review fees apply in addition to the below intake fees and a \$1,000.00 per hour plan review fee. Expedited development review fees shall not exceed \$5,000.00 for all projects.

N-1. Intake Fee

- An intake fee is charged at the time of request for an expedited review to ensure that all required items have been submitted correctly so an expeditious review can occur accurately and sufficiently.
- The intake fee assessed by the acreage of the site for civil construction projects and the building square footage for permit or site plan projects.
- Failure by the applicant to submit the complete and correct documents and information may result in an expedited review application being delayed or rejected.**

<i>Square Footage</i>	<i>Acreage</i>	<i>Fee</i>
< 10,000 square feet	< 10 acres	\$500.00
< 25,000 square feet	< 25 acres	\$750.00
< 50,00 square feet	< 50 acres	\$1,000.00
> 50,000 square feet	> 50 acres	\$1,250.00

N-2. Projects Considered for Expedited Development Review

- Civil construction and site plans of nonresidential projects with an approved development plan and preliminary site evaluation;
- Civil construction and site plans of residential projects containing 30 or more lots (or dwelling units) with an approved development plan and preliminary site evaluation;
- Civil construction and site plans of mixed-use projects with an approved development plan and preliminary site evaluation;
- All nonresidential projects including new construction, additions, or accessory structures for both permitting and site planning purposes;

N-3. Projects Not Considered for Expedited Development Review

Projects that do not qualify for expedited review include, but are not limited to the following:

- Development applications requiring public hearings, change of zoning requests, development plan reviews, plat approvals, variance requests, specific use permits requests, etc.
- Projects that are not properly zoned for intended use
- Projects that do not have an approved development plan
- Projects that are not platted or can validate a legal build site
- Exterior building renovations or modifications
- Interior remodels, finish-outs, or renovations

2. Planning and Zoning

- Application fees are non-refundable unless the Town Manager or designee determines that a payment was collected in error
- Application fees are due at the time of submittal for all applications
- After a resubmission requires a 2nd Formal DRC review a resubmission fee shall be charged where applicable in this chapter

A. Subdivisions

Preliminary Site Evaluation	Total
<i>All subdivisions</i>	\$5,000.00 + \$100.00 /acre
Final Subdivision Plat	
<i>All subdivisions</i>	\$5,000.00 + \$100.00 /acre
Replat	
<i>Non-residential</i>	\$2,000.00 + \$100.00 /acre
<i>Residential</i>	\$2,000.00 + \$100.00 /lot
Amended Plat	
<i>Non-residential</i>	\$1,000.00 + \$100.00 /acre
<i>Residential</i>	\$1,000.00 + \$100.00 /lot
Minor Plat	
<i>All subdivisions</i>	\$1,000.00 + \$100.00 /lot (up to 4 lots maximum)
Plat Vacation	
<i>All subdivisions</i>	\$4,000.00 + \$100.00 /acre
Plat Resubmission Fees	
<i>Preliminary Site Evaluation</i>	5% of original fee charged
<i>All other Plats</i>	10% of original fee charged
Plat Filing Fee	
<i>In-person filing</i>	\$500.00
<i>E-File</i>	Actual cost incurred + 10% administrative costs

B. Change of Zoning and Specific Use Permit Requests

<i>Zoning Change</i>	<i>Total</i>	<i>Amendment</i>
< 1 acre	\$1,000.00	\$510.00
< 2 acres	\$2,000.00	\$1,020.00
< 5 acres	\$5,000.00	\$2,550.00
< 10 acres	\$7,875.00	\$4,016.25
< 25 acres	\$10,500.00	\$5,355.00
< 50 acres	\$21,000.00	\$10,710.00
≤ 100 acres	\$42,000.00	\$21,420.00
> 100 acres	\$44,000.00	\$22,440.00
+ per acre over 100 acres	\$105.00	\$53.55

<i>Specific Use Permit</i>	<i>Total</i>	<i>Amendment</i>
< 1 acre	\$500.00	\$255.00
< 2 acres	\$1,000.00	\$510.00
< 5 acres	\$1,500.00	\$765.00
≤ 10 acres	\$2,000.00	\$1,020.00
> 10 acres	\$2,500.00	\$1,275.00

C. Concept Plans, Development Plans & Site Plans

<i>Concept Plan</i>	<i>Total</i>	<i>Amendment</i>
< 10 acres	\$6,000.00	\$3,060.00
< 25 acres	\$15,000.00	\$7,650.00
< 50 acres	\$24,000.00	\$12,240.00
≤ 100 acres	\$30,000.00	\$15,300.00
> 100 acres	\$31,500.00	\$16,065.00
+ per acre over 100 acres	\$105.00	\$53.55
<i>Development Plan</i>	<i>Total</i>	<i>Amendment</i>
< 10 acres	\$6,000.00	\$3,060.00
< 25 acres	\$15,000.00	\$7,650.00
< 50 acres	\$24,000.00	\$12,240.00
≤ 100 acres	\$30,000.00	\$15,300.00
> 100 acres	\$31,500.00	\$16,065.00
+ per acre over 100 acres	\$105.00	\$53.55
<i>Site Plan</i>	<i>Total</i>	<i>Amendment</i>
< 1 acre	\$5,000.00	\$2,550.00
< 2 acres	\$6,100.00	\$3,111.00
< 5 acres	\$7,500.00	\$3,825.00
≤ 10 acres	\$10,000.00	\$5,100.00
> 10 acres	\$10,500.00	\$5,355.00
+ per acre over 10 acres	\$105.00	\$53.55
<i>Residential Site Plan</i>	<i>Total</i>	<i>Amended</i>
	\$770 / lot or unit	\$310 / lot or unit
<i>Plan Resubmission Fees</i>	<i>Plan</i>	<i>Fee</i>
	Concept Plans	10% of original fee charged
	Development Plans	10% of original fee charged
	Site Plans	10% of original fee charged

D. Miscellaneous Planning

<i>Fee Type</i>	<i>Fee</i>
Address Change	\$100.00
Architectural Review Fee	See 1.C-Site Plan
Amendment to Code of Ordinances	\$1,000.00
Amendment to Comprehensive Plan	See 1.C-Concept Plan Amendment
Amendment to Planned Development Standards	\$1,000.00
Any request not specifically listed that requires legislative approval	\$500.00
Appeal of Administrative Decision	\$110 + \$5 for each property owner listed on the public hearing notice
Comprehensive Sign Package	See 1.C-Site Plan
Consultants for inspections or plan review utilized for specific specialized projects	Cost Incurred + 10% Admin Costs
Document / Instrument Filing Fee	\$500.00 (In-person Filing) Cost incurred +10% Admin Costs (E-Filing)
Development Agreement Processing	\$2,000.00
Special District Creation (overlay, PID, MUD, TIF, TRZ, etc.)	Per Development Agreement / Economic Development Agreement
Landscaping Plan Review	See 1.C-Site Plan
Outdoor Lighting Plan Review	See 1.C-Site Plan
Park Land Dedication	Per Development Agreement
Public Art	Per Development Agreement
Street Name Change	\$1,000.00 + cost of new street signage
Subdivision Name Change	See 1.A-Amended Plat
Temporary Use Permit	\$500.00
Traffic Impact Analysis Review	Cost Incurred + 10% Admin Costs
Variance Request (Board of Adjustment)	\$2,500.00
Variance Request (Planned Development Standards)	\$1,000.00
Zoning Verification Letter	\$50.00

3. Public Works & Engineering

A. Water & Sewer Rates

- Water & Sewer Rates are approved by the Town Council through a separate Ordinance when changes are made. Rates for Water and Sewer can be found at the following link: <https://www.westlake-tx.org/323/Utility-Applications-Documents-Rates>

B. Impact Fees

- Impact fees for water, wastewater, and roadway improvements are approved by the Town Council through a separate ordinance when changes are made. Rates can be found in Ordinance 1028 at this link: https://library.municode.com/tx/westlake/codes/code_of_ordinances

C. Backflow Services

- Backflow testers must register annually at <https://www.sctrackingsolutions.com/system/login.asp>

<i>Fee Type</i>	<i>Fee</i>
Backflow Tester Registration	\$125.00
Assembly Registration	\$25.00
Customer Service Inspection	\$125.00
Customer Service Reinspection	\$125.00

D. Easements

<i>Easement Type</i>	<i>Fee</i>
Easement / ROW Abandonment	\$1,000 + \$1 /linear foot
Easement / ROW Encroachment	\$1,000 + \$1 /linear foot

E. Solid Waste License

<i>Fee Type</i>	<i>Fee Description</i>
Waste Hauling License	No Fee
Waste Hauling Monthly Fee	\$100

F. Construction Plans

- Construction Plans include, but not limited to, engineered plans such as grading, drainage, water, sewer, and right-of-way improvements.
- The construction plan application fee is assessed when there has been no development plan or zoning requested approved on the site. This fee is due at time of submittal of a construction plan application. Application fees are non-refundable unless the Town Manager or designee determines that a payment was collected in error.
- Plan review fees and model analysis fees are due at the pre-construction meeting and before a notice to proceed by the Town.
- Additional analyses may apply where the Town Engineer must conduct a model analysis of town utilities and where a TxDOT Permit is required to be reviewed.
- Inspection fees for construction are found in [Table 3.F](#) of this section.

<i>Application</i>	<i>Fee</i>
Construction Plans Application	See 2.C-Development Plan
<i>Plan Review</i>	<i>Fee</i>
First Plan Review	\$1,000 + \$150 /sheet
Additional Review (more than 3)	\$750 + \$100 /sheet
<i>Additional Analyses</i>	<i>Fee</i>
Water Model Analysis	\$1,000
Wastewater Model Analysis	\$1,000
TxDOT Permit Review	\$500.00

G. Construction Inspections

- The inspection fee will be based on actual cost incurred during inspections plus a ten percent administrative costs. Inspections include, but not limited to, public and private improvements such as streets and roads, drainage, parking lots, fire water systems, walls, fences, site grading, water features, parks, open space corridors, required landscaping, irrigation, sidewalks, trails, etc., for subdivisions improvements. The construction inspection fee is in addition to any other fees listed herein.
- Construction inspection fees are due before final acceptance of public improvements
- Construction inspection overtime is a two-hour minimum for weekdays and four-hour minimum for weekends and holidays. Inspections must be requested by noon the Wednesday before. Construction inspection overtime fees are collected before acceptance of public infrastructure.

Construction Inspections	Fee
Construction Inspection Fee	Actual Cost Incurred + 10% Administrative Costs or per Development Agreement
Additional Inspection Fees	Fee
Construction Inspection Overtime	\$150 per hour, two-hour minimum
Reinspection Fee	\$200 after third inspection
Work Covered Prior to Required Inspection	\$350.00
Additional Inspections not Identified	\$300.00
Public Works Inspection Fee	\$400.00

H. Streetlights

Fee Type	Fee Description
Installation and Maintenance of Street Lights	The developer must pay for all costs associated with installing streetlights and maintain & operate the streetlights in public ROW or per Development Agreement
Licensing of Street Lights	\$20.00 per month per pole for at least 2 years or per Development Agreement

I. Right of Way Construction

- The application and plan review fee are due at time of submittal
- The permit fees are due at the time of permit issuance
- Where a TxDOT Permit is required additional review fees may apply

<i>Fee Type</i>	<i>Fee</i>
ROW Application & Plan Review	\$500.00
ROW Permit Fee	\$500.00 + \$1 /linear feet of construction
TxDOT Permit Review	\$500.00

J. Right of Way Management (Small Cell Network Nodes)

- Where a permit is not required under [Chapter 79](#) of the Code of Ordinances, they provider is required to notify the Town a minimum of 24 hours in advance of beginning work.
- If the provider's worker requires excavation or closing of sidewalks or vehicular lanes within the public ROW, then the provider must also obtain a ROW construction permit

<i>Network Node Application</i>	<i>Total</i>
First Application (up to five locations)	\$500.00
Subsequent Application (excess of five locations)	\$250.00
<i>Support Pole Application</i>	<i>Total</i>
Network Node Support Pole	\$1,000.00 each
<i>Annual Registration</i>	<i>Total</i>
Annual Node Registration	\$250.00 per node site
Annual Pole Registration	\$250.00 per node site
Right of Way Use	\$28 per node site per month

K. Floodplain Development

- The application and plan review fee are due at time of submittal
- The permit fees are due at the time of permit issuance in addition to additional fees listed below where their review is required

<i>Fee Type</i>	<i>Fee</i>
Application / Plan Review Fee	\$500.00
Floodplain Permit Fee	\$1,000.00
Flood Study Analysis	\$3,000.00
CLOMR	\$2,700.00
LOMR (Following CLOMR)	\$1,000.00
LOMR (Without CLOMR)	\$2,700.00
Erosion Hazard Zone	\$500.00
Drainage / Grading / Excavation Fee	See Table 3.L

L. Investigation Fees

<i>Fee Type</i>	<i>Fee</i>
Work Without a Permit	\$500.00 or double the original fee required
Violation of Permit Conditions, Restriction Limits, and Times and Location on ROW Permit	\$250.00
Failure to Correct Deficiency	\$500.00

M. Miscellaneous Public Works Fees

<i>Fee Type</i>	<i>Fee</i>
Residential Grading	\$600.00
Nonresidential Grading	\$600 plus \$100 /acre
Erosion Control Inspection	\$1,500.00
Duct Bank Connection	\$3,100.00
Drive Approach / Sidewalk / Curb Cut	\$200 without drainage improvements / \$500 with drainage improvements required

4. Facilities and Parks & Recreation

A. Special Event Applications

- A coordination meeting may be required with Town of Westlake Staff before submittal of an application; and
- Proof of nonprofit status via a 501(c)(3) must be supplied at time of application; and
- Nonprofit status does not exempt additional fees or personnel standby fees; and
- Where an application is not submitted at least 30 days prior to the event start date, additional fees may apply.

<i>Application Fees</i>	<i>Fee</i>
Special Event Application	\$250.00
<i>Special Event Application, Non-profits</i>	No fee
<i>Special Event, Temporary Signage</i>	No fee
<i>Additional Fees</i>	<i>Fee</i>
Tent Permit	\$100.00
Fireworks	\$150.00
Coordination Meeting	\$100.00
<i>Personnel Standby</i>	<i>Fee</i>
Fire-EMS Personnel Standby	\$75/hr per person
Police Officer Standby	Per City of Keller PD
Administrative Staff Standby	\$75/hr per person
<i>Special Event Penalty Fees</i>	<i>Fee</i>
Application submitted under thirty (30) days before event start date	\$500.00 (regardless of charitable status)
Application submitted under five (5) days before event start date	\$1,000.00 (regardless of charitable status)
Special Event held without permit	Per Special Event Ordinance

B. Facility Rental

- For additional facility rental policies and regulations please see [Resolution 19-19](#)

<i>Facility</i>	<i>Deposit</i>	<i>Rental (3-hr min.)</i>	<i>Per hour (up to 6 hrs.)</i>	<i>Extended Use</i>
WA Cafeteria				
One day	\$500.00	\$350.00	\$100.00	\$15.00
Extended commitment	\$2,000.00	\$350.00	\$100.00	\$15.00
WA Performance Hall				
One day	\$500.00	\$475.00	\$150.00	\$15.00
Extended commitment	\$2,000.00	\$475.00	\$150.00	\$15.00
WA Gym				
One day	\$500.00	\$350.00	\$100.00	\$15.00
WA Multipurpose Hall				
One day	\$500.00	\$475.00	\$150.00	\$15.00
WA Sport Fields				
One day	\$500.00	\$150.00	\$50.00	\$15.00
Town Council Chambers/ Courtroom				
One day	\$1,000.00	\$300.00	\$100.00	-
Fire Department Administration Training Room and Mall				
One day	\$1,000.00	-	\$100.00	-

C. Westlake IOOF Cemetery

- For additional cemetery policies and regulations, please see Resolution 24-07

<i>Fee Type</i>	<i>Total</i>
Adult Burial Space	\$4,000.00
Infant Burial Space	\$2,500.00
Interment Fee	\$500.00
Urn Interment Fee	\$400.00
Service Fee	\$350.00

5. Fire-EMS Services

- ¹If required, additional cost for personnel may be charged. Additional cost for expendable equipment and necessary apparatus may be incurred.
- ²Two (2) hour minimum. If required, additional cost for personnel may be charged. Additional cost for expendable equipment and necessary apparatus may be incurred.
- ³Cost is per hour per personnel utilized. Additional cost for expendable equipment and necessary apparatus may be incurred.
- ⁴Cost based on third party or contracted services provider fees. Based on agreement with the Town, fees may be paid directly to the third party or contracted services provider.

Ambulance and EMS	Total
ALS I	\$1,750.00
ALS II	\$1,750.00
BLS	\$1,750.00
ALS Disposable	N/A
BLS Disposable	N/A
Oxygen	N/A
SCT	\$1,750.00
TNT	\$200.00
Ground mileage	\$24.00
EMS – Services and Expendables ⁴	
Asbestos removal	Total
	\$100.00
Battery Systems	Total
	\$250.00
Burn Permit	Total
Non-resident	\$50.00
Resident	No Charge
Candles and Open Flame in Assembly Areas	Total
	\$50.00
Carnivals and Fairs	Total
	\$50.00 ¹
Combustible Storage	Total
High-Piled	\$50.00
Compressed Gas	Total
	\$100.00
Cryogenics	Total

	\$250.00
Dry Cleaning Operations	Total
Flammable / Combustible Liquids	\$75.00
Non-Flammable Liquids	\$50.00
Explosives or Blasting Agents	Total
Use of	\$150.00 ¹
Fireworks - Certified Events Only	Total
	\$150.00 ¹
Fueling Dispensing Station	Total
Motor Vehicle	\$50.00
Fumigation or Thermal Insecticidal Fogging	Total
	\$250.00
Hazardous Materials	Total
Storage, Dispense, Use of Mitigation ^{3,4}	\$50.00
Hot works Operations	Total
	\$50.00
Inspections	Total
After Hours Fire Inspection	\$75.00 ²
Re-inspection for fire alarm systems	\$75.00 ¹
Re-inspection for new construction	\$75.00 ¹
Re-inspection for sprinkler systems	\$75.00 ¹
Liquid Petroleum Gas	Total
LPG 25-199 WGC	\$100.00
LPG 200-1,999 WGC	\$75.00
LPG 2,000 < WGC	\$25.00
LPG fueled vehicles or equipment in assembly buildings	\$50.00
Malls – Covered	Total
	\$75.00 ¹
Personnel Stand-By	Total
Fire Watch	\$75.00 ³
Special Event	\$75.00 ³
Pesticides	Total

Highly Toxic, Storage, Use of	\$50.00
Plan Review	Total
Fire Alarm System Review ⁴	
Fire Sprinkler System Review ⁴	
Nonresidential Fire Plan Review / Inspection Fee	See Table C-2
Residential Fire Plan Review	\$400.00
Private Agency License Inspection / Certification	Total
	\$50.00
Pyrotechnic Material	Total
	\$500.00 ¹
Radioactive Materials	Total
	\$500.00
Storage Tanks	Total
Aboveground Storage Tanks (AGST)	\$150.00
Underground Storage Tanks (UST)	\$150.00
AGST & UST - Changing Contents	\$100.00
AGST and UST Removal or Temporary Out of Service	\$50.00
Trench Burning – Clearing Land or Rubbish	Total
	\$150.00
Water System Analysis / Test for Fire Suppression Systems	Total
	\$25.00

6. Gas Well & Oil Fees

A. Gas Well Pad Site Permit and Fees

Gas Well Pad Site Permit Application Fee (one-time initial, per pad site fee)	\$30,000.00
Approved Gas Well Pad Site Permit Annual Review & Renewal Fee	\$5,000.00
Fire Fighter Training & Equipment Fee (one-time initial, per approved pad site fee)	\$10,000.00
Setback Reduction Request/Property Owner Title Verification Fee	\$5,000.00 or actual cost, whichever is greater

B. Gas Well Permits and Fees

Gas Well Permit Application Fee (one-time initial, per well fee)	\$10,000.00
Gas Well Permit Amendment Application & Review Fee	\$2,500.00
Gas Well Certificate of Completion & Completion Inspection Fee	\$1,500.00
Tank Battery Completion & Annual Permit/Inspection Fee	\$1,000.00
Annual Approved Gas Well Permit Review, Inspection, & Permit Renewal Fee	\$1,500.00
Initial/Annual Insurance & Surety Review Fee (per approved gas well permit)	\$1,000.00
Annual Fire Fighter Training & Equipment Fee (per approved gas well permit)	\$2,000.00
Annual Safety/Hazardous Materials Plans & Reports Compliance Review Fee	\$1,000.00
Well Re-working Permit Fee	\$5,000.00
Gas Well Permit Transference Processing Fee	\$5,000.00
Gas Well Permit Extension Processing Fee	\$5,000.00
Well Abandonment Permit Application & Inspection Fee	\$2,500.00
Road Maintenance Agreement Review & Inspection Fee	\$5,000.00

C. Pipeline Related Permits and Fees

- All permits, fees, and/or licenses in this section are for initial installation of a new pipeline. Any extensions of this pipeline will be considered a new pipeline and subject to all applicable permits

New Pipeline Construction Permit & Inspection Fee	\$5,000.00
New Pipeline Certificate of Completion & Inspection Fee	\$1,500.00
New Pipeline ROW/Street/Road/Easement Crossing License (per crossing)	\$2,000.00
Initial/Annual Insurance & Surety Review Fee (per approved pipeline permit)	\$1,000.00
Annual Safety Report Compliance Review Fee (per approved pipeline permit)	\$1,000.00
Annual Pipeline Permit & License Renewal Fee (per new pipeline permit)	\$2,000.00
Inactive Pipeline Permit Application & Inspection Fee	\$2,500.00
Idled Pipeline Permit Application & Inspection Fee	\$2,500.00
Idled Pipeline Permit Reactivation Inspection Fee	\$2,500.00
Seismic Testing Permit Fee	\$500.00
Technical Advisor Fees	Actual costs plus 10% administrative fee

7. Administrative Services

A. Non-Sufficient Funds & Return Charges

- The maximum charge permitted under Texas law will be imposed by the Town for the collection of checks returned by the banks for the lack of funds when such checks are used in payment to the Town for deposits or obligations legally owned by the issuer of the said returned checks. The Town Manager or their designee will add the returned check charge to the other obligations owned to the Town by the issuer of the returned checks. The same charge shall be applied to electronic funds transactions in which lack of funds prevents payment from being made. The Town Manager or their designee may waive such charge if the Town was negligent in the cashing of the check or if special circumstances deem the waives as appropriate; however, in all cases of a waiver complete records must be made of the reason for the waiver.

All forms of payment | \$35.00 or max per State Law

B. Solicitation & Vendor Permits

Solicitor License	\$50.00
plus per agent	\$20.00

C. Alcohol License and Permit Fees

License / Permit Fee | Per [State Local Maximums](#)

D. Photocopy & Digital Media Charges

<i>Media Type</i>	<i>Fee</i>
Standard size 8.5" x 14"	\$0.10 per page per side
Non-standard size	\$0.50 per page per side
Specialty Paper	Actual Cost
Diskette	\$1.00 each
Rewritable CD (CD-RW)	\$1.00 each
Non-rewritable CD (CD-R)	\$1.00 each
Digital Video Disc (DVD)	\$3.00 each
Magnetic Tape	Actual Cost
Data Cartridge	Actual Cost
Tape Cartridge	Actual Cost
JAZ Drive	Actual Cost
Other electronic media	Actual Cost
VHS video cassette	\$2.50 each
Audio cassette	\$1.00 each

8. Refund Policy

- No refund shall be granted if the purchaser has paid the minimum fee established for the specific type of permit;
- No refund shall be granted if any work governed by the permit has been performed;
- No refund shall be granted if an inspection has been performed, scheduled, or requested on the permit;
- Plan review fees are non-refundable unless the Building Official determines that a payment was collected in error;
- Application fees are non-refundable unless the Town Manager or designee determines that a payment was collected in error;
- Refund claims must be submitted in writing with a copy of the permit receipt.

9. Example Calculations

A. How to Calculate Single Family Residence Submittal

Information required:

- Total square footage under roof
- See [Table 1.D](#) under Building Inspection Services for MEP ranges

Examples:

A-1. 5,200 sq. ft.

<i>Fee Type</i>	<i>Fee Calculation</i>	<i>Fee Total</i>
Residential Permit Fee	\$1.8846 x 5,200 sq. ft.	\$9,799.92
Residential Plan Review Fee	\$0.65961 x 5,200 sq. ft.	\$3,429.97
Residential Building Inspection Fee	\$0.65961 x 5,200 sq. ft.	\$3,429.97
Public Works Inspection Fee	\$418.80	\$418.80
Residential Fire Inspection Fee	\$418.80	\$418.80
Drainage / Grading / Excavation Fee	\$600.00	\$600.00
Erosion Control Fee	\$1,500.00	\$1,500.00
Duct Bank Fee	\$3,100.00	\$3,100.00
Mechanical Fees	See Table 1.D	\$500
Electrical Fees	See Table 1.D	\$500
Plumbing Fees	See Table 1.D	\$500
		\$24,197.46

B. How to Calculate a New Nonresidential Submittal

Information required:

- Total square footage under roof
- Total construction valuation
- Total site acreage
- See [Table 1.C-1](#) under Building Inspection Services for base permit fee
- See [Table 1.C-2](#) under Building Inspection Services for fire department plan review and inspection
- See [Table 1.D](#) under Building Inspection Services for MEP ranges

B-1. 10,000 sf. ft. | \$5,000,000 valuation | 1 acre

<i>Fee Type</i>	<i>Fee Calculation</i>	<i>Fee Total</i>
Nonresidential Permit Fee	See Table 1.C-1	\$50,585.50
Nonresidential Plan Review Fee	Nonresidential Permit Fee × 65%	\$32,880.58
Nonresidential Inspection Fee	\$0.65961 × 10,000 sq. ft.	\$6,596.10
Nonresidential Fire Review / Inspection Fee	See Table 1.C-2	\$500.00
Public Works Inspection Fee	\$418.80	\$418.80
Duct Bank Fee	\$3,100.00	\$3,100.00
Erosion Control Fee	\$1,500.00	\$1,500.00
Drainage / Grading / Excavation Fee	\$600.00 + (\$100.00 × 1 acres)	\$700.00
Mechanical Fees	See Table 1.D	\$500.00
Electrical Fees	See Table 1.D	\$500.00
Plumbing Fees	See Table 1.D	\$500.00
Energy Compliance	See Table 1.D	\$500.00
		\$98,280.98

End of Fee Schedule



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** G.1.
FROM: Cayce Lay Lamas, Finance Director, Finance
SUBJECT: Hold public hearing, discuss, consider and act to adopt Ordinance 1029 approving the Annual Operating and Capital Budget for Fiscal Year 2025-2026, including a taxpayer impact statement.

ATTACHMENTS:

1. Ordinance 1029 Adopt FY2026 Budget
2. Exhibit A - FY2026 Proposed Budget
3. Exhibit B - FY2026 Proposed Capital Improvement Plan
4. Taxpayer Impact Statement

SUMMARY :

The proposed Fiscal Year 2025-2026 Annual Operating and Capital Budget includes \$34,973,808 in revenue and \$31,002,720 in expenditures, resulting in a \$3,971,088 contribution to fund balance across all funds. This is an increase of approximately 5% in both revenues and expenditures from the FY2025 adopted budget. The Proposed Budget was made available for public inspection online on August 15th and the public hearing was advertised in the Fort Worth Star Telegram on August 31st.

BACKGROUND AND DISCUSSION:

The Town Council is required by Texas Local Government Code §102 to hold a public hearing to receive comments on the proposed Fiscal Year 2025-2026 Annual Operating and Capital Budget and adopt an annual budget prior to the new fiscal year beginning. The Town held budget work sessions as part of each of the two (2) preceding Council meetings to publicly discuss assumptions, projected revenues and expenditures, capital improvement items, service level adjustments, and tax rates. The proposed budget, as published, includes the following changes from the prior year adopted budget:

- Tax rate of \$0.18500 per \$100 of value
- Sales tax projections increasing \$1.6m
- Development fees projections decreasing \$525k
- Utility fees projections increasing \$1.7m
- Full-time equivalent staff of 55.5 a net increase of 3 positions (reduction of one paramedic at the Academy, addition of 1 parks/PW employee, addition of 2 in the building department and 1 project manager)
- Employee compensation package changes totaling \$522k (new employees and benefit changes)
- Cash-funded capital expenditures & service level adjustments totaling \$1.4m

- Debt service increases for newly issued obligations totaling \$506k

These changes will allow the Town to continue providing high-quality and responsive service, prepare for future capital needs without reliance on additional debt, and ensure the ability to attract and retain employees that support the strategic vision laid out by Council. The proposed annual operating budget and capital improvement plan for FY2026 includes a full schedule of revenues and expenditures by fund and a summary of all outstanding debt obligations.

Due to the passage of House Bill 1522 during the 89th Legislative Session, this agenda item includes a taxpayer impact statement. The statement includes a metric (median-valued homestead) that is not an industry-standard; taxpayers should refer to their appraisal districts for their taxable values.

FISCAL IMPACT:

The FY2026 Annual Operating and Capital Budget is \$34,973,808, which includes \$31,002,720 in expenditures and \$3,971,088 contribution to fund balance, across all funds.

LEGAL REVIEW:

N/A

RECOMMENDATION:

Hold public hearing, approve and adopt Ordinance 1029, as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Deny

Motion to Approve with Changes/Conditions

Motion to Continue or Table

TOWN OF WESTLAKE

ORDINANCE NO. 1029

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, ADOPTING THE BUDGET FOR THE TOWN OF WESTLAKE, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026, INCLUDING CAPITAL EXPENDITURES; PROVIDING THAT THE BUDGET BE KEPT IN TOWN SECRETARY'S OFFICE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, public notice of a public hearing on the proposed annual budget, stating the date, time, and place and subject matter of the public hearing, was given as required by the laws of the State of Texas; and

WHEREAS, a public hearing was duly held, and all interested persons were given an opportunity to be heard for or against any item therein on September 16, 2025; and

WHEREAS, as required by Texas Local Government Code 102.002, the budget officer has prepared a municipal budget to cover the proposed expenditures of the municipal government for the succeeding year; and

WHEREAS, this budget will raise more revenue from property taxes than last year's budget by an amount of \$607,995, which is a 14.87% decrease from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$369,295; and

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

NOW, THEREFORE, BE IT ORDAINED 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 Council does hereby approve the proposed operating budget, attached in *Exhibit "A"*, adopting the budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026.

SECTION 3: That the Town Council does hereby adopt the presented Capital Improvement Plan, attached in *Exhibit "B"*, and appropriates funds for the fiscal year beginning October 1, 2024, and ending September 30, 2025.

SECTION 4: That a copy of the official adopted 2025 budget document shall be kept on file in the office of the Town Secretary.

SECTION 5: If any portion of this Ordinance 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 Ordinance without the invalid provision.

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 16th DAY OF SEPTEMBER, 2025.

Kim Greaves, Mayor

ATTEST:

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney

TOWN OF WESTLAKE

PROPOSED BUDGET FISCAL YEAR 2025-2026



T H E T O W N O F
W E S T L A K E

This budget will raise more total property taxes than last year's budget by \$607,995 or 14.87%, and of that amount \$369,294 is tax revenue to be raised from new property added to the tax roll this year.

August 15, 2025

Honorable Mayor and Town Council:

In accordance with the Texas Local Government Code, I am pleased to submit the proposed budget for the Town of Westlake Fiscal Year 2026. The fiscal year begins October 1, 2025, and ends September 30, 2026.

BUDGET OVERVIEW

The Proposed Fiscal Year 2025-2026 Annual Operating Budget and Capital Improvement Plan totals \$34,973,808 in revenue and \$31,002,720 in expenditures. This is an increase of approximately 5% from the FY2025 adopted budget and includes the following changes:

- Tax rate of \$0.185 per \$100 of property value
- Total full-time equivalent positions of 55.5, which includes a net 3 increase
- Inclusion of \$1,376,500 in capital expenditures and service level adjustments
- Plans for a \$3,971,088 contribution to fund balance across all funds to reduce future debt needs

This proposed budget was carefully prepared through the collective efforts of all departments to balance the identified needs of the Town with a sustainable and sound financial plan. The proposed budget is focused on achieving the following goals:

- Continuing high quality services and responsive customer service;
- Leaning out departmental operations budget;
- Preparing a balanced budget that creates a surplus for future CIP and equipment replacements;
- Retaining and attracting employees who support the community's vision; and
- Offering transparency into the financial plans and status of the Town.

BUDGET STRATEGIES

The proposed budget is influenced by the following: State of Texas law and policy, Council direction, fiscal & budgetary policies, recommendations from the Town Manager, input from citizens, Government Finance Officers Association guidelines, and general budgeting principles.

TOWN COUNCIL POLICIES & PRIORITIES

The Town Council worked with a third party during FY25 to develop a strategic plan for the Town, including the Academy, which includes a financial sustainability plan, influences future capital spending, and provides guidance on future development, programs, and services. The strategic plan was heavily relied upon for the development of the proposed budget.

VISION

Westlake will preserve its unique charm and natural beauty, promoting a vibrant community, cultivating strategic partnerships with residents and corporate stakeholders.

MISSION

Westlake provides a superior quality of life through excellent municipal service delivery and world-class education.

FISCAL & BUDGETARY POLICIES

The Town’s fiscal and budgetary policies address the Town’s operating budgets, revenue management, expenditure control, fund balance/retained earnings, debt management, grants, economic development, audits, internal controls, and asset management. These policies are included in our annual budget document for residents to review and staff to use as a guiding set of principles each year.

BUDGET PRINCIPLES

The Town’s budget principles for sound fiscal management include:

- Plan, manage, and fund debt service and related service delivery programs;
- Maintain fund balance in accordance with the policy and future obligations;
- Oversee facilities and infrastructure;
- Provide exceptional and responsive public services; and
- Provide competitive employee compensation.

PROPOSED PROPERTY TAX

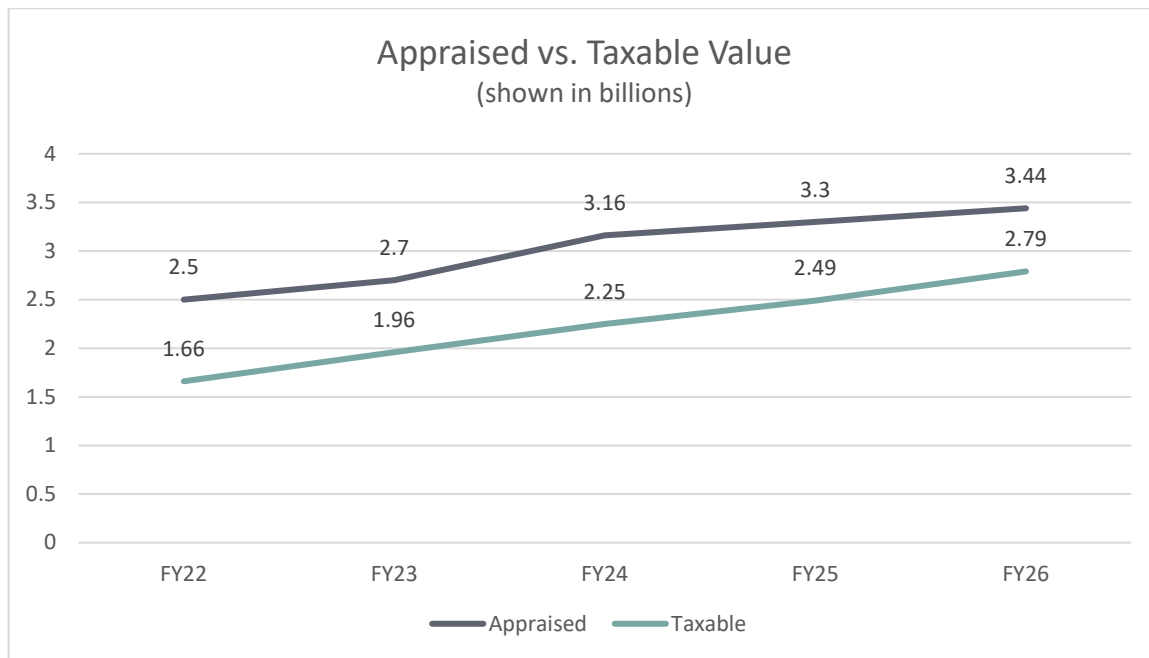
The proposed municipal property tax rate (or ad valorem rate) will increase the current adopted rate of \$0.16788 per \$100 of assessed valuation to \$0.18500 per \$100. This rate is slightly higher (by \$0.00597) than the no-new-revenue rate, which is the total tax rate needed to generate the same amount of property tax revenue for the Town from the same properties between the 2025 tax year and the 2026 tax year. This is also the first increase to the rate since 2020.

This budget adheres to direction the Council gave to adjust the tax rate for newly issued certificates of obligation, appropriate and adopt an updated capital improvement plan, and focus on best practices. These directives help ensure we plan for the Town’s financial stability and are better prepared to meet the service delivery expectations of our community. Our approach to both revenue estimating and expenditure requests continue to proceed in a fiscally conservative manner and still allow Westlake the ability to exceed expectations of our residents.

The ad valorem tax is allocated between Maintenance and Operations (M&O) in the General Fund and Interest and Sinking (I&S) debt service for the Town. The allocation for M&O is \$0.13000 and the projected revenue totals \$3.3M. The allocation for I&S debt service is \$0.05500 and the projected revenue totals \$1.4M. Please see the tax rate change below:

Tax Rate Change	FY25 Adopted	FY26 Proposed	Variance
M&O	\$0.11788	\$0.13000	\$0.01220
I&S	\$0.05000	\$0.05500	\$0.00500
Total	\$0.16788	\$0.18500	\$ 0.01712

Westlake has experienced rising values due to the market conditions over the past few years. For FY26, the appraised valuations continued to rise, but not at the rate previously experienced.



The appraised value of all real property in Westlake is \$3.44B, which is an increase of \$105M or 3.2%. The certified taxable value is \$2.79B, which is an increase of \$328M or 13.4%. The average taxable value of a homestead is \$2.49M, which is a decrease of \$215K or 8%. Due to the increase in the property tax rate, the average homeowner would see an increase of \$66 to their annual bill.

The difference between the appraised value and the taxable value are the Town's homestead and other exemptions. The Town offers the following exemptions and property tax rate reduction programs to our residents:

- Homestead Exemption
- Additional 65+ or Disabled Exemption
- Additional Tax Ceiling, or Tax Freeze, for 65+ or Disabled
- Property Tax Reduction from \$0.05 Additional Sales & Use Tax

PROPOSED BUDGET

In FY26, revenues are budgeted at \$35.0M for all funds. This includes a decrease of approximately \$2M in lower development, citation, and transfer activities than budgeted in FY25 and is offset by higher sales tax and utility revenues. Expenditures are budgeted at \$31.0M for all funds. This is almost a 5% increase of \$1.4M from prior year adopted. This increase includes \$400k for a replacement ambulance, addition of 3 full-time equivalent positions, benefit adjustments and raises for Town staff, economic development activity (approved by the Westlake Development Corporation), and necessary investment in the Town's capital improvement plan. The ad valorem-backed debt service fund will include a deficit to account for prior year excess collections.

FUND	Revenues & Other Sources	Expenditures & Other Uses	Net Change to Fund Balance
General Fund	\$16,855,538	\$14,821,258	\$2,034,280
Enterprise Funds	8,066,500	7,508,085	558,415
Internal Service Funds	695,000	695,000	0
Special Revenue Funds	4,463,800	3,224,527	1,239,273
Debt Service Funds	4,692,970	4,753,850	-60,880
Capital Projects Funds	200,000	0	200,000
TOTAL	\$34,973,808	\$31,002,720	\$3,971,088

Of the \$31.0M across all funds, \$4.7M is programmed for Westlake Academy costs, including debt payments, capital maintenance and repairs, and mutually agreed upon shared services personnel. This also includes \$1.5M in direct cash transfer to the Academy to cover standard operating expenses. Due to the scrutiny of staff during budget development, the total amount within the Town's budget has been reduced by \$1.8M.

The FY26 proposed budget adds net 3.00 full-time equivalent positions: cut 1 paramedic on campus, add 2 planning and development employees, add 1 project manager in the Town Manager department, and add 1 parks/public works employee. Additional changes to Westlake's compensation package include: 3.5% raises for current employees; implementation of longevity, step up, and certification pays to industry standard; and the adoption of a retroactive cost-of-living element to the pension. No changes in cost for health benefits are planned.

ALL FUNDS	Adopted FY25	Proposed FY26	Change Amount	Change Percent
Payroll & Related	\$7,413,704	\$8,251,914	\$838,210	11%
Operating Expenditures	22,213,864	22,750,806	536,942	2%
TOTAL	\$29,627,568	\$31,002,720	\$1,375,152	5%

DEBT SERVICE

Westlake does issue debt to fund capital projects. The Town issued \$9.38M during FY25 for campus facilities and utility improvements. Approximately 45% of the newly issued debt will be paid for with the increase to the interest & sinking portion of the property tax rate; the remaining portion will be paid out of utility revenues. As of October 1, 2025, the Town will have \$51.86M outstanding across 11 issuances.

ISSUE	Funding Source	Amount Issued	Amount Outstanding at 10/1/25	FY25 Principal & Interest Requirements
2013 CO	Sales Tax & Utility Fees	\$9,319,820	\$6,860,000	\$508,669
2013 GORB	Sales Tax	2,200,000	485,000	175,063
2014 GORB	Property Tax	8,500,000	1,495,000	68,600
2016 CO	Sales Tax	9,180,000	7,415,000	507,100
2017 GORB	Sales Tax	5,795,000	4,950,000	810,500
2018 CO	Utility Fund	2,100,000	1,545,000	143,638
2021 CO	Property Tax	3,215,000	2,715,000	204,300
2021 GORB	Property Tax	4,430,000	1,475,000	380,351
2022 GORB	Utility Fees	14,920,000	12,910,000	868,900
2023 TTN	Property Tax	3,552,000	2,627,000	573,550
2025 CO	Property Tax & Utility Fees	9,380,000	9,380,000	506,129
TOTAL		\$72,591,820	\$51,857,000	\$4,746,800

T H E T O W N O F
WESTLAKE

CLOSING

In summary, we are proud to present a balanced proposed budget that includes necessary investments to ensure staff is able to continue to deliver services to our residents and visitors. Throughout FY26 Town staff will:

- Review departmental budget expenditures and communicate needs to Council;
- Monitor revenue sources and make appropriate recommendations;
- Report on the financial standing of the Town;
- Implement the additional resources requested timely and effectively;
- Implement the new adopted capital improvement/replacement plan; and
- Develop a building envelope program for prudent facility maintenance.

In adherence to our fiscal policies, the budget will continue to be monitored monthly and regular updates will be provided to the Town Council. The budget is intended to be a tool that communicates how revenues will be collected in order to meet service delivery needs that may arise within our community. It is expected that these amounts will need to be adjusted during the year, which will be handled in line with the approved budget transfer policy or presented to Council for amendment.

We are very fortunate to work alongside a team of professionals in our academic and municipal areas and to serve with a Town Council who is committed to successful governance. This proposed budget is hereby provided for public inspection in anticipation of the public hearings on the proposed tax rate and annual operating budget, scheduled on Tuesday, September 16, 2025, at 4:00 pm in the Council Chambers located at 1500 Solana Boulevard, Building 7, Suite 7100, Westlake, Texas 76262.

We are truly *Distinctive by Design* and are proud to be a part of creating such a wonderful place.

Respectfully submitted,
Town of Westlake Staff

T H E T O W N O F
WESTLAKE

FISCAL YEAR 2025-2026 PROPOSED BUDGET

All Funds Combined

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$39,578,958	\$33,180,307	\$33,180,307	\$34,973,808
Property Taxes	\$4,008,191	\$4,071,694	\$4,071,694	\$4,696,742
Sales Tax	\$13,498,114	\$12,942,000	\$12,942,000	\$14,542,000
Other Taxes	\$1,530,831	\$1,020,600	\$1,020,600	\$1,110,800
Licenses & Permits	\$6,096,852	\$1,725,825	\$1,725,825	\$1,082,600
Charges for Service	\$8,405,668	\$6,229,800	\$6,229,800	\$7,694,300
Fines & Forfeitures	\$413,336	\$437,185	\$437,185	\$313,625
Miscellaneous Revenue	\$3,681,492	\$1,527,800	\$1,527,800	\$1,542,100
Other Financing Sources	\$1,944,475	\$5,225,403	\$5,225,403	\$3,991,641
Expenditures by Classification	\$25,199,226	\$29,627,568	\$29,627,568	\$31,002,720
Personnel	\$6,002,912	\$7,413,704	\$7,413,704	\$8,251,914
Supplies	\$564,292	\$677,451	\$677,451	\$362,906
Services	\$8,514,719	\$6,386,671	\$6,386,671	\$8,233,486
Repairs & Maintenance	\$1,656,640	\$1,202,819	\$1,202,819	\$1,590,203
Utilities	\$1,120,412	\$1,165,839	\$1,165,839	\$1,112,820
Debt Service	\$4,551,649	\$4,277,097	\$4,277,097	\$4,753,850
Capital Outlay	\$1,026,664	\$1,642,100	\$1,642,100	\$1,205,900
Transfers Out	\$1,761,938	\$6,861,887	\$6,861,887	\$5,491,641
Expenditures by Department	\$25,199,226	\$29,627,568	\$29,627,568	\$31,002,720
General Services	\$9,314,799	\$14,221,546	\$14,221,546	\$11,495,137
Council	\$22,797	\$41,450	\$41,450	\$15,600
Town Manager	\$422,105	\$399,935	\$399,935	\$720,302
Town Secretary	\$174,643	\$178,592	\$178,592	\$188,773
Human Resources	\$243,745	\$321,131	\$321,131	\$336,400
Finance	\$716,846	\$696,072	\$696,072	\$847,838
Information Technology	\$921,702	\$1,265,587	\$1,265,587	\$955,802
Communications	\$370,410	\$300,344	\$300,344	\$488,063
Fire	\$2,934,795	\$4,981,025	\$4,981,025	\$4,294,798
Police	\$1,335,937	\$1,261,969	\$1,261,969	\$1,315,246
Municipal Court	\$335,855	\$420,334	\$420,334	\$399,954
Planning & Development	\$807,024	\$666,277	\$666,277	\$956,787
Public Works	\$6,587,524	\$4,349,156	\$4,349,156	\$7,852,243
Facilities	\$406,306	\$155,750	\$155,750	\$357,750
Parks & Recreation	\$419,869	\$368,400	\$368,400	\$778,027
Contribution to (Use of) Fund Balance	\$14,379,732	\$3,552,739	\$3,552,739	\$3,971,088

FISCAL YEAR 2025-2026 PROPOSED BUDGET

General Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$21,545,041	\$17,040,210	\$17,040,210	\$16,855,538
Property Taxes	\$2,175,863	\$2,830,000	\$2,830,000	\$3,300,413
Sales Tax	\$10,139,872	\$9,942,000	\$9,942,000	\$10,942,000
Other Taxes	\$748,849	\$510,600	\$510,600	\$509,800
Licenses & Permits	\$6,027,602	\$1,710,825	\$1,710,825	\$1,067,600
Charges for Service	\$146,050	\$100,000	\$100,000	\$100,000
Fines & Forfeitures	\$413,336	\$437,185	\$437,185	\$313,625
Miscellaneous Revenue	\$1,890,933	\$1,038,100	\$1,038,100	\$622,100
Other Financing Sources	\$2,537	\$471,500	\$471,500	\$0
Expenditures by Classification	\$12,302,437	\$15,472,277	\$15,472,277	\$14,821,258
Personnel	\$5,507,510	\$6,307,343	\$6,307,343	\$7,049,393
Supplies	\$438,587	\$605,301	\$605,301	\$330,706
Services	\$4,395,424	\$2,998,492	\$2,998,492	\$2,940,161
Repairs & Maintenance	\$943,350	\$940,094	\$940,094	\$1,130,778
Utilities	\$748,292	\$808,963	\$808,963	\$870,820
Debt Service	\$18,903	\$5,000	\$5,000	\$5,000
Capital Outlay	\$250,371	\$174,100	\$174,100	\$389,400
Transfers Out	\$0	\$3,632,984	\$3,632,984	\$2,105,000
Expenditures by Department	\$12,302,437	\$15,472,277	\$15,472,277	\$14,821,258
General Services	\$2,990,936	\$5,030,787	\$5,030,787	\$3,688,128
Council	\$22,797	\$41,450	\$41,450	\$15,600
Town Manager	\$404,181	\$399,935	\$399,935	\$518,126
Town Secretary	\$174,643	\$178,592	\$178,592	\$188,773
Human Resources	\$234,644	\$321,131	\$321,131	\$336,400
Finance	\$634,548	\$696,072	\$696,072	\$729,774
Information Technology	\$809,569	\$1,265,587	\$1,265,587	\$955,802
Communications	\$206,167	\$224,844	\$224,844	\$237,534
Fire	\$2,893,513	\$3,681,025	\$3,681,025	\$3,809,798
Police	\$1,335,937	\$1,261,969	\$1,261,969	\$1,315,246
Municipal Court	\$335,855	\$420,334	\$420,334	\$399,954
Planning & Development	\$807,024	\$666,277	\$666,277	\$886,787
Public Works	\$808,490	\$760,124	\$760,124	\$603,559
Facilities	\$119,834	\$155,750	\$155,750	\$357,750
Parks & Recreation	\$339,430	\$368,400	\$368,400	\$778,027
Contribution to (Use of) Fund Balance	\$9,242,604	\$1,567,933	\$1,567,933	\$2,034,280
Ending Fund Balance	\$35,095,531	\$36,663,464	\$36,663,464	\$38,697,744

FISCAL YEAR 2025-2026 PROPOSED BUDGET
General Vehicle/Equipment Replacement Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$50,088	\$1,330,000	\$1,330,000	\$605,000
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$50,088	\$30,000	\$30,000	\$0
Other Financing Sources	\$0	\$1,300,000	\$1,300,000	\$605,000
Expenditures by Classification	\$408,897	\$1,300,000	\$1,300,000	\$605,000
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$33,334	\$0	\$0	\$0
Repairs & Maintenance	\$328,811	\$0	\$0	\$0
Utilities	\$126	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$46,627	\$1,300,000	\$1,300,000	\$605,000
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$408,897	\$1,300,000	\$1,300,000	\$605,000
General Services	\$0	\$0	\$0	\$50,000
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$38,805	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$41,282	\$1,300,000	\$1,300,000	\$485,000
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$70,000
Public Works	\$42,339	\$0	\$0	\$0
Facilities	\$286,472	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	-\$358,809	\$30,000	\$30,000	\$0
Ending Fund Balance	\$1,142,744	\$1,172,744	\$1,172,744	\$1,172,744

FISCAL YEAR 2025-2026 PROPOSED BUDGET

4B Sales Tax Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$3,523,756	\$3,000,000	\$3,000,000	\$3,775,000
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$3,358,242	\$3,000,000	\$3,000,000	\$3,600,000
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$165,514	\$0	\$0	\$175,000
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$1,761,938	\$1,943,428	\$1,943,428	\$2,617,778
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$350
Services	\$0	\$0	\$0	\$669,850
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$1,761,938	\$1,943,428	\$1,943,428	\$1,947,578
Expenditures by Department	\$1,761,938	\$1,943,428	\$1,943,428	\$2,617,778
General Services	\$1,761,938	\$1,943,428	\$1,943,428	\$2,617,778
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$1,761,818	\$1,056,572	\$1,056,572	\$1,157,222
Ending Fund Balance	\$2,518,295	\$3,574,867	\$3,574,867	\$4,732,089

FISCAL YEAR 2025-2026 PROPOSED BUDGET

Visitors Association Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$807,085	\$505,000	\$505,000	\$631,000
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$781,982	\$500,000	\$500,000	\$601,000
Licenses & Permits	\$1,050	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$24,052	\$5,000	\$5,000	\$30,000
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$335,441	\$569,231	\$569,231	\$561,649
Personnel	\$134,881	\$315,909	\$315,909	\$336,149
Supplies	\$0	\$4,000	\$4,000	\$0
Services	\$92,135	\$137,422	\$137,422	\$149,000
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$108,425	\$111,900	\$111,900	\$76,500
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$335,441	\$569,231	\$569,231	\$561,649
General Services	\$171,197	\$493,731	\$493,731	\$151,000
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$101,088
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$59,032
Information Technology	\$0	\$0	\$0	\$0
Communications	\$164,244	\$75,500	\$75,500	\$250,529
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$471,644	-\$64,231	-\$64,231	\$69,351
Ending Fund Balance	\$727,745	\$663,514	\$663,514	\$732,865

FISCAL YEAR 2025-2026 PROPOSED BUDGET
Economic Development Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$180,000	\$235,000	\$235,000	\$0
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$10,000	\$10,000	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Other Financing Sources	\$180,000	\$225,000	\$225,000	\$0
Expenditures by Classification	\$0	\$235,000	\$235,000	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$135,000	\$135,000	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$100,000	\$100,000	\$0
Expenditures by Department	\$0	\$235,000	\$235,000	\$0
General Services	\$0	\$235,000	\$235,000	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$180,000	\$0	\$0	\$0
Ending Fund Balance	\$102,651	\$102,651	\$102,651	\$102,651

FISCAL YEAR 2025-2026 PROPOSED BUDGET

Public Improvement District Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$0	\$0	\$0	\$0
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$104,869	\$0	\$0	\$5,000
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$104,869	\$0	\$0	\$5,000
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$104,869	\$0	\$0	\$5,000
General Services	\$104,869	\$0	\$0	\$5,000
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	-\$104,869	\$0	\$0	-\$5,000
Ending Fund Balance	\$339,658	\$339,658	\$339,658	\$334,658

FISCAL YEAR 2025-2026 PROPOSED BUDGET

Cemetery Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$85,842	\$45,300	\$45,300	\$57,800
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$64,507	\$42,800	\$42,800	\$42,800
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$21,335	\$2,500	\$2,500	\$15,000
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$39,655	\$40,100	\$40,100	\$40,100
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$250	\$250	\$850
Services	\$33,148	\$20,725	\$20,725	\$20,125
Repairs & Maintenance	\$5,911	\$17,625	\$17,625	\$17,625
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$596	\$1,500	\$1,500	\$0
Capital Outlay	\$0	\$0	\$0	\$1,500
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$39,655	\$40,100	\$40,100	\$40,100
General Services	\$39,655	\$40,100	\$40,100	\$40,100
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$46,187	\$5,200	\$5,200	\$17,700
Ending Fund Balance	\$463,079	\$468,279	\$468,279	\$485,979

FISCAL YEAR 2025-2026 PROPOSED BUDGET

Public Art Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$0	\$0	\$0	\$0
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$0	\$0	\$0	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$0	\$0	\$0	\$0
General Services	\$0	\$0	\$0	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$0	\$0	\$0	\$0
Ending Fund Balance	\$102,651	\$102,651	\$102,651	\$102,651

FISCAL YEAR 2025-2026 PROPOSED BUDGET

Lone Star Public Facilities Corporation

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$872	\$200	\$200	\$0
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$872	\$200	\$200	\$0
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$0	\$0	\$0	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$0	\$0	\$0	\$0
General Services	\$0	\$0	\$0	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$872	\$200	\$200	\$0
Ending Fund Balance	\$16,329	\$16,529	\$16,529	\$16,529

FISCAL YEAR 2025-2026 PROPOSED BUDGET

Sales Tax Debt Service Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$1,761,938	\$1,943,428	\$1,943,428	\$1,947,578
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Other Financing Sources	\$1,761,938	\$1,943,428	\$1,943,428	\$1,947,578
Expenditures by Classification	\$1,465,855	\$1,943,428	\$1,943,428	\$1,947,578
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$1,465,855	\$1,943,428	\$1,943,428	\$1,947,578
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$1,465,855	\$1,943,428	\$1,943,428	\$1,947,578
General Services	\$1,465,855	\$1,943,428	\$1,943,428	\$1,947,578
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$296,083	\$0	\$0	\$0
Ending Fund Balance	\$0	\$0	\$0	\$0

FISCAL YEAR 2025-2026 PROPOSED BUDGET

Property Tax Debt Service Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$1,832,328	\$1,241,694	\$1,241,694	\$1,396,329
Property Taxes	\$1,832,328	\$1,241,694	\$1,241,694	\$1,396,329
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$1,972,040	\$1,241,694	\$1,241,694	\$1,457,209
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$1,972,040	\$1,241,694	\$1,241,694	\$1,457,209
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$1,972,040	\$1,241,694	\$1,241,694	\$1,457,209
General Services	\$1,972,040	\$1,241,694	\$1,241,694	\$1,457,209
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	-\$139,712	\$0	\$0	-\$60,880
Ending Fund Balance	\$0	\$0	\$0	-\$60,880

FISCAL YEAR 2025-2026 PROPOSED BUDGET

Municipal Capital Improvement Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$209,435	\$75,000	\$75,000	\$75,000
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$209,435	\$75,000	\$75,000	\$75,000
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$153,767	\$0	\$0	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$153,767	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$153,767	\$0	\$0	\$0
General Services	\$0	\$0	\$0	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$73,328	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$80,440	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$55,668	\$75,000	\$75,000	\$75,000
Ending Fund Balance	\$4,209,866	\$4,284,866	\$4,284,866	\$4,359,866

FISCAL YEAR 2025-2026 PROPOSED BUDGET

Academy Capital Improvement Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$185,415	\$175,000	\$175,000	\$75,000
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$185,415	\$75,000	\$75,000	\$75,000
Other Financing Sources	\$0	\$100,000	\$100,000	\$0
Expenditures by Classification	\$574,979	\$0	\$0	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$57,478	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$517,500	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$574,979	\$0	\$0	\$0
General Services	\$574,979	\$0	\$0	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	-\$389,564	\$175,000	\$175,000	\$75,000
Ending Fund Balance	\$3,807,345	\$3,982,345	\$3,982,345	\$4,057,345

FISCAL YEAR 2025-2026 PROPOSED BUDGET
Arts & Sciences Capital Improvement Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$174,171	\$50,000	\$50,000	\$50,000
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$174,171	\$50,000	\$50,000	\$50,000
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$0	\$0	\$0	\$0
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$0	\$0	\$0	\$0
General Services	\$0	\$0	\$0	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$0
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$174,171	\$50,000	\$50,000	\$50,000
Ending Fund Balance	\$3,083,372	\$3,133,372	\$3,133,372	\$3,183,372

FISCAL YEAR 2025-2026 PROPOSED BUDGET

Utility Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$9,217,149	\$6,352,500	\$6,352,500	\$8,066,500
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$68,200	\$15,000	\$15,000	\$15,000
Charges for Service	\$8,195,111	\$6,087,000	\$6,087,000	\$7,551,500
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$953,838	\$250,500	\$250,500	\$500,000
Other Financing Sources	\$0	\$0	\$0	\$0
Expenditures by Classification	\$5,492,840	\$5,696,935	\$5,696,935	\$7,508,085
Personnel	\$360,521	\$790,452	\$790,452	\$866,372
Supplies	\$125,704	\$67,900	\$67,900	\$31,000
Services	\$3,798,331	\$3,095,032	\$3,095,032	\$4,444,350
Repairs & Maintenance	\$378,568	\$245,100	\$245,100	\$441,800
Utilities	\$263,569	\$244,976	\$244,976	\$165,500
Debt Service	\$507,748	\$20,000	\$20,000	\$0
Capital Outlay	\$58,398	\$48,000	\$48,000	\$120,000
Transfers Out	\$0	\$1,185,475	\$1,185,475	\$1,439,063
Expenditures by Department	\$5,492,840	\$5,696,935	\$5,696,935	\$7,508,085
General Services	\$154,972	\$2,107,903	\$2,107,903	\$1,538,344
Council	\$0	\$0	\$0	\$0
Town Manager	\$17,924	\$0	\$0	\$101,088
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$9,101	\$0	\$0	\$0
Finance	\$82,297	\$0	\$0	\$59,032
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$5,228,545	\$3,589,032	\$3,589,032	\$5,809,621
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$3,724,310	\$655,565	\$655,565	\$558,415
Ending Fund Balance	\$3,601,520	\$4,257,085	\$4,257,085	\$4,815,500

FISCAL YEAR 2025-2026 PROPOSED BUDGET

Utility Debt Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$0	\$1,065,475	\$1,065,475	\$1,349,063
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$1,065,475	\$1,065,475	\$1,349,063
Expenditures by Classification	\$586,507	\$1,065,475	\$1,065,475	\$1,349,063
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$586,507	\$1,065,475	\$1,065,475	\$1,349,063
Capital Outlay	\$0	\$0	\$0	\$0
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$586,507	\$1,066,975	\$1,066,975	\$1,349,063
General Services	\$78,357	\$1,065,475	\$1,065,475	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$508,150	\$0	\$0	\$1,349,063
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	-\$586,507	\$0	\$0	\$0
Ending Fund Balance	\$0	\$0	\$0	\$0

FISCAL YEAR 2025-2026 PROPOSED BUDGET
Utility Vehicle/Equipment Replacement Fund

	FY2024 Actuals	FY2025 Adopted	FY2025 Amended	FY2026 Proposed
Revenue	\$5,839	\$121,500	\$121,500	\$90,000
Property Taxes	\$0	\$0	\$0	\$0
Sales Tax	\$0	\$0	\$0	\$0
Other Taxes	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0
Fines & Forfeitures	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$5,839	\$1,500	\$1,500	\$0
Other Financing Sources	\$0	\$120,000	\$120,000	\$90,000
Expenditures by Classification	\$0	\$120,000	\$120,000	\$90,000
Personnel	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0
Services	\$0	\$0	\$0	\$0
Repairs & Maintenance	\$0	\$0	\$0	\$0
Utilities	\$0	\$0	\$0	\$0
Debt Service	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$120,000	\$120,000	\$90,000
Transfers Out	\$0	\$0	\$0	\$0
Expenditures by Department	\$0	\$120,000	\$120,000	\$90,000
General Services	\$0	\$120,000	\$120,000	\$0
Council	\$0	\$0	\$0	\$0
Town Manager	\$0	\$0	\$0	\$0
Town Secretary	\$0	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$0
Information Technology	\$0	\$0	\$0	\$0
Communications	\$0	\$0	\$0	\$0
Fire	\$0	\$0	\$0	\$0
Police	\$0	\$0	\$0	\$0
Municipal Court	\$0	\$0	\$0	\$0
Planning & Development	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$90,000
Facilities	\$0	\$0	\$0	\$0
Parks & Recreation	\$0	\$0	\$0	\$0
Contribution to (Use of) Fund Balance	\$5,839	\$1,500	\$1,500	\$0
Ending Fund Balance	\$170,897	\$172,397	\$172,397	\$172,397



DEBT SERVICE LISTING

Debt Issuance Name	Type	Fund	Funding Source	Purpose	Entity	Rating	Issue Date	Call Date	Term (years)	Maturity	Rate	Original Issue Amount	Current Outstanding Amount	FY2026 P&I Requirement	Agency Fees
SERIES 2013 CO	Certificate of Obligation	510	Utility Fund	UF - Ground Storage Tank	Town	AAA	April 2013	Feb 2023	30	2043	2.00-4.00%	1,025,020	754,600	55,954	550
SERIES 2013 CO	Certificate of Obligation	300	Sales Tax	WA Expansion	Academy	AAA	April 2013	Feb 2023	30	2043	2.00-4.00%	8,294,800	6,105,400	452,715	550
SERIES 2013 GORB	General Obligation-Refunding	300	Sales Tax	WA - Refunding 2008	Academy	AAA	April 2013	Feb 2023	15	2028	2.00-2.50%	2,200,000	485,000	175,063	550
SERIES 2014 GORB	General Obligation-Refunding	310	Property Tax	WA - Refunding 2003 (2nd phase WA)	Academy	AAA	January 2014	Feb 2024	18	2032	2.00-5.00%	8,500,000	1,495,000	68,600	550
SERIES 2016 CO	Certificate of Obligation	300	Sales Tax	Fire Station Complex	Town	AAA	December 2016	Feb 2026	30	2046	3.00-4.00%	9,180,000	7,415,000	507,100	550
SERIES 2017 GORB	General Obligation-Refunding	300	Sales Tax	WA - Refunding 2007 (OG 2002)	Academy	AAA	February 2007	Feb 2027	30	2032	2.00-4.00%	5,795,000	4,950,000	810,500	550
SERIES 2018 CO	Certificate of Obligation (Taxable)	510	Utility Fund	UF - TWDN Water Main Ft Worth	Town	N/A	October, 2018	Aug 2028	20	2038	1.98-3.06%	2,100,000	1,545,000	143,638	550
SERIES 2021 CO	Certificate of Obligation	310	Property Tax	Capital Improvements	Town	AAA	September 2021	Feb 2030	20	2041	2.00-4.00%	3,215,000	2,715,000	204,300	500
SERIES 2021 GORB	General Obligation-Refunding	310	Property Tax	WA 25% Muni 75% - Refunding 2011 CO-GO	WA 25%/Town 75%	AAA	September 2021	Feb 2030	10	2031	2.00-4.00%	4,430,000	1,475,000	380,351	500
SERIES 2022 GORB	General Obligation-Refunding	510	Utility Fund	UF - Refunding Hillwood Debt	Town	AAA	March 2022	Feb 2031	25	2047	3.00-4.00%	14,920,000	12,910,000	868,900	550
SERIES 2023 TX TN	Texas Tax Note	310	Property Tax	WA - Modular Buildings	Academy	N/A	March 2023		7	2030	3.59%	3,552,000	2,627,000	573,550	550
SERIES 2025 CO	Certificate of Obligation	310	Property Tax	WA - Arts & Sciences Expansion	Academy	AAA	August 2025	Feb 2045	30	2055	5.25	4,000,000	4,000,000	227,758	550
SERIES 2025 CO	Certificate of Obligation	510	Utility Fund	UF - Water Improvements	Town	AAA	August 2025	Feb 2045	30	2055	5.25	5,380,000	5,380,000	278,371	550
TOTAL												72,591,820	51,857,000	4,746,800	7,050
TOTAL BUDGETED FY2026														4,753,850	

**Capital Improvement Program
FY2026**

Project Type	2026 Budget	2027 Projected	2028 Projected	2029 Projected	2030 Projected	2031+	Total
Streets	\$0	\$400,000	\$150,000	\$800,000	\$800,000	\$2,680,000	\$4,830,000
Facilities	\$7,487,850	\$59,850	\$49,850	\$124,850	\$791,350	\$5,049,850	\$13,563,600
Parks/Trails	\$0	\$50,000	\$75,000	\$75,000	\$50,000	\$0	\$250,000
Drainage	\$0	\$0	\$300,000	\$0	\$0	\$1,000,000	\$1,300,000
Water	\$5,440,000	\$13,000,000	\$15,150,000	\$0	\$300,000	\$300,000	\$34,190,000
Sewer	\$0	\$0	\$0	\$0	\$90,000	\$0	\$90,000
Vehicles/Equipment	\$5,500	\$2,459,500	\$76,500	\$267,500	\$8,000	\$2,007,908	\$4,824,908
Information Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$12,933,350	\$15,969,350	\$15,801,350	\$1,267,350	\$2,039,350	\$11,037,758	\$59,048,508

Expenditure Type	2026 Budget	2027 Projected	2028 Projected	2029 Projected	2030 Projected	2031+	Total
Capital	\$12,600,000	\$15,822,000	\$15,625,000	\$980,000	\$1,881,500	\$10,975,908	\$57,884,408
O&M	\$333,350	\$147,350	\$176,350	\$287,350	\$157,850	\$61,850	\$1,164,100
	\$12,933,350	\$15,969,350	\$15,801,350	\$1,267,350	\$2,039,350	\$11,037,758	\$59,048,508

Funding Source	2026 Budget	2027 Projected	2028 Projected	2029 Projected	2030 Projected	2031+	Total
General Fund	\$212,500	\$109,500	\$151,500	\$342,500	\$799,500	\$7,487,000	\$9,102,500
Academy Budget	\$280,850	\$59,850	\$49,850	\$124,850	\$49,850	\$49,850	\$615,100
Utility Revenues	\$60,000	\$0	\$150,000	\$0	\$390,000	\$450,000	\$1,050,000
General/Utilities	\$0	\$0	\$0	\$0	\$0	\$370,908	\$370,908
Lee Donation	\$3,000,000	\$0	\$0	\$0	\$0	\$0	\$3,000,000
Certificates of Obligation	\$9,380,000	\$15,800,000	\$15,450,000	\$800,000	\$800,000	\$2,680,000	\$44,910,000
	\$12,933,350	\$15,969,350	\$15,801,350	\$1,267,350	\$2,039,350	\$11,037,758	\$59,048,508

Expenditure Type	2026 Budget	2027 Projected	2028 Projected	2029 Projected	2030 Projected	2031+	Total
Academy	\$7,487,850	\$59,850	\$49,850	\$124,850	\$791,350	\$49,850	\$8,563,600
Town	\$5,445,500	\$15,909,500	\$15,751,500	\$1,142,500	\$1,248,000	\$10,987,908	\$50,484,908
	\$12,933,350	\$15,969,350	\$15,801,350	\$1,267,350	\$2,039,350	\$11,037,758	\$59,048,508

Capital Improvement Program
FY2026
as of 8/1/2025

Classification	Project Type	Westlake	Description	2026 Budget	2027 Projected	2028 Projected	2029 Projected	2030 Projected	2031+	Total	Funding Source
Capital	Water	Town	Water Tower Engineering	750,000						750,000	Certificates of Obligation
Capital	Water	Town	Land Acquisition Water Tower	750,000						750,000	Certificates of Obligation
Capital	Water	Town	EST No. 2		10,000,000					10,000,000	Certificates of Obligation
Capital	Water	Town	Pump Station 2 Engineering		1,000,000					1,000,000	Certificates of Obligation
Capital	Water	Town	Land Acquisition Pump Station 2		2,000,000					2,000,000	Certificates of Obligation
Capital	Water	Town	Pump Station No.2			15,000,000				15,000,000	Certificates of Obligation
Capital	Water	Town	Pump Station Recommendations F&N	3,580,000						3,580,000	Certificates of Obligation
Capital	Water	Town	Pump Station Generator Install Package	300,000						300,000	Certificates of Obligation
Capital	Water	Town	PS - Refurbish pumps #2 and #3	60,000						60,000	Utility Revenues
Capital	Water	Town	Add PRVs to SCADA System - control remotely			150,000				150,000	Utility Revenues
Capital	Water	Town	Tank Painting					300,000	300,000	600,000	Utility Revenues
Capital	Sewer	Town	N-1 Rehab					80,000		80,000	Utility Revenues
Capital	Sewer	Town	N-1 ROW/Easement Acquisition					10,000		10,000	Utility Revenues
Capital	Streets	Town	Carlyle Court - panel replacement		350,000					350,000	Certificates of Obligation
O&M	Streets	Town	FM1938 Street Enhancement Replacement (Cross-walks)		50,000	50,000	50,000	50,000		200,000	Certificates of Obligation
Capital	Streets	Town	Dove Road Culvert/Street Improvement			100,000	750,000	750,000	1,500,000	3,100,000	Certificates of Obligation
Capital	Streets	Town	Sam School Road Widening at Southlake City Limit (Concrete/HMAC, curb and gutter)						180,000	180,000	Certificates of Obligation
Capital	Streets	Town	Roanoke Road Widening at Roanoke City Limit						1,000,000	1,000,000	Certificates of Obligation
Capital	Drainage	Town	Solana Storm Drain Granada Connection (excludes inlets			300,000				300,000	Certificates of Obligation
Capital	Drainage	Town	Dove Road Culvert/Street Improvement						1,000,000	1,000,000	General Fund
Capital	Facilities	Town	PW Land Purchase for new facility						1,000,000	1,000,000	General Fund
Capital	Facilities	Town	PW Maintenance Building						4,000,000	4,000,000	General Fund
Capital	Parks/Trails	Town	South Davis Medians		50,000					50,000	General Fund
O&M	Parks/Trails	Town	Vaquero Greenspace Improvements (TOW taking over Davis Blvd. parkway maintenance)			50,000				50,000	General Fund
O&M	Parks/Trails	Town	Quail Hollow ROW Improvements			25,000	25,000			50,000	General Fund
O&M	Parks/Trails	Town	Quail Hollow Greenspace Improvements (TOW taking over Davis Blvd. parkway maintenance)				50,000			50,000	General Fund
O&M	Parks/Trails	Town	Granada Greenspace Improvements (TOW taking over Davis Blvd. parkway maintenance)					50,000		50,000	General Fund
Capital	Vehicles/Equipment	Town	Godwin dry pump for emergency lift station failures			75,000				75,000	General Fund
Capital	Vehicles/Equipment	Town	F-550 4x4 crew cab utility truck with crane, generator, air compressor				230,000			230,000	General Fund
Capital	Vehicles/Equipment	Town	Emergency Mobile Generator for Lift Stations						150,000	150,000	Utility Revenues
Capital	Vehicles/Equipment	Town	2020 Ford F-350 4X4, 100k+ miles						120,000	120,000	General/Utilities
Capital	Vehicles/Equipment	Town	2022 Ford F-350 4X4, 100k+ miles						123,600	123,600	General/Utilities
Capital	Vehicles/Equipment	Town	2022 Ford F-150 4X4, 100k+ miles						127,308	127,308	General/Utilities
Capital	Vehicles/Equipment	Town	Fire Attack (Brush Truck)						350,000	350,000	General Fund
Capital	Vehicles/Equipment	Town	Fire Engine						15,000	15,000	General Fund
Capital	Vehicles/Equipment	Town	Ambulance						600,000	600,000	General Fund
Capital	Vehicles/Equipment	Town	Deputy Chief F150						85,000	85,000	General Fund
Capital	Vehicles/Equipment	Town	Ladder Truck		2,400,000					2,400,000	Certificates of Obligation
Capital	Vehicles/Equipment	Town	Portable Radios/Mobile Radios						200,000	200,000	General Fund
Capital	Vehicles/Equipment	Town	Heart Monitor - 2022						95,000	95,000	General Fund
Capital	Vehicles/Equipment	Town	Stryker Cot - 2012		22,000					22,000	General Fund
Capital	Vehicles/Equipment	Town	Stryker Cot - 2019						25,000	25,000	General Fund
Capital	Vehicles/Equipment	Town	Lucas Device						30,000	30,000	General Fund
Capital	Vehicles/Equipment	Town	Extrication Tools - 2022						75,000	75,000	General Fund

Capital Improvement Program
FY2026
as of 8/1/2025

Classification	Project Type	Westlake	Description	2026 Budget	2027 Projected	2028 Projected	2029 Projected	2030 Projected	2031+	Total	Funding Source
O&M	Vehicles/Equipment	Town	Gear Extractors						12,000	12,000	General Fund
O&M	Vehicles/Equipment	Town	Washer and Dryer Machines x2				6,000			6,000	General Fund
O&M	Vehicles/Equipment	Town	Washer and Dryer Machines x1				3,000			3,000	General Fund
O&M	Vehicles/Equipment	Town	Air Compressor							0	General Fund
O&M	Vehicles/Equipment	Town	SCBA Fill Station and Compressor							0	General Fund
O&M	Vehicles/Equipment	Town	Thermal Imager (OIC)	5,500						5,500	General Fund
O&M	Vehicles/Equipment	Town	Mattresses x7				10,000			10,000	General Fund
O&M	Vehicles/Equipment	Town	Recliners x8				10,000			10,000	General Fund
O&M	Vehicles/Equipment	Town	Tread Mills x2				6,000			6,000	General Fund
O&M	Vehicles/Equipment	Town	Row Machines x2				2,500			2,500	General Fund
O&M	Vehicles/Equipment	Town	Computer Replacement Schedule - Toughbooks		27,500					27,500	General Fund
O&M	Vehicles/Equipment	Town	Mutli-gas monitor		10,000					10,000	General Fund
O&M	Vehicles/Equipment	Town	Sensit Monitor			1,500				1,500	General Fund
O&M	Vehicles/Equipment	Town	Ballistic Vest/Equipment (Ambulance and Admin)					8,000		8,000	General Fund
O&M	Vehicles/Equipment	Town	Self-Contained Breathing Apparatus (16)							0	General Fund
Capital	Facilities	Academy	Gym HVAC	160,000						160,000	General Fund
Capital	Facilities	Academy	MPH, Secondary, & FH HVACs					500,000		500,000	General Fund
Capital	Facilities	Academy	Arts & Sciences HVAC					241,500		241,500	General Fund
O&M	Facilities	Academy	Modulars Web Control (Hardware)	32,000						32,000	General Fund
O&M	Facilities	Academy	Update to Controllers (PYP 1 & 2, Gym)	19,000						19,000	Academy budget
O&M	Facilities	Academy	Web Control (Software/HVAC maintenance)	9,850	9,850	9,850	9,850	9,850	9,850	59,100	Academy budget
O&M	Facilities	Academy	Landscape (Project Proposal)	50,000						50,000	Academy budget
O&M	Facilities	Academy	Replacement of broken open/door sensors	5,000						5,000	Academy budget
O&M	Facilities	Academy	Building refreshes every year (paint, small updates 1-2/year)	40,000	40,000	40,000	40,000	40,000	40,000	240,000	Academy budget
O&M	Facilities	Academy	Powerwashing and replacing wood outside	50,000			50,000			100,000	Academy budget
O&M	Facilities	Academy	Concrete lifting	15,000			15,000			30,000	Academy budget
O&M	Facilities	Academy	New furniture for modulars	10,000	10,000					20,000	Academy budget
O&M	Facilities	Academy	Floor in the fieldhouse (boys' locker room)	20,000						20,000	Academy budget
O&M	Facilities	Academy	Parking lot painting	10,000			10,000			20,000	Academy budget
O&M	Facilities	Academy	Water pressure in the modulars	15,000						15,000	General Fund
O&M	Facilities	Academy	Upgrade lights (sensor lights)							0	TBD
O&M	Facilities	Academy	Perimeter fencing							0	Academy budget
Capital	Facilities	Academy	Expansion to the Arts and Science building	3,000,000						3,000,000	Lee Donation
Capital	Facilities	Academy	Expansion to the Arts and Science building	4,000,000						4,000,000	Certificates of Obligation
O&M	Facilities	Academy	Replace 8 wood support beams for roof at the gym building	23,000						23,000	Academy budget
O&M	Facilities	Academy	Roof repairs	15,000						15,000	Academy budget
O&M	Facilities	Academy	PYP 1 Commons wood floors need sanding/refinishing	14,000						14,000	Academy budget

TAXPAYER IMPACT STATEMENT

The following information is required under Texas Code §551.043(c)(2).

The property tax bill of a median-valued homestead property for the current fiscal year, as provided by Tarrant Appraisal District, is \$4,286.14, calculated as follows:

Median value of a homestead property for Tax Year 2024 (\$2,553,100) x Adopted property tax rate for Tax Year 2024 (\$0.16788) / 100

The property tax bill of a median-valued homestead property for the upcoming fiscal year, as provided by Tarrant Appraisal District, is \$4,892.88, calculated as follows:

Median value of a homestead property for Tax Year 2025 (\$2,644,800) x Proposed property tax rate for Tax Year 2025 (\$0.18500) / 100

The property tax bill of a median-valued homestead property for the upcoming fiscal year, as provided by Tarrant Appraisal District, using the no-new-revenue rate, as calculated by Tax Assessor-Collector for Tarrant County, is \$4,734.99, calculated as follows:

Median value of a homestead property for Tax Year 2025 (\$2,644,800) x No-new-revenue property tax rate for Tax Year 2025 (\$0.17903) / 100



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** G.2.
FROM: Cayce Lay Lamas, Finance Director, Finance
SUBJECT: Discuss, consider and act to approve Resolution 25-36 ratifying the property tax revenue increase.

ATTACHMENTS:

1. Res 25-36 Ratify Revenue

SUMMARY :

The FY2026 Annual Operating and Capital Budget includes projected property tax revenue that exceeds the amount budgeted in the prior fiscal year. The FY2026 projected total revenue from the proposed ad valorem rate is \$4,696,742, which is more than the \$4,071,694 in the FY2025 adopted budget.

BACKGROUND AND DISCUSSION:

Texas Local Government Code §102.007(c) requires the Town Council to hold a record vote, separate from the votes to adopt a budget (as provided in LGC 102) or a tax rate (as provided in Texas Tax Code 26), to ratify the revenue increase over the prior year's budgeted revenue. Due to additional value from new construction and the proposed increased tax rate, the FY2026 budget does include more projected revenue than the amount budgeted in FY2025.

FISCAL IMPACT:

There is no fiscal impact to this item.

LEGAL REVIEW:

N/A

RECOMMENDATION:

Approve Resolution 25-36, as presented

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Approve with Changes/Conditions

Motion to Deny

Motion to Continue or Table

TOWN OF WESTLAKE

RESOLUTION NO. 25-36

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS RATIFYING THE PROPERTY TAX INCREASE AS REFLECTED IN THE FISCAL YEAR 2026 ANNUAL BUDGET.

WHEREAS, the Town of Westlake has adopted an annual budget that is projected to raise more revenue from property taxes than budgeted in the previous year; and

WHEREAS, Local Government Code §102.007(c) requires that the governing body ratify the property tax increase reflected in the budget in vote separate from the budget and tax rate adoption votes; 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 the findings above are found to be true and correct and are incorporated herein.

SECTION 2: That the Town Council of the Town of Westlake, Texas hereby ratifies the property tax increase reflected in the Town of Westlake Fiscal Year 2026 annual budget.

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 16th DAY OF SEPTEMBER 2025.

Kim Greaves, Mayor

ATTEST:

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** G.3.
FROM: Cayce Lay Lamas, Finance Director, Town Secretary's Office
SUBJECT: Hold public hearing, discuss, consider and act to adopt Ordinance 1030 to Levy an Ad Valorem Rate for Tax Year 2025.

ATTACHMENTS:

1. Ordinance 1030 - Levy Ad Valorem Tax Rate
2. 2025 Certification of Additional Sales and Use Tax to Pay Debt Services
3. 2025 Tax Rate Calculation Worksheet-Town of Westlake - signed

SUMMARY :

The Town of Westlake will hold a public hearing to receive comments on the proposed ad valorem rate of \$0.185000 per \$100 of value on all real property for tax year 2025 prior to considering action. The ad valorem rate consists of two (2) components considered for approval: the maintenance and operations (M&O) rate of \$0.135000 and the interest and sinking (I&S) rate of \$0.055000.

BACKGROUND AND DISCUSSION:

The Town Council voted to advertise a maximum tax rate of \$0.18500 per \$100 of value and hold a public hearing on September 16, 2025 during their last regular meeting. The public hearing was advertised in the Fort Worth Star Telegram on August 31, 2025. The tax year 2025 proposed total tax rate of 18.5 cents is an increase of 1.7 cents over the prior year's total adopted rate and is the first increase since 2020. The total rate is proposed to be allocated as follows:

- 13 cents to M&O to support General Fund operations
- 5.5 cents to I&S to support debt service

The increase does include an allocation of one-half cent to the I&S portion to meet increased debt obligations for a new issuance that occurred during FY2025. The additional 1.2 cents of the increase will go to support general fund activities, including capital equipment purchases, three (3) additional positions, and continued best practice implementation throughout operations. As presented in the FY2026 proposed budget, the proposed tax rate will yield a projected \$4.7m in property tax revenues, with \$3.3m allocated to general maintenance and operations, and \$1.4m allocated to debt obligations. The Town of Westlake does have additional debt obligations that are funded through sales tax and utility fee revenues; these obligations are not included in the I&S allocation, as certified by the Director of Finance.

As required by Tax Code Chapter 26, the Tarrant County Tax Assessor-Collector calculated the following required property tax rates:

- No-new-revenue rate (rate that would yield the same revenue on existing property year-over-year): \$0.179030
- Voter-approval rate (maximum rate allowed to be levied without an election): \$0.205756
- De minimis rate (rate that would yield \$500k over the prior year's revenue): \$0.196361

The proposed rate is higher than the no-new-revenue rate by less than 0.6 cents and lower than the voter-approval rate by more than 2 cents.

Tarrant and Denton Central appraisal districts certified a total taxable value for tax year 2025 of \$2.8b, an increase of \$328m or 13%. Approximately \$200m of the increase is directly attributable to new construction. The average taxable value of a home decreased \$215k from the prior year to \$2,491,057. Under the proposed rate, that average homeowner tax levy would be \$4,608.45, which is an increase of \$65.64 annually. New construction is projected to contribute \$369k in property tax revenue.

FISCAL IMPACT:

Approval of the proposed tax rate will yield a projected \$4,696,742 in property tax revenue.

LEGAL REVIEW:

N/A

RECOMMENDATION:

Approve, as presented

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Approve with Changes/Conditions

Motion to Deny

Motion to Continue or Table

TOWN OF WESTLAKE

ORDINANCE NO. 1030

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS LEVYING TAXES TO BE ASSESSED ON ALL TAXABLE PROPERTIES WITHIN THE TOWN LIMITS OF THE TOWN OF WESTLAKE FOR THE TAX YEAR 2025 (FISCAL YEAR 2026); SETTING OUT EXEMPTIONS AND LIMITATION; PROVIDING FOR THE COLLECTION OF DELINQUENT TAXES AND A COLLECTION PENALTY TO BE ADDED TO DELINQUENT TAXES; PROVIDING FOR A SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, a public hearing on the proposed annual budget for the Town of Westlake, Texas, for the fiscal year beginning October 1, 2025, and ending on September 30, 2026, was duly advertised giving the date, time, place, and subject matter of the public hearing; and

WHEREAS, a public hearing was set by the Town Council in a duly posted Town Council meeting held on August 19, 2025, and all citizens were invited to participate and be heard on September 16, 2025; and

WHEREAS, all requirements of state law were met, including Open Meetings Act, Texas Government Code Chapter 551 requirements and the requirement of Texas Local Government Code 102.002 that the budget officer prepare a municipal budget to cover the proposed expenditures of the municipal government for the succeeding year; and

WHEREAS, it is deemed to be in the best interest of the citizens of the Town of Westlake, Texas to levy a tax as set forth below, on all taxable properties within the Town limits of Westlake to provide the necessary funds to provide municipal services to its citizens and to meet all municipal commitments; and

WHEREAS, the Town of Westlake has passed exemptions to certain applicable taxes which were previously adopted by earlier Resolution and recognized and adopted a tax limitation set out in the Town Municipal Code and such exemptions and limitation are included and adopted as part of this Ordinance; and

WHEREAS, the Town Council finds the passage of this Ordinance to be in the best interest for the citizens of Westlake, for the preservation of public health, safety, and welfare of the citizens of the Town.

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

SECTION 1: That all matters stated in the findings 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 Council of the Town of Westlake, Texas shall hereby levy the following taxes on each One Hundred Dollars (\$100.00) of taxable valuation on all taxable property within the Town

limits of the Town of Westlake, Texas to be assessed and collected by the Tax Assessor/Collector for the tax year 2025 (Fiscal Year 2026) for the purposes stipulated below, to-wit:

- a) \$ 0.18500 total ad valorem rate approved as separate components as follows:
 - (1) \$ 0.13000 for General Fund Maintenance and Operations (M&O)
 - (2) \$ 0.05500 for Interest and Sinking Fund (I&S or Debt Service)

SECTION 3: Exemptions: That the Town Council authorizes the following exemptions and limitations:

- a) Homestead exemption - That it is the intent of the Town Council of the Town of Westlake to continue to offer the highest possible homestead exemption, which would be a homestead exemption in the amount of twenty percent (20%) of the value of the homestead, and in any event, the exemption shall be at least a minimum of Five Thousand dollars (\$5,000). For purposes of this section "residential homestead" is defined as a structure (including a mobile home) or a separately secured and occupied portion of a structure (together with land, not to exceed ten (10) acres, and improvements used in the residential occupancy of the structure and the land and improvements have identical ownership) that (1) is owned by one or more individuals, either directly or through a beneficial interest is a qualifying trust; (2) is designed or adapted for a human residence; (3) is used as a residence; and (4) is occupied as his or her principal residence by an owner or, for property owned through a beneficial interest in a qualifying trust, by a trustee of the trust who qualifies for the exemption.
- b) Over 65 or Disabled exemption - That an exemption for a resident over 65 or disabled, pursuant to section 11.13(b) of the Texas Tax Code shall be authorized in the amount of \$10, 000. A resident is eligible for an exemption under this section if the resident is over 65 or disabled, but the resident shall not be entitled to two exemptions under this section, as set out in section 11.13(b) of the Texas Tax Code.
- c) The Town of Westlake previously adopted an ad valorem tax limitation in section 86-2 of the Town Code, for elderly and disabled citizens according to Article VIII, Section 1- b of the Texas Constitution and Texas Tax Code §11.261, which provides: "The county, municipality, or junior college district may not increase the total annual amount of ad valorem taxes the county, municipality, or junior college district imposes on the residence homestead of a disabled individual or an individual 65 years of age or older above the amount of the taxes the county, municipality, or junior college district imposed on the residence homestead in the first tax year, other than a tax year preceding the tax year in which the county, municipality, or junior college district established the limitation described by Subsection (a), in which the individual qualified that residence homestead for the exemption provided by Section 11.13(c) for a disabled individual or an individual 65 years of age or older." This provision, commonly referred to as a "tax freeze" means that residents who are already eligible for the provisions of that section will not have any increase in their taxes from the time that they became eligible, as citizens of Westlake; for that section.

SECTION 4: Texas Tax Code §26.05(b) requires the following statement:

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.6 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$4.50.

SECTION 5: The Town of Westlake will pursue collection of delinquent taxes and adopts the provisions of Section 33.07 of the Texas Tax Code so that hereafter an additional penalty of twenty (20) percent of the delinquent tax, penalty and interest on delinquent taxes will be imposed on taxes becoming delinquent as provided by the Texas Tax Code and the Town's collection agreement.

SECTION 6: If any portion of this Ordinance 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 Ordinance without the invalid provision.

SECTION 7: That this Ordinance shall become effective from and after its date of passage.

PASSED AND APPROVED ON THIS 16th DAY OF SEPTEMBER, 2025.

Kim Greaves, Mayor

ATTEST:

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney

Certification of Additional Sales and Use Tax to Pay Debt Services

THE STATE OF TEXAS, County of Tarrant

Chief Financial Officer: Cayce Lay Lamas

For the taxing unit: Town of Westlake

Hereby certifies that the amount of additional sales and use tax revenue collected to pay debt service has been deducted from the total amount described by Tax Code Section 26.05(e-1), 26.04(e)(3)(C) and 26.05(a)(1).

This certification is submitted to the governing body of the Town of Westlake on September 3, 2025.

A handwritten signature in black ink, appearing to read 'Cayce Lay Lamas', with a long horizontal flourish extending to the right.

Signature of Financial Officer

2025 Tax Rate Calculation Worksheet

Taxing Units Other Than School Districts or Water Districts

Form 50-856

Town of Westlake

Taxing Unit Name

1500 Solana Boulevard, Bldg. 7, Ste 7200, Westlake, TX 76262

Taxing Unit's Address, City, State, ZIP Code

Phone (area code and number)

westlake-tx.org

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	Prior year total taxable value. Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). ¹	\$ 2,578,554,290
2.	Prior year tax ceilings. Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$ 287,672,806
3.	Preliminary prior year adjusted taxable value. Subtract Line 2 from Line 1.	\$ 2,290,881,484
4.	Prior year total adopted tax rate.	\$ 0.167880 /\$100
5.	Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value. A. Original prior year ARB values: \$ 653,756,198 B. Prior year values resulting from final court decisions: - \$ 571,201,039 C. Prior year value loss. Subtract B from A.³	\$ 82,555,159
6.	Prior year taxable value subject to an appeal under Chapter 42, as of July 25. A. Prior year ARB certified value: \$ 94,128,113 B. Prior year disputed value: - \$ 13,792,385 C. Prior year undisputed value. Subtract B from A.⁴	\$ 80,335,728
7.	Prior year Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$ 162,890,887

¹ Tex. Tax Code §26.012(14)

² Tex. Tax Code §26.012(14)

³ Tex. Tax Code §26.012(13)

⁴ Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$ 2,453,772,371
9.	Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2024. Enter the prior year value of property in deannexed territory. ⁵	\$ 0
10.	Prior year taxable value lost because property first qualified for an exemption in the current year. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value. A. Absolute exemptions. Use prior year market value: \$ 0 B. Partial exemptions. Current year exemption amount or current year percentage exemption times prior year value: + \$ 5,330,425 C. Value loss. Add A and B.⁶	\$ 5,330,425
11.	Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year. Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year. A. Prior year market value: \$ 0 B. Current year productivity or special appraised value: - \$ 0 C. Value loss. Subtract B from A.⁷	\$ 0
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$ 5,330,425
13.	Prior year captured value of property in a TIF. Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. ⁸ If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 0
14.	Prior year total value. Subtract Line 12 and Line 13 from Line 8.	\$ 2,448,441,946
15.	Adjusted prior year total levy. Multiply Line 4 by Line 14 and divide by \$100.	\$ 4,110,444
16.	Taxes refunded for years preceding the prior tax year. Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. ⁹	\$ 77,361
17.	Adjusted prior year levy with refunds and TIF adjustment. Add Lines 15 and 16. ¹⁰	\$ 4,187,805
18.	Total current year taxable value on the current year certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. ¹¹ A. Certified values: \$ 2,786,717,925 B. Counties: Include railroad rolling stock values certified by the Comptroller's office: + \$ C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - \$ 0 D. Tax increment financing: Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 24 below.¹² - \$ 0 E. Total current year value. Add A and B, then subtract C and D.	\$ 2,786,717,925

⁵ Tex. Tax Code §26.012(15)⁶ Tex. Tax Code §26.012(15)⁷ Tex. Tax Code §26.012(15)⁸ Tex. Tax Code §26.03(c)⁹ Tex. Tax Code §26.012(13)¹⁰ Tex. Tax Code §26.012(13)¹¹ Tex. Tax Code §26.012, 26.04(c-2)¹² Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	Total value of properties under protest or not included on certified appraisal roll. ¹³	
	A. Current year taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹⁴	\$ 49,244,024
	B. Current year value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. ¹⁵	+ \$ 22,562,352
	C. Total value under protest or not certified. Add A and B.	\$ 71,806,376
20.	Current year tax ceilings. Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. ¹⁶	\$ 319,744,782
21.	Anticipated contested value. Affected taxing units enter the contested taxable value for all property that is subject to anticipated substantial litigation. ¹⁷ An affected taxing unit is wholly or partly located in a county that has a population of less than 500,000 and is located on the Gulf of Mexico. ¹⁸ If completing this section, the taxing unit must include supporting documentation in Section 9. ¹⁹ Taxing units that are not affected, enter 0.	\$ 0
22.	Current year total taxable value. Add Lines 18E and 19C, then subtract Lines 20 and 21. ²⁰	\$ 2,538,779,519
23.	Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year. Include both real and personal property. Enter the current year value of property in territory annexed. ²¹	\$ 0
24.	Total current year taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for the current year. ²²	\$ 199,618,719
25.	Total adjustments to the current year taxable value. Add Lines 23 and 24.	\$ 199,618,719
26.	Adjusted current year taxable value. Subtract Line 25 from Line 22.	\$ 2,339,160,800
27.	Current year NNR tax rate. Divide Line 17 by Line 26 and multiply by \$100. ²³	\$ 0.179030 /\$100
28.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. ²⁴	\$ _____ /\$100

SECTION 2: Voter Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

¹³ Tex. Tax Code §26.01(c) and (d)

¹⁴ Tex. Tax Code §26.01(c)

¹⁵ Tex. Tax Code §26.01(d)

¹⁶ Tex. Tax Code §26.012(6)(B)

¹⁷ Tex. Tax Code §§26.012(6)(C) and 26.012(1-b)

¹⁸ Tex. Tax Code §26.012(1-a)

¹⁹ Tex. Tax Code §26.04(d-3)

²⁰ Tex. Tax Code §26.012(6)

²¹ Tex. Tax Code §26.012(17)

²² Tex. Tax Code §26.012(17)

²³ Tex. Tax Code §26.04(c)

²⁴ Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
29.	Prior year M&O tax rate. Enter the prior year M&O tax rate.	\$ 0.117880 /\$100
30.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,453,772,371
31.	Total prior year M&O levy. Multiply Line 29 by Line 30 and divide by \$100.	\$ 2,892,506
32.	Adjusted prior year levy for calculating NNR M&O rate. A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2024. This line applies only to tax years preceding the prior tax year. + \$ 43,224 B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0. - \$ 0 C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. +/- \$ 0 D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function. \$ 43,224 E. Add Line 31 to 32D.	\$ 2,935,730
33.	Adjusted current year taxable value. Enter the amount in Line 26 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,339,160,800
34.	Current year NNR M&O rate (unadjusted). Divide Line 32E by Line 33 and multiply by \$100.	\$ 0.125503 /\$100
35.	Rate adjustment for state criminal justice mandate. ²⁶ A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. \$ 0 B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies. - \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100. \$ 0.000000 /\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100
36.	Rate adjustment for indigent health care expenditures. ²⁷ A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose. \$ 0 B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state assistance received for the same purpose. - \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100. \$ 0.000000 /\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100

²⁵ [Reserved for expansion]²⁶ Tex. Tax Code §26.044²⁷ Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
37.	Rate adjustment for county indigent defense compensation. ²⁸ A. Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose. \$ 0 B. Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2023 and ending on June 30, 2024, less any state grants received by the county for the same purpose. \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100. \$ 0.000000 /\$100 D. Multiply B by 0.05 and divide by Line 33 and multiply by \$100. \$ 0.000000 /\$100 E. Enter the lesser of C and D. If not applicable, enter 0.	\$ 0.000000 /\$100
38.	Rate adjustment for county hospital expenditures. ²⁹ A. Current year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year. \$ 0 B. Prior year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2023 and ending on June 30, 2024. \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100. \$ 0.000000 /\$100 D. Multiply B by 0.08 and divide by Line 33 and multiply by \$100. \$ 0.000000 /\$100 E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	\$ 0.000000 /\$100
39.	Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information. A. Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year. \$ 0 B. Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year. \$ 0 C. Subtract B from A and divide by Line 33 and multiply by \$100 \$ 0.000000 /\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100
40.	Adjusted current year NNR M&O rate. Add Lines 34, 35D, 36D, 37E, and 38E. Subtract Line 39D.	\$ 0.125503 /\$100
41.	Adjustment for prior year sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero. A. Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent. \$ 3,358,231 B. Divide Line 41A by Line 33 and multiply by \$100 \$ 0.143565 /\$100 C. Add Line 41B to Line 40.	\$ 0.269068 /\$100
42.	Current year voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below. Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 41C by 1.08. - or - Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 41C by 1.035.	\$ 0.278485 /\$100

²⁸ Tex. Tax Code §26.0442²⁹ Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D42.	Disaster Line 42 (D42): Current year voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of: 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred; or 2) the third tax year after the tax year in which the disaster occurred. If the taxing unit qualifies under this scenario, multiply Line 41C by 1.08.³⁰ If the taxing unit does not qualify, do not complete Disaster Line 42 (Line D42).	\$ 0.000000 /\$100
43.	Total current year debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that: (1) are paid by property taxes; (2) are secured by property taxes; (3) are scheduled for payment over a period longer than one year; and (4) are not classified in the taxing unit's budget as M&O expenses. A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here.³¹ Enter debt amount \$ 4,746,799 B. Subtract unencumbered fund amount used to reduce total debt. - \$ 0 C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) - \$ 0 D. Subtract amount paid from other resources - \$ 3,292,241 E. Adjusted debt. Subtract B, C and D from A. \$ 1,454,558	\$ 1,454,558
44.	Certified prior year excess debt collections. Enter the amount certified by the collector. ³²	\$ 155,597
45.	Adjusted current year debt. Subtract Line 44 from Line 43E.	\$ 1,298,961
46.	Current year anticipated collection rate. A. Enter the current year anticipated collection rate certified by the collector.³³ 100.00 % B. Enter the prior year actual collection rate..... 97.53 % C. Enter the 2023 actual collection rate. 99.29 % D. Enter the 2022 actual collection rate. 101.01 % E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%.³⁴ 100.00 %	100.00 %
47.	Current year debt adjusted for collections. Divide Line 45 by Line 46E.	\$ 1,298,961
48.	Current year total taxable value. Enter the amount on Line 22 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,538,779,519
49.	Current year debt rate. Divide Line 47 by Line 48 and multiply by \$100.	\$ 0.051164 /\$100
50.	Current year voter-approval M&O rate plus current year debt rate. Add Lines 42 and 49.	\$ 0.329649 /\$100
D50.	Disaster Line 50 (D50): Current year voter-approval tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D42. Add Line D42 and 49.	\$ 0.000000 /\$100

³⁰ Tex. Tax Code §26.042(a)³¹ Tex. Tax Code §26.012(7)³² Tex. Tax Code §26.012(10) and 26.04(b)³³ Tex. Tax Code §26.04(b)³⁴ Tex. Tax Code §§26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
51.	COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	\$ 0.000000 /\$100

SECTION 3: NNR Tax Rate and Voter Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
52.	Taxable Sales. For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. ³⁵ Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ 0
53.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ³⁶ Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year. Multiply the amount on Line 52 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ³⁷ - or - Taxing units that adopted the sales tax before November of the prior year. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ 3,612,558
54.	Current year total taxable value. Enter the amount from Line 22 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,538,779,519
55.	Sales tax adjustment rate. Divide Line 53 by Line 54 and multiply by \$100.	\$ 0.142295 /\$100
56.	Current year NNR tax rate, unadjusted for sales tax. ³⁸ Enter the rate from Line 27 or 28, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.179030 /\$100
57.	Current year NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year. Subtract Line 55 from Line 56. Skip to Line 58 if you adopted the additional sales tax before November of the prior tax year.	\$ 0.179030 /\$100
58.	Current year voter-approval tax rate, unadjusted for sales tax. ³⁹ Enter the rate from Line 50, Line D50 (disaster) or Line 51 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.329649 /\$100
59.	Current year voter-approval tax rate, adjusted for sales tax. Subtract Line 55 from Line 58.	\$ 0.187354 /\$100

SECTION 4: Voter Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
60.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ⁴⁰ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ⁴¹	\$ 0
61.	Current year total taxable value. Enter the amount from Line 22 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,538,779,519
62.	Additional rate for pollution control. Divide Line 60 by Line 61 and multiply by \$100.	\$ 0.000000 /\$100

³⁵ Tex. Tax Code §26.041(d)

³⁶ Tex. Tax Code §26.041(i)

³⁷ Tex. Tax Code §26.041(d)

³⁸ Tex. Tax Code §26.04(c)

³⁹ Tex. Tax Code §26.04(c)

⁴⁰ Tex. Tax Code §26.045(d)

⁴¹ Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
63.	Current year voter-approval tax rate, adjusted for pollution control. Add Line 62 to one of the following lines (as applicable): Line 50, Line D50 (disaster), Line 51 (counties) or Line 59 (taxing units with the additional sales tax).	\$ 0.187354 /\$100

SECTION 5: Voter Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value. ⁴² The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value. ⁴³

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042; ⁴⁴
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a); ⁴⁵ or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval. ⁴⁶

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. ⁴⁷

Line	Unused Increment Rate Worksheet	Amount/Rate
64.	Year 3 Foregone Revenue Amount. Subtract the 2024 unused increment rate and 2024 actual tax rate from the 2024 voter-approval tax rate. Multiply the result by the 2024 current total value A. Voter-approval tax rate (Line 68) B. Unused increment rate (Line 67) C. Subtract B from A D. Adopted Tax Rate E. Subtract D from C F. 2024 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	 \$ 0.210692 /\$100 \$ 0.042031 /\$100 \$ 0.168661 /\$100 \$ 0.167880 /\$100 \$ 0.000781 /\$100 \$ 2,435,517,403 \$ 19,021
65.	Year 2 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value A. Voter-approval tax rate (Line 67) B. Unused increment rate (Line 66) C. Subtract B from A D. Adopted Tax Rate E. Subtract D from C F. 2023 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	 \$ 0.187860 /\$100 \$ 0.000000 /\$100 \$ 0.187860 /\$100 \$ 0.167880 /\$100 \$ 0.019980 /\$100 \$ 2,243,124,027 \$ 448,176
66.	Year 1 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value A. Voter-approval tax rate (Line 67) B. Unused increment rate (Line 66) C. Subtract B from A D. Adopted Tax Rate E. Subtract D from C F. 2022 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	 \$ 0.150980 /\$100 \$ 0.053940 /\$100 \$ 0.097040 /\$100 \$ 0.167880 /\$100 \$ -0.070840 /\$100 \$ 1,910,303,777 \$ 0
67.	Total Foregone Revenue Amount. Add Lines 64G, 65G and 66G	\$ 467,197 /\$100
68.	2025 Unused Increment Rate. Divide Line 67 by Line 22 of the <i>No-New-Revenue Rate Worksheet</i> . Multiply the result by 100	\$ 0.018402 /\$100
69.	Total 2025 voter-approval tax rate, including the unused increment rate. Add Line 68 to one of the following lines (as applicable): Line 50, Line 51 (counties), Line 59 (taxing units with additional sales tax) or Line 63 (taxing units with pollution)	\$ 0.205756 /\$100

⁴² Tex. Tax Code §26.013(b)

⁴³ Tex. Tax Code §526.013(a)(1-a), (1-b), and (2)

⁴⁴ Tex. Tax Code §526.04(c)(2)(A) and 26.042(a)

⁴⁵ Tex. Tax Code §526.0501(a) and (c)

⁴⁶ Tex. Local Gov't Code §120.007(d)

⁴⁷ Tex. Local Gov't Code §26.04(c)(2)(B)

SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.⁴⁸

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit.⁴⁹

Line	De Minimis Rate Worksheet	Amount/Rate
70.	Adjusted current year NNR M&O tax rate. Enter the rate from Line 40 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.125503 /\$100
71.	Current year total taxable value. Enter the amount on Line 22 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,538,779,519
72.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 71 and multiply by \$100.	\$ 0.019694 /\$100
73.	Current year debt rate. Enter the rate from Line 49 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.051164 /\$100
74.	De minimis rate. Add Lines 70, 72 and 73.	\$ 0.196361 /\$100

SECTION 7: Voter Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.⁵⁰

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year.⁵¹

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
75.	2024 adopted tax rate. Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.167880 /\$100
76.	Adjusted 2024 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. ⁵² If a disaster occurred in 2024 and the taxing unit calculated its 2024 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2024 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2024 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2024, complete form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2024 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. ⁵³ Enter the final adjusted 2024 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2024 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ 0.000000 /\$100
77.	Increase in 2024 tax rate due to disaster. Subtract Line 76 from Line 75.	\$ 0.000000 /\$100
78.	Adjusted 2024 taxable value. Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,448,441,946
79.	Emergency revenue. Multiply Line 77 by Line 78 and divide by \$100.	\$ 0
80.	Adjusted 2024 taxable value. Enter the amount in Line 26 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 2,339,160,800
81.	Emergency revenue rate. Divide Line 79 by Line 80 and multiply by \$100. ⁵³	\$ 0.000000 /\$100

⁴⁸ Tex. Tax Code §26.012(8-a)

⁴⁹ Tex. Tax Code §26.063(a)(1)

⁵⁰ Tex. Tax Code §26.042(b)

⁵¹ Tex. Tax Code §26.042(f)

⁵² Tex. Tax Code §26.042(c)

⁵³ Tex. Tax Code §26.042(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
82.	Current year voter-approval tax rate, adjusted for emergency revenue. Subtract Line 81 from one of the following lines (as applicable): Line 50, Line D50 (disaster), Line 51 (counties), Line 59 (taxing units with the additional sales tax), Line 63 (taxing units with pollution control) or Line 69 (taxing units with the unused increment rate).	\$ <u>0.205756</u> /\$100

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. \$ 0.179030 /\$100
 As applicable, enter the current year NNR tax rate from: Line 27, Line 28 (counties), or Line 57 (adjusted for sales tax).
 Indicate the line number used: 27

Voter-approval tax rate. \$ 0.205756 /\$100
 As applicable, enter the current year voter-approval tax rate from: Line 50, Line D50 (disaster), Line 51 (counties), Line 59 (adjusted for sales tax), Line 63 (adjusted for pollution control), Line 69 (adjusted for unused increment), or Line 82 (adjusted for emergency revenue).
 Indicate the line number used: 27

De minimis rate. \$ 0.196361 /\$100
 If applicable, enter the current year de minimis rate from Line 74.

SECTION 9: Addendum

An affected taxing unit that enters an amount described by Tax Code Section 26.012(6)(C) in line 21 must include the following as an addendum:

1. Documentation that supports the exclusion of value under Tax Code Section 26.012(6)(C); and
2. Each statement submitted to the designated officer or employee by the property owner or entity as required by Tax Code Section 41.48(c)(2) for that tax year.

Insert hyperlinks to supporting documentation:

SECTION 10: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.⁵⁴

print
here

Andy Nguyen for Rick Barnes, Tarrant County Tax Assessor-Collector

Printed Name of Taxing Unit Representative

sign
here

Andy Nguyen
 Andy Nguyen (Aug 6, 2025 09:32:23 CDT)

Taxing Unit Representative

08/06/2025

Date

⁵⁴ Tex. Tax Code §§26.04(c-2) and (d-2)



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** G.4.
FROM: Jason Alexander, Deputy Town Manager, Planning and Dev
SUBJECT: Hold a public hearing, discuss, consider and act regarding Ordinance 1034 to approve a request for a specific use permit and a site plan to allow for a water and sewage pumping station that is located above grade, located at 16150 Roanoke Road, legally described as Tract 7F, Abstract 648, Huff, William Survey, HUFF, Town of Westlake, Tarrant County, Texas, zoned as PD3-9, Circle T Planning Area No. 9 – North Commercial Planned Development Zoning District (SUP Case No. 2025-01).

ATTACHMENTS:

1. Ordinance No. 1034
2. SUP Narrative (1)
3. Site Elevations (1)
4. Site Plan Exhibit (1)
5. Existing Cade Branch Lift Station (1)

SUMMARY :

The Trinity River Association (“TRA”) is requesting a specific use permit and site plan approval to allow for and to operate a water and sewage pumping station (above grade). While the use is appropriate for the site and the general area, there are additional provisions for architecture and landscape architecture that are recommended to ensure the goals for development in PD3-9 are achieved. The Planning and Zoning Commission and the Department of Planning and Development recommends approval of the specific use permit with the condition that the pumping station be enclosed on all sides by a screening wall constructed of full-depth natural stone or natural stone veneer and all fencing surrounding the water and sewage pumping station (above ground), whether required or provided, shall be inside of the required visual screening wall.

BACKGROUND AND DISCUSSION:

BACKGROUND:

On September 14, 1998, the Town Council, then the Board of Alderman, approved Ordinance 307, which established the Circle T Ranch Planned Development Zoning District Number 3 (“PD3”) Supplement providing for various development provisions within the Circle T Ranch. On the same day, the Town Council, then too, the Board of Alderman, also approved Ordinance 315, which created PD, Planned Development District 3-9 (“PD3-9”) and related regulations for development. Ordinance 315 provides district development standards for the properties located in the PD3-9, including but not limited to, the allowed uses, height of the buildings, and minimum lot requirements.

DISCUSSION:

The purpose of PD3-9 is to “provide for a superior design of lots or buildings” as well as to ensure “an appropriate balance between the intensity of development and the ability to provide adequate supporting public facilities and services.” The eastern and the southeastern boundaries of PD3-9 provide visibility from State Highway 170; and the land use schedule found in PD3-9 supports a wide range of land uses that are either permitted by-right or that require a specific use permit. The land use schedule, together with additional urban design standards, are intended to create an environment with a compatible mixture of activities capable of leveraging a highly visible location along State Highway 170.

Accordingly, the presence of a water and sewage pumping station (above grade) is a use that is compatible for the proposed location and the vision for the area that is reflected by the standards contained within PD3-9. However, the design (i.e., aesthetic) of a water sewage pumping station (above grade) should be compatible with the existing and future aesthetic of the State Highway 170 Corridor, as the Strategic Plan identifies this critical transportation corridor as a major focus of the economic development efforts of the Town of Westlake.

The Trinity River Association (“TRA”) is seeking a specific use permit and a site plan approval to allow for a water and sewage pumping station (above grade), that may be referred to as the Cade Branch Lift Station, to be built and operated. In PD3-9, water and sewage pumping stations that are located above grade require a specific use permit to be approved by Town Council. In addition, the ordinance requires a site plan for any development to be reviewed and approved by the Town Council. In accordance with the procedures of the Unified Development Code, as amended, the Town Council may authorize (i.e., approve) the issuance of a specific use permit after recommendations from the Town Planner and the Planning and Zoning Commission.

The Cade Branch Lift Station, if approved, will consist of:

- Below grade concrete lift station;
- Above grade electrical building;
- Above grade non-hazardous chemical storage tank;
- Above grade diesel powered standby generator;
- Above ground odor control system and; and
- Other appurtenances at the site such as paved access and site lighting.

The station will be used to move sewage and wastewater from a lower elevation to a higher elevation. As currently proposed, the site will be fenced with a split-face concrete masonry wall with controlled access gates --- and visually screened with landscaping outside of the proposed fence. An existing TRA lift station, located to the south at 14357 Roanoke Road, will be decommissioned and demolished if this specific use permit is approved.

It should be noted that, if the Cade Branch Lift Station is approved, that the facility must comply with all performance standards for development adopted by the Town of Westlake, as applicable. This includes, but is not limited to, all applicable provisions found within PD3-9.

Notwithstanding the requirements for landscaping found within PD3-9, the design of the proposed Cade Branch Lift Station should also meet heightened standards for architecture and landscape architecture considering its visibility from State Highway 170 and Roanoke Road --- as well as the future development envisioned and proposed for the surrounding area.

FISCAL IMPACT:

N/A.

LEGAL REVIEW:

N/A.

RECOMMENDATION:

The Planning and Zoning Commission met on September 2, 2025, and recommended approval by a vote of 6 to 0 (with 1 absence) with the condition that a screening wall enclosing the station on all sides that is constructed of either full-depth natural stone material or natural stone veneer (i.e., a split face concrete masonry wall or other similar material that is faced with natural stone veneer that has a minimum depth of four inches). All fencing surrounding the water and sewage pumping station (above ground), whether required or provided, shall be inside of the required visual screening wall.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Deny

Motion to Approve with Changes/Conditions

Motion to Continue or Table

**TOWN OF WESTLAKE
ORDINANCE NO. 1034**

AN ORDINANCE OF THE TOWN OF WESTLAKE, TEXAS, APPROVING A REQUEST FOR A SPECIFIC USE PERMIT AND A SITE PLAN TO ALLOW FOR A WATER AND SEWAGE PUMPING STATION THAT IS LOCATED ABOVE GRADE, LOCATED AT 16150 ROANOKE ROAD; 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 (the “Town”) is a general law municipality; and

WHEREAS, the Town Council of the Town (the “Town Council”) finds it necessary for the public health, safety, and welfare for development to occur in a controlled and orderly manner in accordance with the Town’s Comprehensive Plan; and

WHEREAS, the Planning and Zoning Commission and the Town Council of the Town, in compliance with the laws of the State of Texas with reference to the requested specific use permit and site plan have given the requisite public hearing notices by publication and, after holding due meetings in accordance with the Texas Open Meetings Act, is of the general opinion that the specific use permit and site plan should be approved; and

WHEREAS, the Planning and Zoning Commission held a public hearing on September 2, 2025, and reviewed and considered the requested specific use permit and site plan, and provided a recommendation to the Town Council; and

WHEREAS, upon the recommendation of the Planning and Zoning Commission provided on September 2, 2025, the Town Council believes that, in the interests of the Town and its present and future residents, the developer, and the builder, adopting this Ordinance will help to accelerate the completion of Entrada as well as advance the economic development and physical development of the Town.

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

SECTION 1: That the findings and recitations set out in the Preamble of this Ordinance are found to be true and correct and hereby adopted by the Town Council of the Town of Westlake, Texas and made a part hereof for all purposes.

SECTION 2: That the Town of Westlake, Texas hereby approves the specific use permit and the site plan for a water and sewage pumping station that is located above grade at 16150 Roanoke Road with the condition that there be a screening wall enclosing the station provided on all sides that is constructed of either full-depth natural stone material or natural stone veneer (i.e., a split face concrete masonry wall or other similar material that is faced with natural stone veneer that has a minimum depth of four inches). All fencing surrounding the water and sewage pumping station (above ground), whether required or provided, shall be inside of the required visual screening wall.

SECTION 3: That all ordinances of the Town of Westlake, Texas in conflict with the provisions of this Ordinance be, and the same are hereby, repealed and all other ordinances of the Town of Westlake, Texas not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 4: Should any section, paragraph, sentence, clause, or phrase of this Ordinance be adjudged or held to be unconstitutional, illegal, or invalid by a court of competent jurisdiction, the same shall not affect the validity of this Ordinance as a whole or any part or provision thereof, other than the part so declared to be unconstitutional, illegal, or invalid, and shall not affect the validity of the specific use permit and site plan as a whole.

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, Texas 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 occurs shall constitute a separate offense.

SECTION 6: It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required by law and the public notice of the time, the place, and the purpose of said meeting was given as required.

SECTION 7: This Ordinance shall take effect immediately from and after its passage upon reading and the publication of the caption, as provided by law.

DULY PASSED AND APPROVED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS ON THIS 16TH DAY OF SEPTEMBER 2025.

Kim Greaves, Mayor

ATTEST:

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney



July 01, 2025

Town of Westlake, Texas
15500 Solana Blvd, Bldg. 7, Ste 7200
Westlake, TX 76262

Subject: Trinity River Authority of Texas
DCRWS 15CB-1 Cade Branch Lift Station
Specific Use Permit – Narrative of Application

To whom it may concern:

The Trinity River Authority of Texas (TRA or Authority) intends to construct a collection system wastewater lift station, interceptor and force main at the Circle T Ranch and Hwy 170 Associates property near Roanoke Road and State Highway 170. This letter serves as the summary narrative of request in support of the Specific Use Permit.

The Cade Branch Lift Station will be located on the west side of Roanoke Road between SH170 and Parrish Lane, immediately south of the Roanoke Soccer Complex, and will consist of:

- Below grade concrete lift station
- Above grade electrical building
- Above grade non-hazardous chemical storage tank
- Above grade diesel powered standby generator
- Above grade odor control system and
- Other appurtenances at the site such as paved access and site lighting.

The site will be fenced with a split face concrete masonry wall with controlled access gates. Landscaping outside the fence will be provided.

This project will also include a gravity interceptor and force main. All facilities in this project will be constructed, inspected, owned and operated by the Authority. Hillwood, the current property owner, has been consulted at each stage of this project; Hillwood will convey the property and easements to TRA. The existing lift station, located at 14357 Roanoke Road, will be decommissioned and the property returned to Hillwood.

Please direct any questions on this project to me at james.mcmillen@meadhunt.com and to the TRA Project Manager, T. Jacob Rodgers, PE, at rodgerstj@trinityra.org.

Westlake SUP

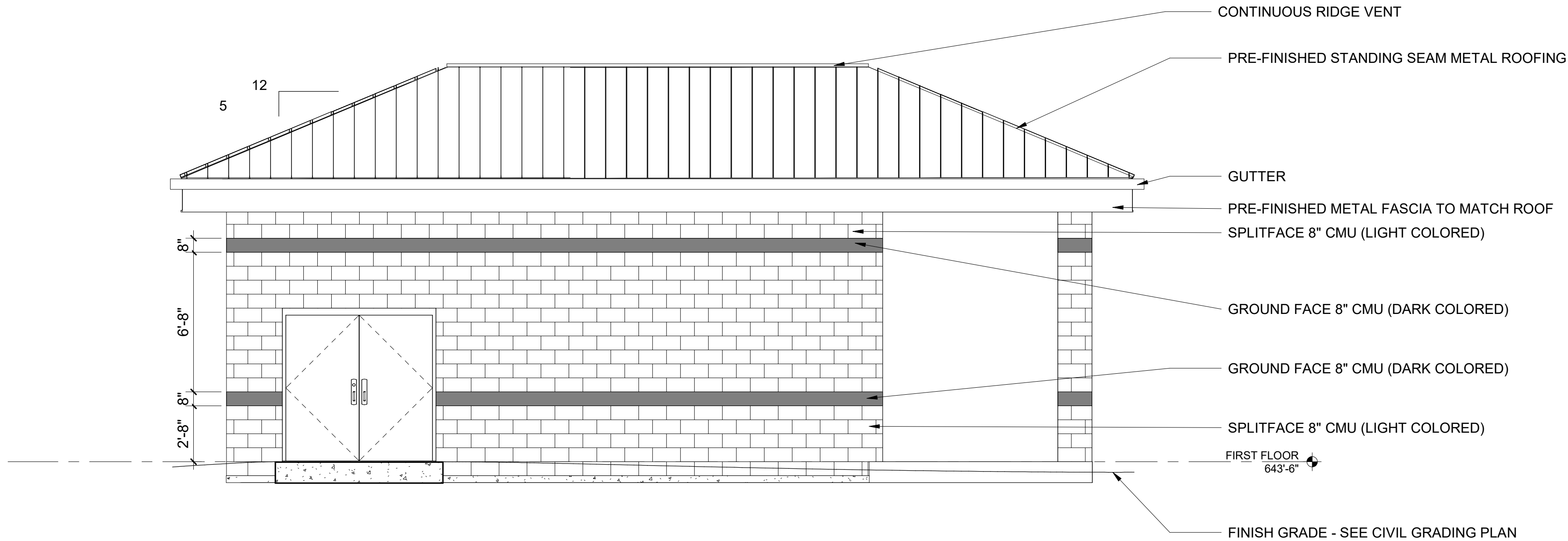
Page 2

Sincerely,

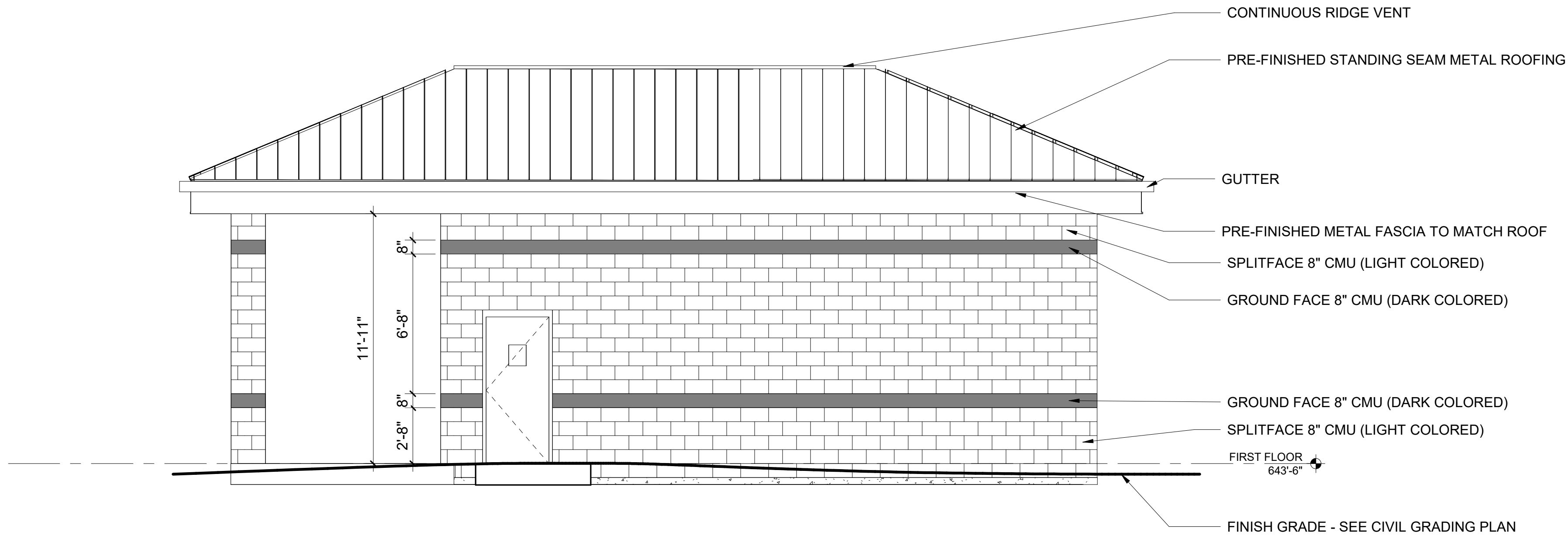
MEAD & HUNT, Inc

James S. McMillen, PE
Senior Project Manager

cc: T. Jacob Rodgers, PE, Trinity River Authority of Texas



1 EAST ELEVATION
1/4" = 1'-0"

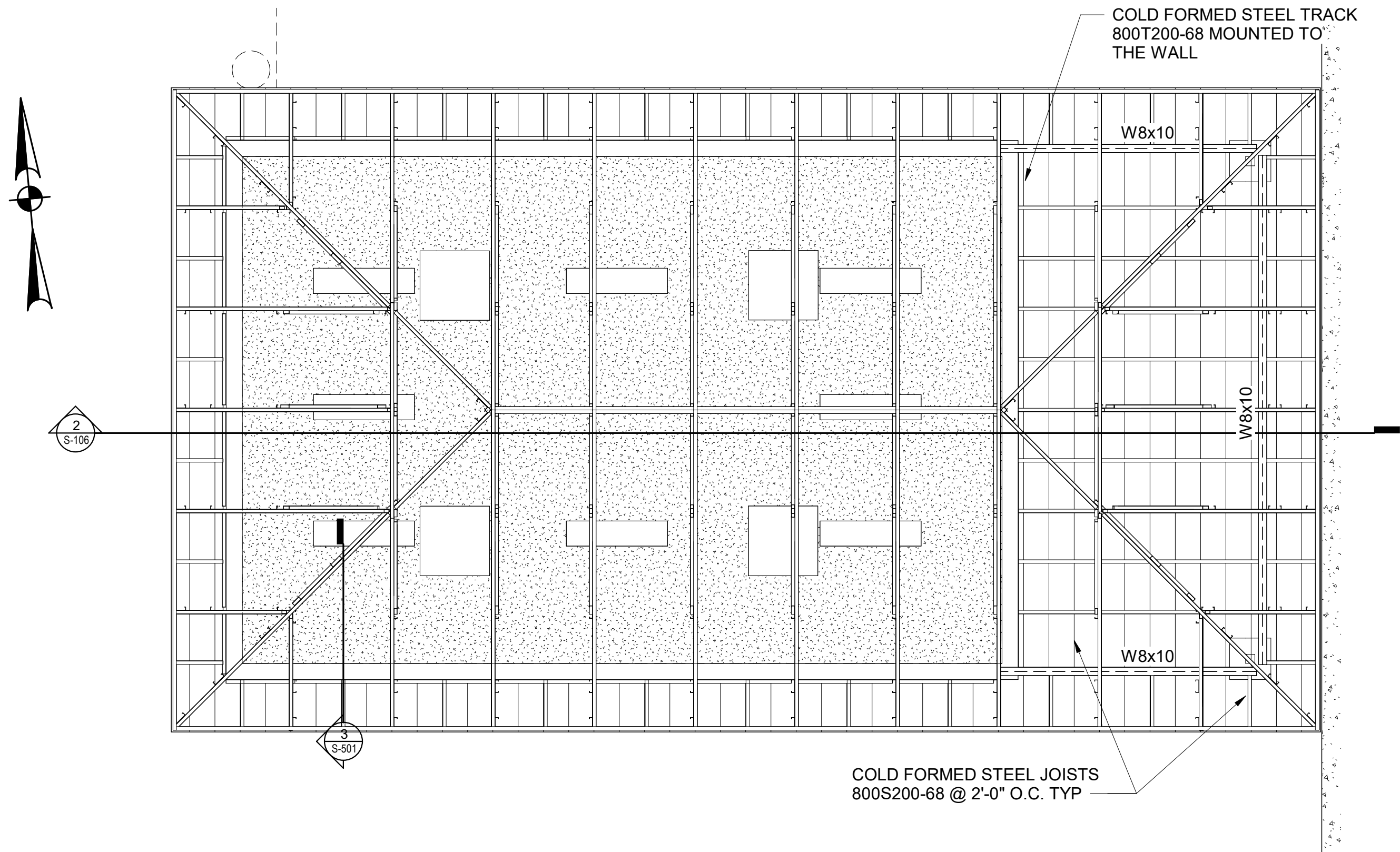


2 WEST ELEVATION
1/4" = 1'-0"

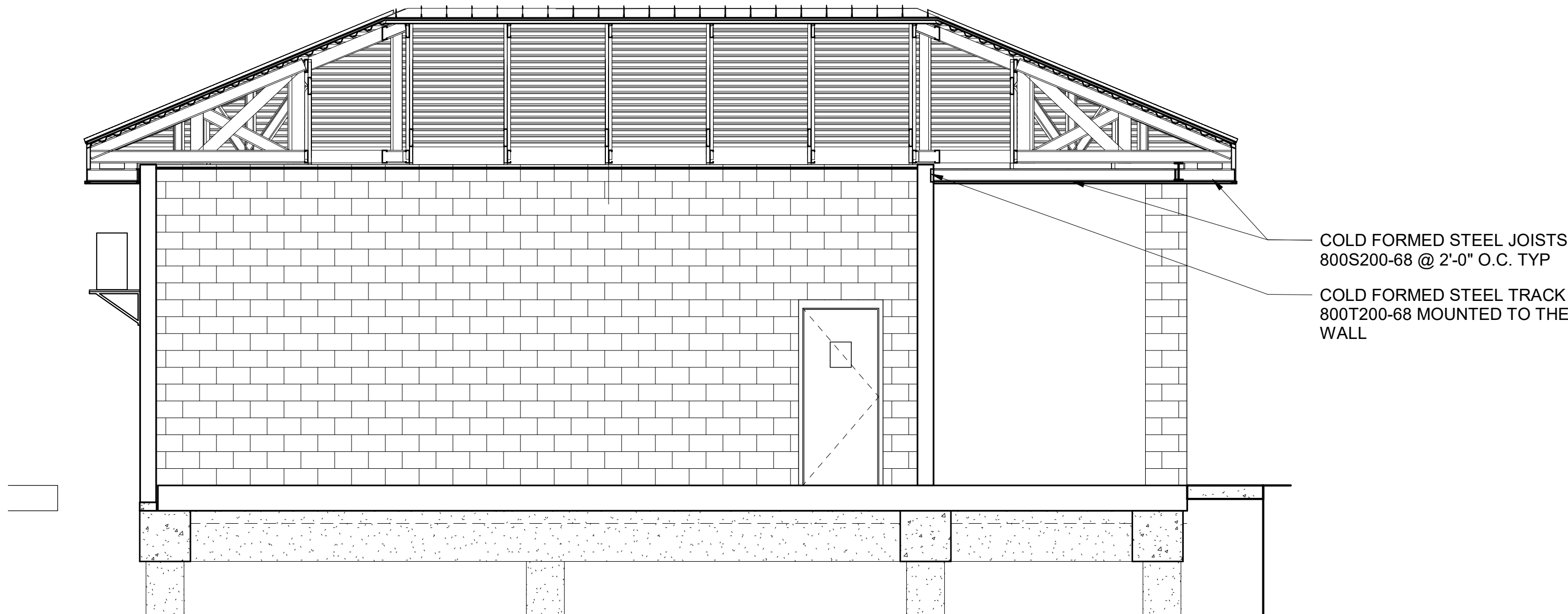
THESE DOCUMENTS ARE FOR
INTERIM REVIEW AND ARE NOT
INTENDED FOR CONSTRUCTION,
BIDDING, OR PERMIT PURPOSES.
RICHARD E. KIZER
TEXAS ARCH. No: 30684
DATE: 07/31/2025

99% SUBMITTAL

REV	DATE	DESCRIPTION	BY
Mead & Hunt TBPELS FIRM NO. F-9593 tra Trinity River Authority of Texas			
DENTON CREEK REGIONAL WASTEWATER SYSTEM			
15CB-1 CADE BRANCH LIFT STATION, EAST LEG INTERCEPTOR AND FORCE MAIN IMPROVEMENTS			
ELEVATIONS			
DESIGN REK	CONTRACT NO. 23-018	REGION NORTHERN	
GRAPHICS DGK	PROJECT ID NO. 4665627-221758.01	SYSTEM DCRWS	
CHECK REK	CADD FILE NAME ARCHITECTURAL.rvt	SHEET NO. A-201	
QM CSW	DATE JULY 2025	PAGE NO. 125	



1 ELECTRICAL BUILDING ROOF FRAMING PLAN
1/4" = 1'-0"



2 ELECTRICAL BUILDING ROOF FRAMING SECTION
1/4" = 1'-0"

**ROOF FRAMING
PLAN GENERAL NOTES:**

1. SITE DATUM OF FINISHED FIRST FLOOR INDICATED ON CIVIL SITE PLAN = ELEVATION 643'-6" ON STRUCTURAL DRAWINGS.
2. FIELD VERIFY ALL DIMENSIONS, BRING ANY DISCREPANCIES TO THE ATTENTION OF THE ARCHITECT/ENGINEER FOR FINAL DECISION.
3. REFER TO SHEET S-001 FOR STRUCTURAL LEGENDS, ABBREVIATIONS, AND SYMBOLOLOGY.
4. REFER TO SHEET S-601 FOR STRUCTURAL SCHEDULES.
5. MINIMUM JOIST BEARING LENGTH REQUIREMENTS ARE AS FOLLOWS UNLESS NOTED OR DETAILED OTHERWISE:
 - A. AT MASONRY WALLS
 - "K" SERIES - MIN. 4"
 - "KCS" SERIES - MIN. 4"
 - "LH" SERIES - MIN. 6"
 - "DLH" SERIES - MIN. 6"
 - B. AT CONCRETE WALLS
 - "K" SERIES - MIN. 4"
 - "KCS" SERIES - MIN. 4"
 - "LH" SERIES - MIN. 6"
 - "DLH" SERIES - MIN. 6"
 - C. AT STEEL BEAMS
 - "K" SERIES - MIN. 2 1/2"
 - "KCS" SERIES - MIN. 2 1/2"
 - "LH" SERIES - MIN. 4"
 - "DLH" SERIES - MIN. 4"
6. ROOF MEMBERS TO BE DESIGNED BY CONTRACTOR.

APPLICABLE LOADS:

SNOW LOAD: 3.5 PSF BALANCED LOAD
ROOF LIVE LOAD: 20 PSF
WIND LOAD: 13.75 PSF PEAK INTERNAL PRESSURE

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BIDDING, OR PERMIT PURPOSES.

JASON R. FROELICH
TEXAS PE No: 149176

DATE: 07/31/2025

99% SUBMITTAL

REV	DATE	DESCRIPTION	BY



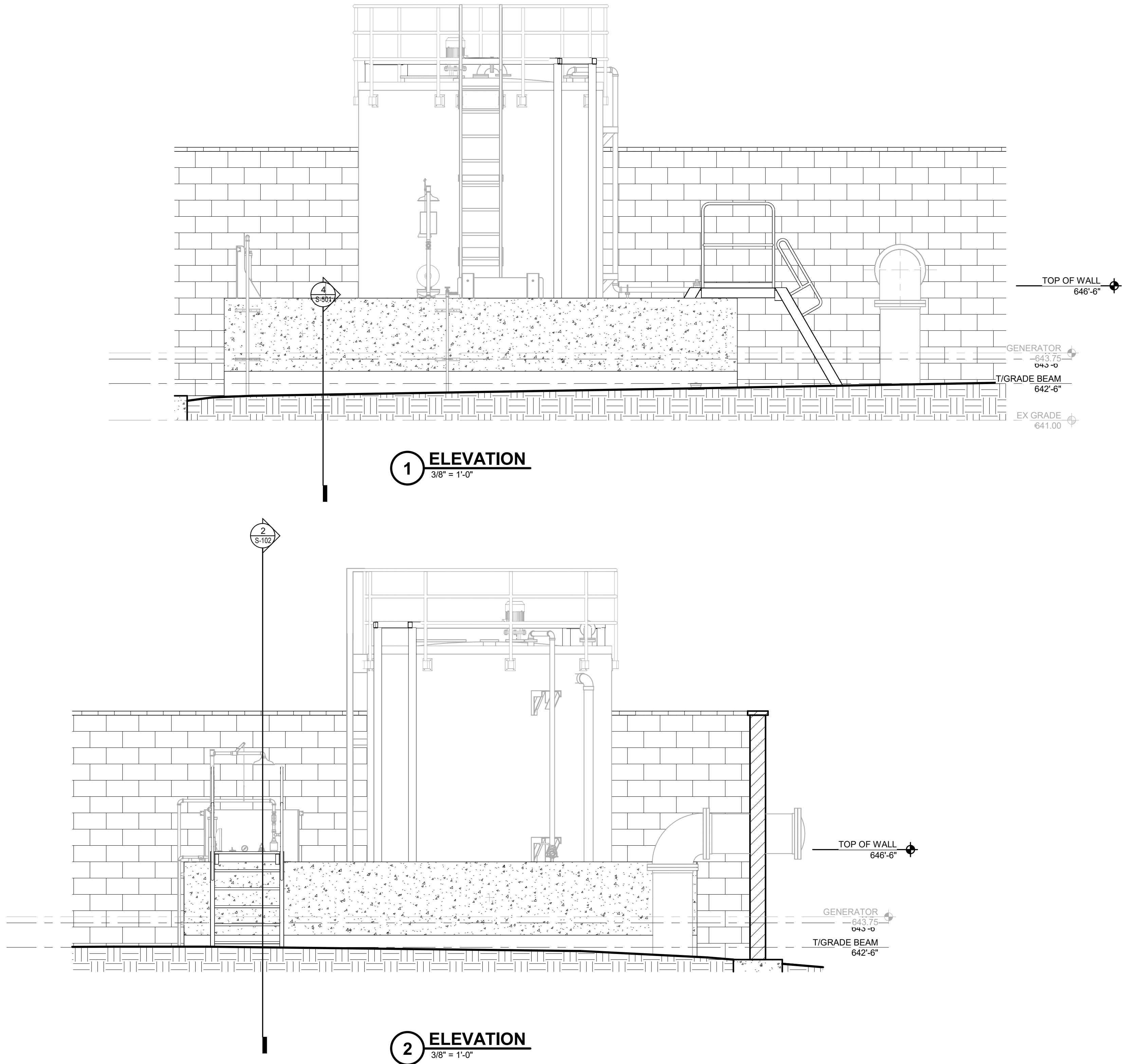
Trinity River Authority of Texas

DENTON CREEK REGIONAL
WASTEWATER SYSTEM

15CB-1 CADE BRANCH LIFT STATION, EAST LEG
INTERCEPTOR AND FORCE MAIN IMPROVEMENTS

ENLARGED AREA
FRAMING PLAN AT
ELECTRICAL BUILDING
ROOF

DESIGN LRC	CONTRACT NO. 23-018	REGION NORTHERN
GRAPHICS KDF	PROJECT ID NO. 3828.2037	SYSTEM DCRWS
CHECK JRF	CADD FILE NAME STRUCTURAL.rvt	SHEET NO. S-106
QM SCW	DATE JULY 2025	PAGE NO. 138



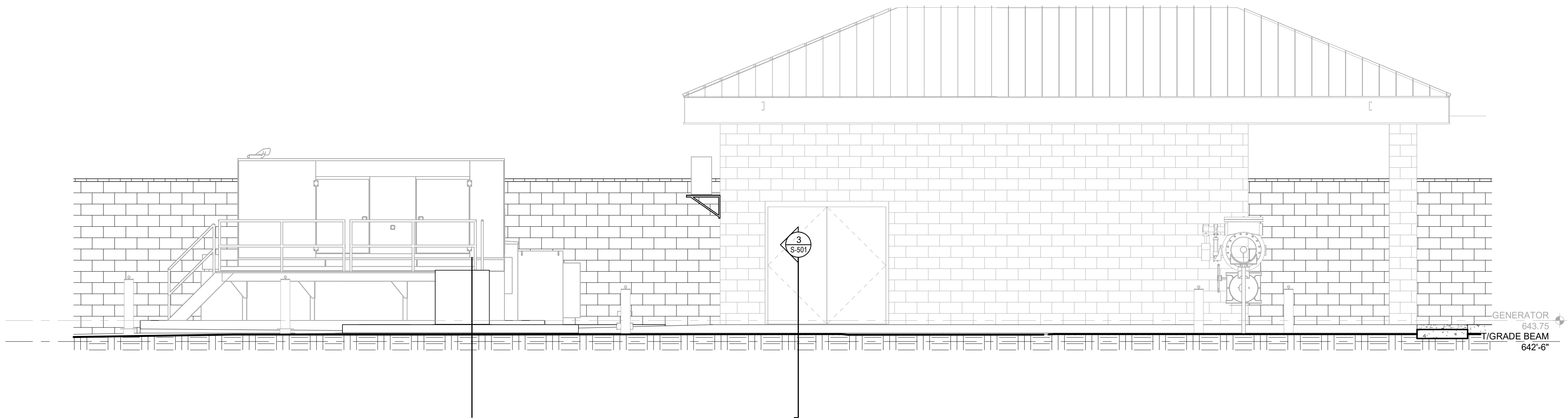
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TEXAS PE No: 149176

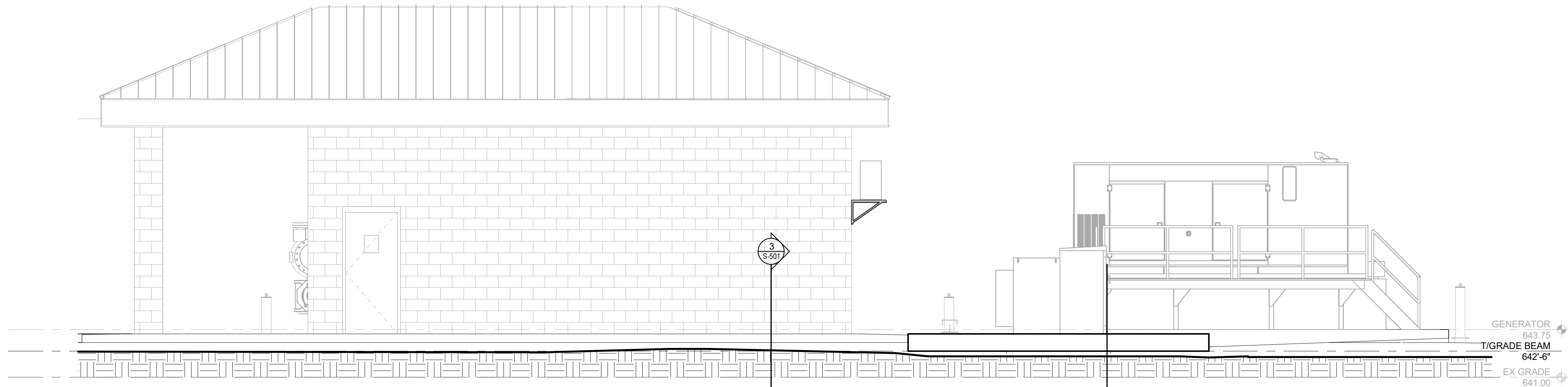
DATE: 07/31/2025

99% SUBMITTAL

REV	DATE	DESCRIPTION	BY
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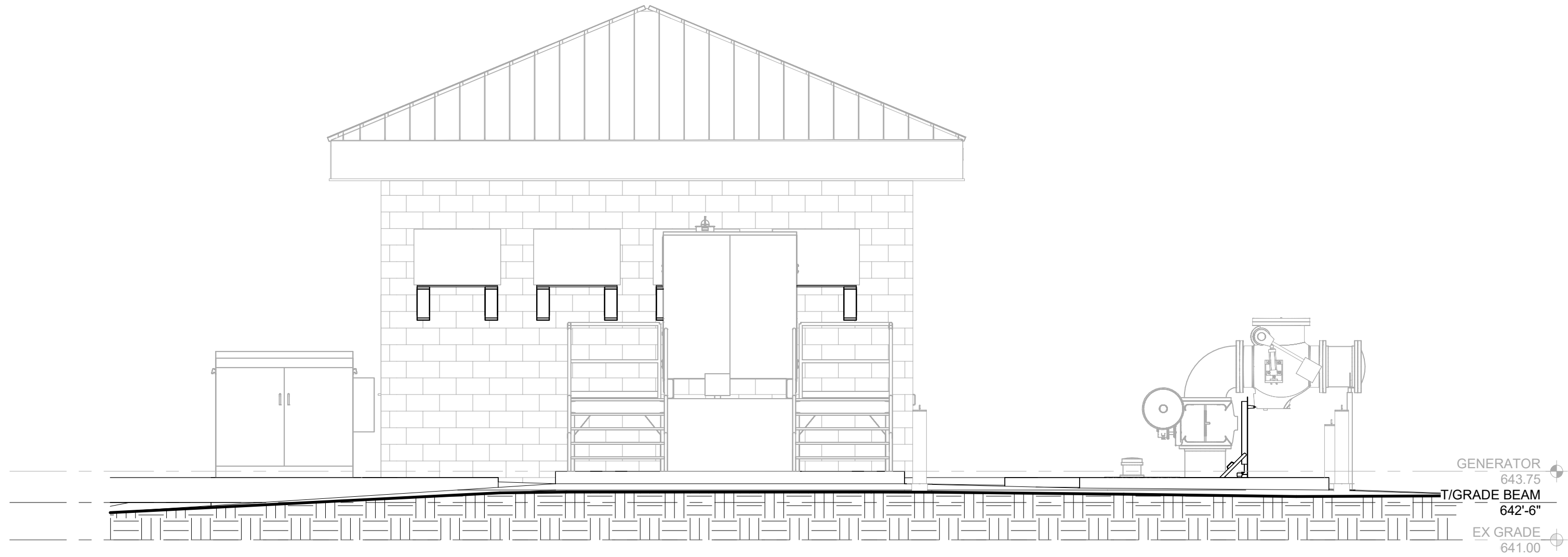
1 ELEVATION
1/4" = 1'-0"



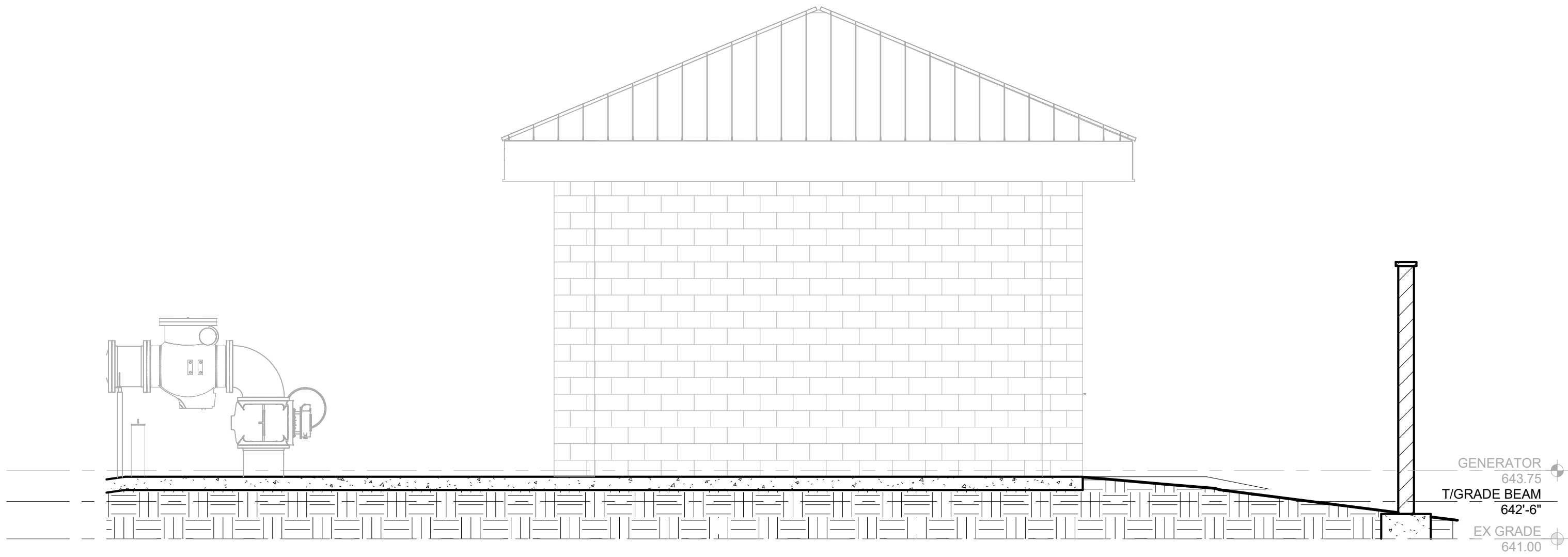
2 ELEVATION
1/4" = 1'-0"

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JASON R. FROEHLICH
TEXAS PE No: 149176
DATE: 07/31/2025
99% SUBMITTAL

REV	DATE	DESCRIPTION	BY
Mead&Hunt TBPELS FIRM NO. F-9593			
Trinity River Authority of Texas			
DENTON CREEK REGIONAL WASTEWATER SYSTEM			
15CB-1 CADE BRANCH LIFT STATION, EAST LEG INTERCEPTOR AND FORCE MAIN IMPROVEMENTS			
SITE ELEVATIONS II			
DESIGN LRC	CONTRACT NO. 23-018		REGION NORTHERN
GRAPHICS KDF	PROJECT ID NO. 3828.2037		SYSTEM DCRWS
CHECK JRF	CADD FILE NAME STRUCTURAL.rvt		SHEET NO. S-202
QM SCW	DATE JULY 2025		PAGE NO. 140



1 ELEVATION
1/4" = 1'-0"



2 ELEVATION
1/4" = 1'-0"

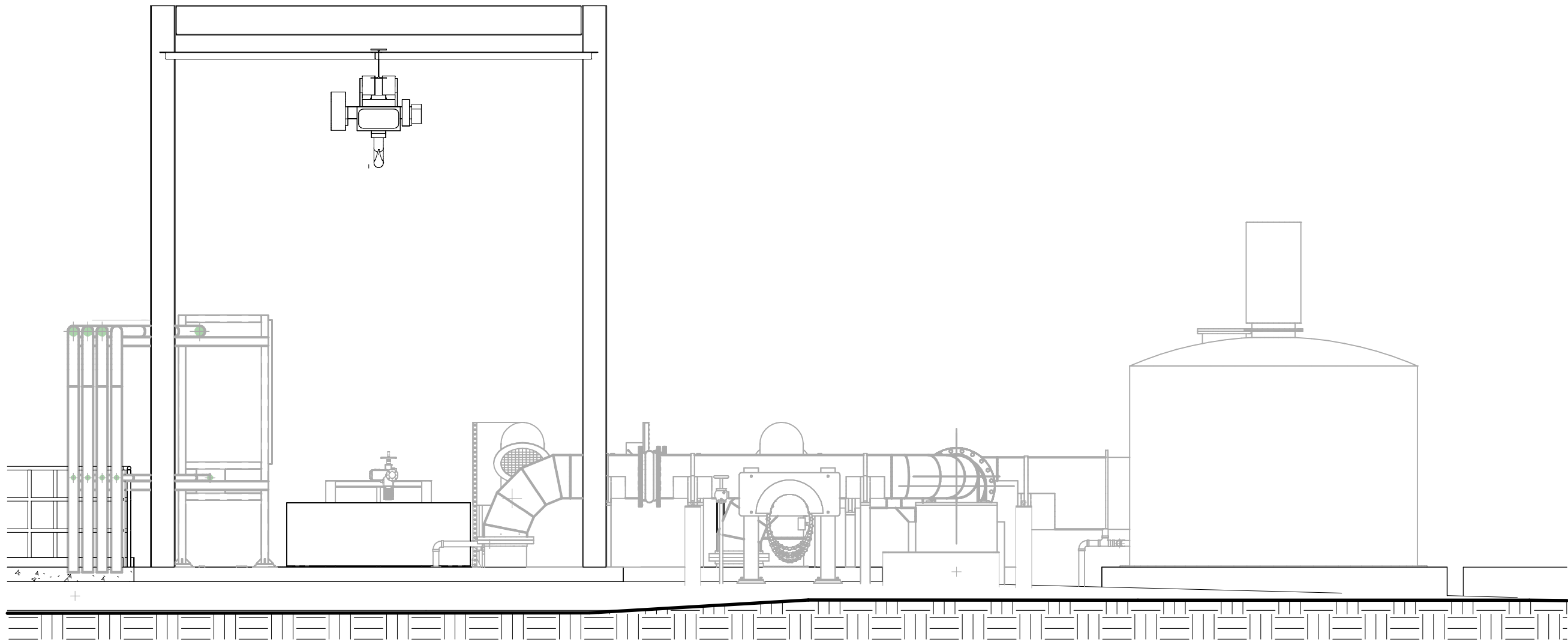
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JASON R. FROEHLICH
TEXAS PE No: 149176

DATE: 07/31/2025

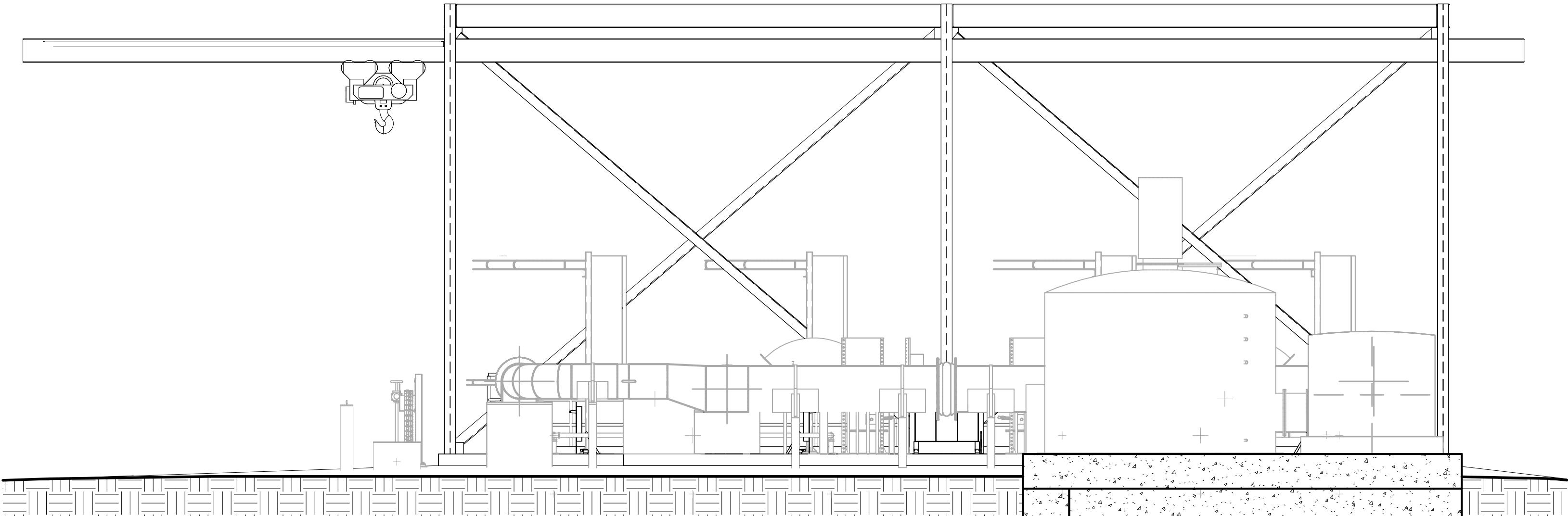
99% SUBMITTAL

REV	DATE	DESCRIPTION	BY
Mead&Hunt TBPELS FIRM NO. F-9593 tra Trinity River Authority of Texas			
DENTON CREEK REGIONAL WASTEWATER SYSTEM			
15CB-1 CADE BRANCH LIFT STATION, EAST LEG INTERCEPTOR AND FORCE MAIN IMPROVEMENTS			
SITE ELEVATIONS III			
DESIGN LRC	CONTRACT NO. 23-018	REGION NORTHERN	
GRAPHICS KDF	PROJECT ID NO. 3828.2037	SYSTEM DCRWS	
CHECK JRF	CADD FILE NAME STRUCTURAL.rvt	SHEET NO. S-203	
QM SCW	DATE JULY 2025	PAGE NO. 141	



1 ELEVATION
1/4" = 1'-0"

T.O. STEEL
663'-0"
T.O. CRANE RAIL
661'-6"



2 ELEVATION
1/4" = 1'-0"

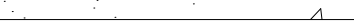
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JASON R. FROEHLICH
TEXAS PE No: 149176

DATE: 07/31/2025

99% SUBMITTAL

REV	DATE	DESCRIPTION	BY



- | | |
|---|-----------------------------------|
|  | GRAVITY SEWER INTERCEPTOR |
|  | FORCE MAIN |
|  | PERMANENT SANITARY SEWER EASEMENT |
|  | TEMPORARY CONSTRUCTION EASEMENT |
|  | ACCESS EASEMENT |
|  | PROPERTY LINE |
|  | CONCRETE |
|  | PROPOSED TREES |
|  | FLOODPLAIN |

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BIDDING, OR PERMIT PURPOSES

CHRISTOPHER J. SWONKE
TEXAS P.E. NO. 136494

DATE: 07/31/2025

99% SUBMITTAL

REV	DATE	DESCRIPTION	BY

Mead & Hunt
TBPELS FIRM NO. F-9593



Trinity River Authority of Texas

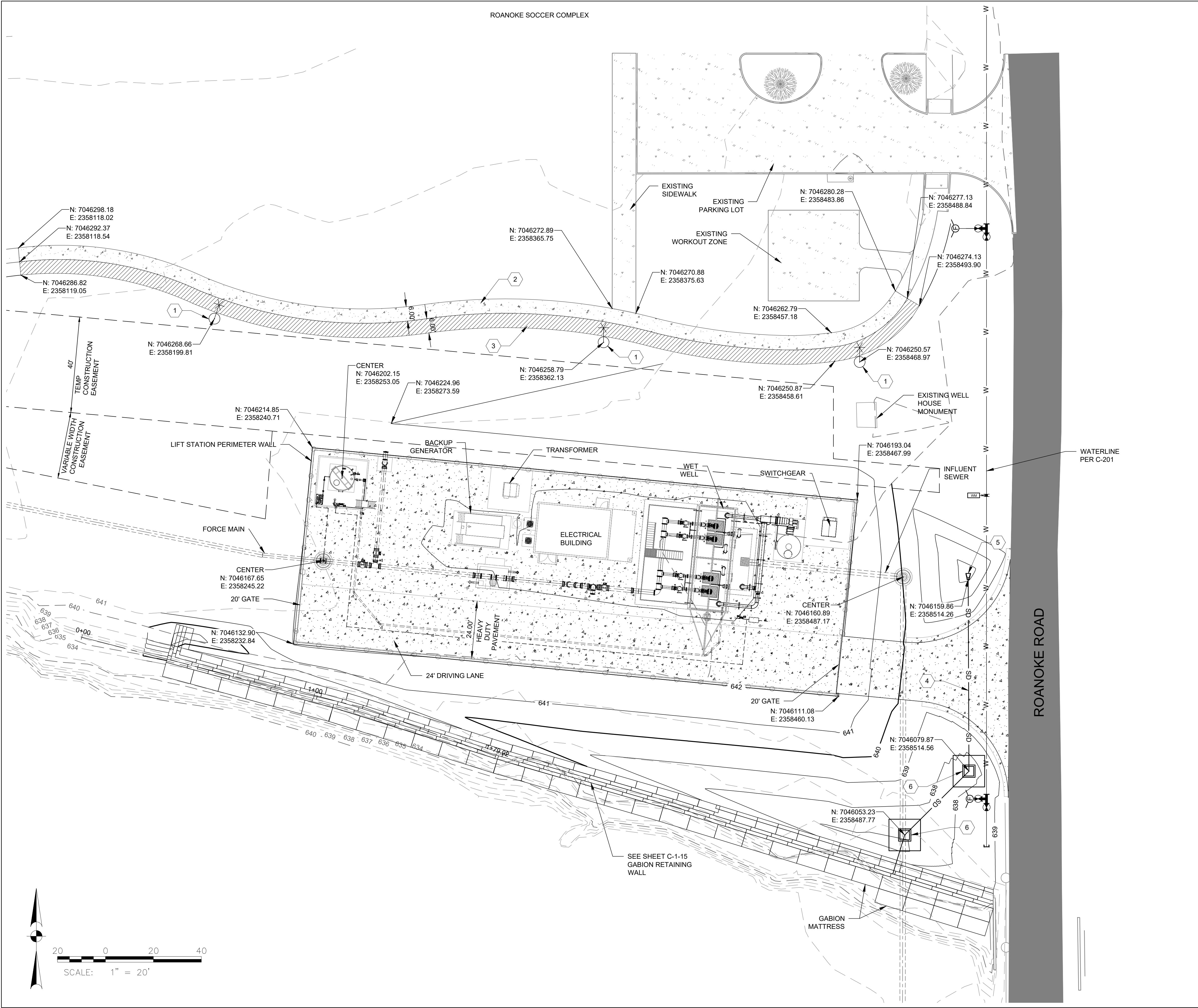
DENTON CREEK REGIONAL WASTEWATER SYSTEM

15CB-1 CADE BRANCH LIFT STATION, EAST LEG INTERCEPTOR AND FORCE MAIN IMPROVEMENTS

LIFT STATION OVERALL SITE PLAN

DESIGN DAB	CONTRACT NO. 23-018	REGION NORTHERN
GRAPHICS BER	PROJECT ID NO. 3828.2037	SYSTEM DCRWS
CHECK CJS	CADD FILE NAME C-161 LS OVERALL SITE PLAN.dwg	SHEET NO. C-161
QM SCW	DATE JULY 2025	PAGE NO. 91

X:\4665627\221768.01\TECH\CAD\CURRENT\AUTOCAD\CURRENT CAD SHEETS\C-163 LS CIVIL SITE PLAN.DWG
7/1/2025 3:38:14 PM



- KEYNOTES:
- 1 CONSTRUCT SALVAGED LIGHT POLE ON NEW FOUNDATION PER DETAIL 4/C-519
 - 2 CONSTRUCT SIDEWALK PER DETAIL 1/C-518
 - 3 CONSTRUCT DECOMPOSED GRANITE PATH PER DETAIL 3/C-519
 - 4 CONSTRUCT 18" PCC STORM DRAIN PER DETAIL 11/C-518
 - 5 CONSTRUCT 18" FLARED END SECTION PER DETAIL 1/C-519
 - 6 CONSTRUCT 4'X4' STORM DRAIN INLET PER DETAIL 2/C-520

NOTE:
SEE PAVING PLAN FOR JOINT LAYOUT

- LEGEND
- EXISTING ASPHALT PAVEMENT
 - PROPOSED PCC
 - EXISTING PCC
 - DEMOLITION AREA
 - DECOMPOSED GRANITE

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BIDDING, OR PERMIT PURPOSES.
CHRISTOPHER J. SWONKE
TEXAS P.E. NO. 136494
DATE: 07/31/2025

99% SUBMITTAL

REV	DATE	DESCRIPTION	BY

Mead & Hunt
TBPELS FIRM NO. F-9593

Trinity River Authority of Texas

**DENTON CREEK REGIONAL
WASTEWATER SYSTEM**

**15CB-1 CADE BRANCH LIFT STATION, EAST LEG
INTERCEPTOR AND FORCE MAIN IMPROVEMENTS**

**LIFT STATION
CIVIL SITE PLAN**

DESIGN DAB	CONTRACT NO. 23-018	REGION NORTHERN
GRAPHICS BER	PROJECT ID NO. 3828.2037	SYSTEM DCRWS
CHECK CJS	CADD FILE NAME C-163 LS CIVIL SITE PLAN.dwg	SHEET NO. C-163
QM SCW	DATE JULY 2025	PAGE NO. 93



PROPERTY OF THE
TRINITY RIVER
AUTHORITY
OFFICIALS
UNAUTHORIZED
ENTRY
IS PROHIBITED
VIOLATION OF THIS
NOTICE MAY BE
CAUSE FOR PROSECUTION
IN ACCORDANCE WITH
T.C.A. § 39-1-101
AND T.C.A. § 39-1-102

PROPERTY OF THE
TRINITY RIVER
AUTHORITY
UNAUTHORIZED
ENTRY
IS PROHIBITED
VIOLATION OF THIS
NOTICE MAY BE
CAUSE FOR PROSECUTION
IN ACCORDANCE WITH
T.C.A. § 39-1-101
AND T.C.A. § 39-1-102





Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** G.5.
FROM: Jason Alexander, Deputy Town Manager, Planning and Dev
SUBJECT: Hold a public hearing, discuss, consider and act to adopt Ordinance 1033 approving text amendments related to certain performance standards for approximately 85.9 acres of land in PD, Planned Development District 1-2 ("PD 1-2"), commonly referred to as Entrada, relating to architecture and other aesthetic matters found in Ordinance 703 and in the Entrada Design Guidelines. The property is generally located on the south side of State Highway 114, to the east of Davis Boulevard, and to the north of Solana Boulevard.

ATTACHMENTS:

1. Ord 1033 Text Amendment No. 2025-03 (PD Planned Development District 1-2 - CLEAN)
2. Text Amendment No. 2025-03 (PD Planned Development District 1-2 - DRAFT REDLINES)
3. Entrada Westlake Design Guidelines (Draft Amendments - 09.02.2025)

SUMMARY :

The purpose of PD, Planned Development District 1-2 ("PD 1-2") and the Entrada Design Guidelines (the "Guidelines") is to create a community that intentionally mixes residential uses with commercial uses and civic uses while creating a strong sense of place. Text amendments to PD 1-2 have not always been compatible with the Guidelines and has resulted in inconsistent interpretations and applications of development standards --- particularly those that regulate and guide architecture, landscape architecture, and other aesthetic matters. The proposed text amendments are intended to ensure consistency in the development standards across PD 1-2 and the Entrada Design Guidelines to ensure predictability and consistency in development review and approval. The Planning and Zoning Commission and the Department of Planning and Development recommend approval of the text amendments as presented.

BACKGROUND AND DISCUSSION:

The proposed text amendments to the PD, Planned Development District 1-2 ("PD 1-2") Ordinance build upon the Strategic Plan --- adopted by the Town Council on February 18, 2025 --- and the Department of Planning and Development recommends approval of the proposed amendments as presented.

On April 22, 2013, the Town Council approved Ordinance No. 703, establishing PD 1-2. The purpose of PD 1-2 is to create an environment in which residential uses, commercial uses, and civic uses may co-exist in proximity while providing architecture and landscape architecture of an elevated character and quality.

On December 14, 2015, the Town Council approved Ordinance No. 760, establishing “detailed design guidelines” that are applicable to development in Entrada (the “Design Guidelines”). The Design Guidelines have not been revised since December 2015.

Although there have been subsequent amendments to Ordinance No. 703 (e.g., Ordinance No. 830, Ordinance No. 918, Ordinance No. 934, Ordinance No. 959, Ordinance No. 994, Ordinance No. 997, Ordinance No. 1001 and Ordinance No. 1022), with the last ordinance introducing new land uses (i.e., stacked flats) and additional considerations for architecture, there have not been complementary or supporting updates to the Design Guidelines.

As such, the subsequent amendments to Ordinance No. 703 were not always paired with possible amendments to Ordinance No. 760. Hence, the misalignment between the base provisions for architecture found in Ordinance No. 703 and the standards for architecture, landscape architecture, and other aesthetic matters found in the Design Guidelines and other development-related codes, ordinances, and regulations.

In collaboration with the Developer, the proposed text amendments are intended to align the architectural standards found in PD 1-2, as established by Ordinance No. 703, with those contained in the Design Guidelines established by Ordinance No. 760. Moreover, it is also the intent of the proposed amendments to PD 1-2 and the Design Guidelines to reinforce the distinct and iconic architecture of Entrada (e.g., Catalan Architecture and Southern European Architecture).

DISCUSSION:

The proposed text amendments to the PD 1-2 Ordinance and to the Design Guidelines --- as shown in the draft ordinance --- primarily focus on the following:

- Section 2. This section introduces new definitions for “Building Façade”, “Civic Space”, and “Principal Entrance”.
- Section 3. This Section removes the standards for architecture that are specifically related to stacked flats in their entirety (i.e., these standards are now contained within Section 11 of the PD 1-2 Ordinance).
- Section 4. This Section amends and introduces standards for architecture that are related to residential, non-residential, and mixed-use construction. In particular:
 1. Section 11.1 primarily advises that the standards for architecture, landscape architecture, and other aesthetic matters are reviewed together with those found in the Design Guidelines.
 2. Section 11.2 primarily advises that a site plan and building elevation review and approval is required by the Town prior to the issuance of any construction permit and building permit. This Section 11.2 also advises that any deviation request from the provisions of Ordinance PD 1-2 concerning matters of aesthetics are subject to review and recommendation by the Planning and Zoning Commission and approval by the Town Council.
 3. Section 11.3 introduces general standards for architecture (e.g., building façades, roofs, openings, attachments, et cetera) that are consistent with the same provisions found in the recently adopted TC, town center form-based development district.
 4. Section 11.4 clarifies that building elements that are not intended for human occupancy may exceed the building height limit by up to 20 feet.

5. Section 11.5 clarifies the permitted exterior finish materials that may be used on building façades up to six (6) stories in height. Exterior finish materials that are above the sixth story are subject to review and recommendation by the Planning and Zoning Commission and approval by the Town Council.
 6. Section 11.6 introduces minimum standards for the architecture for shopfronts (i.e., a specific set of requirements for non-residential uses) to stimulate visual interest at the sidewalk level and provide a delineation between non-residential uses on the first story and uses on the upper stories. *(It should be noted that the previous Section 11.6 regarding awnings, canopies, awnings, and overhangs is proposed to be deleted).*
 7. Section 11.7 clarifies the locations and the orientations of principal entrances for principal buildings.
 8. Section 11.8 clarifies the requirements for building articulations and where the requirements for which building façades that such building articulations will be required.
 9. Section 11.9 clarifies the requirements for the exteriors of parking structures and signage and other visual elements that are necessary to ensure the safety of motorists and pedestrians alike.
 10. Section 11.10 clarifies projections into the public rights-of-way and private rights-of-way and the architectural requirements for certain projections (e.g., awnings, balconies, canopies, pedestrian bridges, et cetera).
 11. Section 11.11 clarifies the performance standards for outdoor seating areas, outdoor serving areas, outdoor displays of merchandise, and other business-related activities in anticipation of forthcoming and future commercial activity within Entrada having the potential to spill out onto sidewalks. These provisions are similar to those that are found in the recently adopted TC, town center form-based development district.
 12. Section 11.12 clarifies the roofing materials for principal roofs and ancillary roofs, as well as the maximum pitches for sloped roofs and the minimum requirements for screening building mechanical equipment located on a low-slope (i.e., flat roof).
 13. Section 11.13 advises that all landscaped areas shall be maintained in good condition by the property owner and that all such landscaped area shall comply with the specific provisions set forth in the Design Guidelines and in the Unified Development Code. *(It should be noted that the previous Section 11.13 regarding non-residential exterior wall materials is proposed to be deleted).*
 14. Section 11.14 clarifies the materials used for gutters and downspouts.
 15. Section 11.15 clarifies that all residential, non-residential, and mixed-use construction projects within PD 1-2 shall conform to all standards for architecture, landscape architecture, and other matters of aesthetics set forth in Ordinance No. 703 as amended and in the Design Guidelines. Building permits will not be issued unless they are supported in writing, as applicable, from the homeowners' association or the property owners' association. *(It should be noted that the previous Section 11.15 regarding driveways and sidewalks is proposed to be deleted).*
- Section 5. This Section provides that the revised and the amended Design Guidelines are attached. The revisions and amendments to the Design Guidelines are coordinated with, and in alignment with the proposed amendments to the PD 1-2 Ordinance.

The proposed amendments to the text of PD 1-2 Ordinance are consistent with recent amendments to other land development regulations and rules in the Unified Development Code. Further, the proposed amendments to the text of PD 1-2 Ordinance and the Design Guidelines are coordinated to ensure that they can be interpreted and administered as a complete set of provisions for regulating and guiding development within Entrada. Finally, these proposed amendments will support and reinforce the vision and the goals of the recently adopted Strategic Plan. It should be noted that the

proposed text amendments were prepared by the Developer in collaboration with the Office of the Town Manager and the Department of Planning and Development.

FISCAL IMPACT:

N/A.

LEGAL REVIEW:

N/A.

RECOMMENDATION:

The Planning and Zoning Commission met on September 2, 2025, and recommended approval by a vote of 6 to 0 (with 1 absence) as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Approve with Changes/Conditions

Motion to Deny

Motion to Continue/Table

TOWN OF WESTLAKE

ORDINANCE NO. 1033

AN ORDINANCE OF THE TOWN OF WESTLAKE, TEXAS, AMENDING ORDINANCE 703, WHICH APPROVED PLANNED DEVELOPMENT ZONING DISTRICT 1-2 (“PD 1-2”), FOR APPROXIMATELY 85.9 ACRE TRACT OF LAND GENERALLY LOCATED TO THE SOUTH OF STATE HIGHWAY 114, TO THE EAST OF DAVIS BOULEVARD, AND TO THE NORTH OF SOLANA BOULEVARD, THAT IS COMMONLY KNOWN AS “ENTRADA”, BY PROVIDING DEFINITIONS FOR “BUILDING FAÇADE” AND “CIVIC SPACE”, AND AMENDING CERTAIN STANDARDS THAT ARE RELATED TO ARCHITECTURE, LANDSCAPE ARCHITECTURE, AND OTHER AESTHETICS AND AS ADOPTED IN THE WESTLAKE ENTRADA DESIGN GUIDELINES; 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 (the “Town”) is a general law municipality; and

WHEREAS, the Town Council of the Town (the “Town Council”) finds it necessary for the public health, safety, and welfare for development to occur in a controlled and orderly manner in accordance with the Town’s Comprehensive Plan; and

WHEREAS, the Town Council adopted Ordinance 703 on April 22, 2013 establishing PD 1-2 to provide specific rules and regulations for developing an approximately 85-acre tract of land that is generally located to the south of State Highway 114, to the east Davis Boulevard and to the north of Solana Boulevard; and

WHEREAS, the Town Council adopted Ordinance 760 on December 14, 2015, to provide additional standards for architecture, for landscape architecture and for other aesthetic matters in the Westlake Entrada Design Guidelines to reinforce Catalan Architecture in order to enhance and preserve the unique community identity; and

WHEREAS, the Town Council adopted Ordinance 1022 on May 20, 2025, which among other things, provided additional standards for architecture and other aesthetics for certain building types in Entrada; and

WHEREAS, the Town finds that amendments to the various ordinances directing and guiding the construction and the modification of buildings is in the best interests of the Town and will ensure that Entrada is a community that is regarded for its walkability, its mixture of activities and its architecture;

WHEREAS, the Planning and Zoning Commission and the Town Council of the Town, in compliance with the laws of the State of Texas with reference to amendments to PD 1-2 have given

the requisite public hearing notices by publication and, after holding due meetings in accordance with the Texas Open Meetings Act, is of the general opinion that PD 1-2 should be amended; and

WHEREAS, the Planning and Zoning Commission held a public hearing on September 2, 2025, and reviewed and considered the proposed text amendments to certain provisions as set forth in PD 1-2, and provided a recommendation to the Town Council; and

WHEREAS, both the Planning and Zoning Commission and the Town Council recognize the need to add clarity to provisions of PD 1-2 established pursuant to Ordinance 703, as amended subsequently by Ordinances 830, 918, 934, 959, 994, 997, 1001 and 1022 for the implementation of specific development vision and goals for Entrada.

WHEREAS, upon the recommendation of the Planning and Zoning Commission provided on September 2, 2025, the Town Council believes that, in the interests of the Town and its present and future residents, the developer, and the builder, adopting this Ordinance will help to accelerate the completion of Entrada as well as advance the economic development and physical development of the Town; and

WHEREAS, both the Planning and Zoning Commission and the Town Council recognize the need to add clarity to provisions of PD 1-2 established pursuant to Ordinance 703, as amended subsequently by Ordinances 830, 918, 934, 959, 994, 997, 1001 and 1022 for the implementation of specific development vision and goals for Entrada.

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 Section 3.2 of Article I entitled “General Provisions” as provided in Ordinance No. 703, and amended by Ordinance 852, Ordinance 935 and Ordinance No. 1022, and that is entitled “Words and Terms Defined”, is hereby amended by inserting the following new terms “Building Façade”, “Civic Space” and “Principal Entrance”, and a definition for each term, in alphabetical order, to read as follows:

Building Façade means an exterior wall of a building.

Civic Space means an outdoor area that is dedicated for public use. A civic space may be or may not be privately owned and maintained, and a civic space may be or may not be located within this PD 1-2 (i.e., it may be located on an adjacent property and have a different zoning classification).

Principal Entrance means the main point of pedestrian access into a building.

SECTION 3: That Section 4.2 of Article II that is entitled “Uses” as provided in Ordinance No. 703, and amended by Ordinance No. 852, Ordinance No. 935 and Ordinance No. 1022, and that is entitled “Residential Condominiums”, is hereby amended to read as follows:

Section 4.2 Stacked flats: Stacked flats are allowed by-right and only in the areas as shown in Exhibit 6, subject to the following additional standards:

1. Stacked Flats are prohibited on the first floor; and shall be expressly limited to the upper floor(s) of the mixed-use buildings in which they are located.
2. Stacked Flats constructed on or after May 20, 2025 shall provide a minimum habitable area of 1,800 square feet.
3. The first floor for all principal buildings in which Stacked Flats are located shall be expressly limited to the non-residential uses that are either permitted by-right or permitted by approval of a SUP. Recommended or advised commercial uses on the first floor include:
 - a. a bakery;
 - b. a bistro;
 - c. a café;
 - d. a coffee shop;
 - e. a corner market or a corner store;
 - f. a dry cleaner;
 - g. a pharmacy;
 - h. a restaurant; and / or
 - i. a destination or a neighborhood-oriented retail establishment.
4. The first floor for all principal buildings in which Stacked Flats are located shall be designed as a shopfront in which all the architectural features and elements shall be provided as set forth in Section 11 of this Ordinance, along any building façade fronting a street, a civic space, or a canal. For buildings with multiple building façades fronting a street, a civic space or a canal, the Town Manager shall determine which building façade shall be required to provide a shopfront along the first floor.
5. Except as otherwise provided in this Section 4.2, the design of all Stacked Flats shall fully comply with all of the standards for architecture, landscape architecture and other aesthetic matters that are found in Section 11 of this Ordinance and the provisions as set forth in the Westlake Entrada Design Guidelines.
6. The Town Manager shall not have authority to administratively approve any deviations or exceptions to the minimum habitable area required for a Stacked Flat or the required non-residential uses on the first floor.

SECTION 4: That Section 11, entitled “Building Design Elements”, as provided in Ordinance No. 703, and amended by Ordinance No. 852, Ordinance No. 935 and Ordinance No. 1022, and that is entitled “Residential Condominiums”, is hereby amended to read as follows:

SECTION 11 BUILDING DESIGN ELEMENTS

These standards specify the minimum requirements for materials and design for all building walls, roofs, openings and other elements, and intend to produce visual compatibility among residential,

non-residential and mixed-use buildings and to promote a unique identity for the community that grows Catalan Architecture. Unless otherwise noted below, all construction and all modifications proposed within this PD 1-2 shall be designed in strict accordance with these minimum requirements. Where a specific provision or provisions of this Section are in conflict with the Westlake Entrada Design Guidelines attached as Exhibit 4, the provisions of this Section shall take precedence and they shall prevail. Where provisions of this Section are silent, then the Westlake Entrada Design Guidelines shall take precedence, and they shall prevail.

Section 11.1 General

The provisions for architecture, for landscape architecture and for other aesthetic matters that are found in this Section and the Westlake Entrada Design Guidelines, together, address the quality and the character of buildings, the landscape and the civic spaces in Entrada. The specificities found in this Section and in the Westlake Entrada Design Guidelines ensure that investment made by residents and businesses are supported by consistency and predictability in construction. Except as otherwise provided for herein, all buildings that are proposed to be constructed and all buildings that are proposed to be renovated within this PD1-2 shall be designed to satisfy the minimum standards of this Section and the intent for architecture, for landscape architecture and for other aesthetic matters as found in the Westlake Entrada Design Guidelines. Although the provisions for architecture, for landscape architecture and for other aesthetic matters that are found in this Section and the Westlake Entrada Design Guidelines allow for architectural exploration and architectural experimentation, the design of all buildings shall be consistent with traditional materials, configurations and techniques of Catalan Architecture only, except that non-residential and mixed-use buildings may have their inspiration and lessons learned taken from Catalan Architecture and Mediterranean Regions in Europe, subject to the review and approval by the Town Manager. In particular, the architectural style for Entrada shall focus on the following:

1. The use of limited exterior finish materials (e.g., stone and stucco); AND
2. The focus on exterior finish materials that are locally sourced; AND
3. The use of a defined color palette; AND
4. The production of building designs that are of the highest visual quality and support community identity.

Section 11.2 Site Plan and Building Elevation Review

All construction within this PD 1-2 shall require site plan and building elevation review and approval by the Town, prior to the issuance of any construction permit and building permit. Site plans and building elevations submitted for review and approval shall demonstrate strict compliance with the provisions in this Section and the Westlake Entrada Design Guidelines. Any requested deviation from the provisions in this Section, or the Westlake Entrada Design Guidelines, shall be subject to a review and recommendation from the Planning and Zoning Commission and approval by the Town Council. All requested deviations shall provide an opinion from the homeowners' association or the property owners' association as applicable, and all

opinions shall be provided to the Town Manager at least 15 days prior to the Planning and Zoning Commission Meeting.

Section 11.3 General.

5. The exterior finish materials used on all Building Façades shall be consistent in their details and their applications around all elevations, and be consistent in construction quality around all elevations to the satisfaction of the Town Manager.
6. The exterior finish materials specified in this Section refer to actual building products and not imitations of those products.
7. The changes in exterior finish materials on all building façades shall only be along a horizontal line, with the heavier exterior finish material below the lighter, and express visual load-bearing conditions even if the exterior finish material is not load-bearing.
8. The building façades of all buildings shall show no more than two (2) exterior finish materials, excluding foundations, trim, and other similar architectural features.
9. The colors of all buildings shall be expressly limited to only those that are listed in the Westlake Entrada Design Guidelines.
10. The openings for doors and the openings for windows shall be evenly spaced along all building façades facing a street, a civic space or a canal in order to create a visually harmonious architectural composition.
11. The header heights for doors and for windows shall be consistent along all building façades facing a street, a civic space or a canal.
 - a. All openings along any building façade facing a street, a civic space and a canal shall be vertical in proportion and rectangular in shape, with the exception of transoms and shopfronts.
12. Doors and windows that operate as sliders are prohibited along all building façades. All doors and all windows shall be located within the building façade such that wall thickness is perceived from the exterior of the building, in strict accordance with the configurations and the techniques as found existing in the Westlake Entrada Design Guidelines.
 - a. Flush-mounted doors and flush-mounted windows are expressly prohibited.
13. The pedestrian entrances to Stacked Flats on the upper floors of mixed-use buildings shall be at sidewalk grade.
 - a. Pedestrian entrances are not permitted to have ramps and / or stairs.
14. The front building façades of single-family detached residential units and townhomes shall limit openings for doors and openings for windows to a maximum of 40 percent of the total building wall area.
15. All columns, piers and posts shall be no less than 12 inches in width and 12 inches in depth.
 - a. Columns and piers shall be made of a natural stone material.
 - b. Posts shall be made of a wood material.
 - c. The spacing between all columns and posts shall form bays that are vertical or square in proportion.

16. The building façades of mixed-use buildings shall visually differentiate first floor non-residential uses from Stacked Flats on the upper floors with distinguishing elements including, but not limited to, architectural projections, awnings, changes in exterior finish materials, changes in windows, cornice lines and other similar architectural elements.
17. Building mechanical equipment shall be visually screened, and shall not be located along lot lines bordering a street, a civic space or a canal.
18. Building mechanical equipment located on roof tops shall be visually screened from all sides by either an opaque screen enclosure or parapet walls, either of which shall be at least 12 inches greater in height than the equipment.
19. Building mechanical equipment located in the rear yard and the side yard shall be visually screened from streets, civic spaces and canals by either a screening structure constructed of natural stone matching the adjacent building façade, or by landscape either of which shall be equal to or greater than the height of the equipment.
20. Outdoor refuse / recycling collection receptacles shall only be located in the rear yard and the side yard. All outdoor refuse / recycling receptacles shall be visually screened on all sides by an opaque wall constructed of natural stone with the exception of the access doors only, and that is equal to or greater than the height of the receptable. All access doors into outdoor refuse / recycling receptacles shall be constructed of opaque metal that matches the height of the wall. Lids are required on all outdoor refuse / recycling receptacles that are not in a roofed enclosure.

Section 11.4 Building Elements

Building elements that are not intended for human occupancy or for human use including, but not limited to, belfries, clock towers, elevator bulkheads, and masts, may exceed the building height limit by up to 20 feet.

Section 11.5 Exterior Finish Materials:

1. With the exception of openings for doors and windows, the primary exterior finish material for all buildings within this PD1-2 shall be natural stone. Natural stone shall be laid in accordance with the configurations and the techniques as found existing in the Westlake Entrada Design Guidelines. Stucco shall only be used as a secondary exterior finish material and shall not exceed 20 percent of the total building wall area, with each building façade being calculated independently. Fired clay brick and wood siding may only be used as an accent exterior finish material and shall not exceed 10 percent of the total building wall area, with each building façade being calculated independently. For buildings that are located within the Building Height Waiver Sub-Area, architects may present exterior finish materials other than those specified in this Section and the Westlake Entrada Design Guidelines along the sixth floor and above only, provided that such exterior finish materials shall be subject to review and a recommendation by the Planning and Zoning Commission

and approval of the Town Council. Prohibited exterior finish materials shall not be allowed on building façades at the sixth floor and above.

- a. All fired clay brick shall conform to the following:
 - i. Fired clay brick shall be unpainted and of integral color.
 - b. All natural stone shall conform to the following:
 - i. Stone shall be natural rock and sourced from the region; AND
 - ii. Stone shall be laid dry-stack or mortared; AND
 - iii. Stone shall appear to be load-bearing and not applied; AND
 - iv. Stone shall be integral color and shall not be painted
 - c. All stucco shall conform to the following:
 - i. Stucco shall be masonry, shall have three (3) traditional coats and shall have a smooth sand-finish.
 - d. All wood shall conform to the following:
 - i. Exposed exterior wood shall be painted or sealed and stained.
2. Cementitious fiber board, Exterior Insulating and Finish Systems (E.I.F.S.) and vinyl are expressly prohibited.
 3. Where provided, all outbuildings, all sheds and all storage structures shall match the exterior finish materials and the roof and the color of the principal building.

Section 11.6 Shopfront Design.

The first floor for all principal buildings where non-residential uses are provided shall be designed as a shopfront in which the following architectural features and elements shall be required along any building façade either fronting a street, a civic space, or a canal:

1. All shopfront windows, doors, signage, awnings, details, and lighting shall be designed as a unified composition.
 - a. Shopfronts, except for doors only, shall be constructed of custom metal work, natural stone, stucco, and / or steel frame.
 - b. Shopfronts constructed of extruded aluminum frames and aluminum panels shall be expressly prohibited.
2. All first floors shall require a minimum of 16-foot tall ceilings as measured between the finished floor and the finished ceiling. To accommodate .
3. All shopfronts shall require a minimum 18-inch high knee wall (or a kick plate) along all frontage lines. Shopfront knee walls or kick plates shall be a maximum of 36 inches high above the adjacent sidewalk. All knee walls and all kick plates shall be designed as an integral component of the overall shopfront.
4. All shopfront doors shall be recessed from the building façade to allow the door (or the doors) to swing out, without obstructing pedestrian flow on the sidewalk. Each tenant space shall have at least one three-foot wide door at the main entry. Shopfront doors are also encouraged at building corners. Where appropriate, sliding doors and / or sliding windows that will allow the activity of the business to open adjacent to and onto the public sidewalk

may be installed for cafés, restaurants, and other food service establishments, subject to approval by the Town Manager.

5. All shopfronts shall be glazed with clear glass for no less than 70 percent of the first floor building façade as measured between the finished floor and the finished ceiling including the knee wall and the glass area of the front door. All shopfront glass shall be no more than 10 percent tinted. The use of mirrored glass and reflective glass shall expressly prohibited.
 - a. Shopfront windows may include transom windows; and the transom windows shall have dividing muntins and shall be free of signage.
 - b. Shopfront windows may encroach into the front setback up to five (5) feet in depth.
 - c. Shopfront windows may include awnings.
6. Solid metal security gates and solid roll-down shutters are not permitted. Interior link or grill security devices shall only be permitted if they can be completely enclosed or hidden from view when not in use, and shall be subject to review and approval by the Town Manager.
7. The design for first floor commercial spaces shall anticipate restaurant requirements. Accommodation for restaurant venting and sewage utilities including, but not limited to grease traps and interceptors, shall be designed into the building. All designs shall anticipate potential commercial power and gas load needs. In addition, buildings shall also provide maximum clear space between interior columns for first floor retail and activity spaces.
8. Wall signs, if permitted, and subject to review and approval by the Town Manager, shall only be installed above transom windows.
9. In lieu of installing a wall sign, one blade sign for each first floor business, no more than six square feet each, may be permanently installed perpendicular to the building façade. All blade signs shall clear a minimum of eight feet above the adjacent sidewalk. Businesses on corner lots may install one blade sign per street frontage.

Section 11.7 Building Orientation and Building Entries

1. All principal buildings shall locate their principal entrance either along a street or an open space, with the exception of entrances off a courtyard and that are visible from public rights-of-way.
2. All first floor non-residential tenant spaces shall have a principal entrance along the front building façade, except where multiple tenants are sharing a space not separated by full interior partition walls. Principal entrances may also be located at building corners for non-residential tenant spaces.

Section 11.8 Building Articulation

1. All building wall articulations, such as architectural projections and recesses, shall be limited to four (4) for each 100 feet of building façade length.

- a. Architects shall avoid too many individual elements along a building façade to the satisfaction of the Town Manager.
 - b. Architects shall use a small number of well-built elements for all openings for doors and windows and other similar architectural features.
2. The front building façades (i.e., the building façade facing a street, a civic space or a canal) of all new buildings shall be visually harmonious with the block, on both sides of its street. The existing buildings shall provide the architectural context unless they are non-conforming or non-contributing to the community identity.

Section 11.9 Structured Parking

1. The exteriors of all parking structures shall be finished with natural stone on all sides. Synthetic materials are permitted, provided that they have the appearance of natural stone, subject to review and approval by the Town Manager..
2. Entries and exits to and from parking structures shall be clearly marked for both vehicles and pedestrians by materials, lighting, signage and other similar visual elements to ensure pedestrian safety on sidewalks and walking paths to the satisfaction of the Town Manager.

Section 11.10 Architectural Projections

Buildings shall be permitted to have architectural projections as described below, provided that (i) no architectural projection shall be allowed to encroach into any easement; (ii) no architectural projection shall be allowed to encroach into any portion of the public right-of-way of State Highway 114, Solana Boulevard, and Farm-to-Market Road 1938 (i.e., Davis Boulevard); (iii) and the property owner, the developer, or the builder shall provide a written promise to the Town Manager to procure and to maintain general liability insurance for any architectural projection constructed in the public rights-of-way, except for those rights-of-way noted above. Any architectural projections in the private rights-of-way shall be subject to applicable review and approval by the homeowners' association or the property owners' association for Entrada .

1. Where provided, all architectural projections including, but not limited to, balconies, bay windows, cornice lines, roof eaves, shopfront display windows, signage, trim and other similar architectural elements may project horizontally from Building Façades along a street, a civic space or a canal a maximum of four (4) feet.
2. Where provided, all awnings and canopies shall project horizontally from Building Façades along a street, a civic space or a canal for a minimum of six (6) feet. Canopies shall have a minimum vertical clearance of at least 10 feet.
 - a. All awnings shall be sloping rectangles without side soffit panels and bottom soffit panels and shall be made of a canvas material, a glass material, a metal material, or a wood material.
 - b. All canopies shall be made of a metal material, a wood material or combination of both. All canopies shall be supported by metal posts or wood posts, and shall be brought to grade as piers of natural stone.

- c. Backlighting of awnings from under or inside is prohibited.
- 3. Awnings shall be sloping rectangles without side soffit panels or bottom soffit panels and shall be made of a canvas material, a glass material or a metal material that is complementary to the architectural style of the building. Canopies shall be made of a metal material and a wood material complementary to the architectural composition of the building. No awning or canopy shall project horizontally to within two (2) feet of the back of curb of any public rights-of-way or private rights-of-way. No awning or canopy shall limit vehicular access, pedestrian access or emergency access.
- 4. Where provided, all balconies that project horizontally from a Building Façade shall be visibly supported by brackets of an appropriate scale.
 - a. Balconies may be recessed into the main volume of a building for a maximum of 50 percent of their depth.
- 5. Pedestrian Bridges shall be permitted to extend over public rights-of-way, private rights-of-way, and / or private access easements provided that a minimum vertical clearance of 14 feet from side to side, or 17 feet from the high point of an arch. Pedestrian bridges shall be constructed primarily of natural stone and shall otherwise be subject to design review and approval by the Town Manager.

Section 11.11 Outdoor Activities.

All first floor non-residential uses may utilize the public rights-of-way and / or the private rights-of-way for outdoor seating areas, for outdoor serving areas, for outdoor displays of merchandise and for other business-related activities provided a minimum contiguous clear path of six (6) feet to be maintained. Outdoor seating areas, outdoor serving areas, outdoor displays of merchandise and other business-related activities shall be prohibited along State Highway 114, Solana Boulevard and Farm-to-Market Road 1938 (i.e., Davis Boulevard). All outdoor serving areas shall be separated from all streets and all civic spaces by using railings, wrought-iron fencing, landscape, planters and other suitable materials subject to review and approval by the Town Manager. All outdoor seating areas, outdoor serving areas, outdoor displays of merchandise and other outdoor business-related activities shall be maintained in good condition so as to present a healthy, neat and orderly appearance for Entrada..

Section 11.12 Principal Roofs and Ancillary Roofs.

Within this PD 1-2, principal roofs shall either be sloped or low-slope (i.e., flat). All principal roofs for single-family detached residential units and townhomes shall be sloped only; and principal roofs for non-residential buildings and mixed-use buildings may either be sloped or flat. All sloped principal roofs shall be clad in natural clay material and shall have a maximum angle of 6:12. Flat roofs shall be surrounded on all sides by a horizontal parapet wall that is at least 42 inches high where the roof deck meets the parapet wall. Ancillary roofs provided for balconies, for bay windows, for patios, for porches and for all other similar architectural projections shall either be

clad with a natural clay material or a standing seam metal material, and shall have a maximum angle of 3:12. Composition roofing materials are expressly prohibited.

Section 11.13 Landscaped Areas.

The property owner shall be responsible for the maintenance of all on-site landscaping which shall be maintained in good condition so as to present a healthy, neat and orderly appearance for Entrada. All landscaped areas shall comply with the specific provisions as set forth in the Westlake Entrada Design Guidelines and the UDC. In addition:

1. Woodburning outdoor fireplaces and outdoor firepits shall be allowed, provided that all such fireplaces and firepits shall be separated from all combustible structures and trees by the minimum distance as found existing in the International Fire Code.

Section 11.14 Gutters and Downspouts.

All gutters and downspouts shall either be made of anodized metal or copper and, where gutters are visible from a street or an open space, they shall be constructed as half-round design.

Section 11.15 Administration.

All residential, non-residential and mixed-use construction projects within this PD 1-2 shall conform to all of the standards for architecture, landscape architecture and other aesthetic matters that are set forth in this Section, the Westlake Entrada Design Guidelines and this Ordinance, unless a deviation request is granted by the Town Council. No building permit or other construction permit shall be applied for and issued for any construction project that does not conform to the standards of this Section 11, the Westlake Entrada Design Guidelines and this Ordinance. All applications made for building permits shall be supported in writing, as applicable, from the homeowners' association or the property owners' association.

SECTION 5: That the revised and amended Westlake Entrada Design Guidelines attached hereto as EXHIBIT "4" is hereby revised and amended as shown.

SECTION 6: That this Ordinance shall be cumulative of all the other Ordinances adopted by the Town and all of the provisions of other Ordinances as adopted by the Town which are inconsistent with the provisions or terms of this Ordinance are hereby repealed.

SECTION 7: 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, 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 8: This Ordinance shall take effect immediately from and after its passage as the law

in such case provides.

SECTION 9: It is hereby declared to be the intention of the Town Council of the Town, that any 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 without the incorporation in this Ordinance of any such legally invalid or unconstitutional, phrase, sentence, paragraph or section.

SECTION 10: 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 SEPTEMBER 2025.

Kim Greaves, Mayor

ATTEST:

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney

ORDINANCE NO. [REDACTED]

AN ORDINANCE OF THE TOWN OF WESTLAKE, TEXAS, AMENDING ORDINANCE 703, WHICH APPROVED PLANNED DEVELOPMENT ZONING DISTRICT 1-2 (“PD 1-2”), FOR APPROXIMATELY 85.9 ACRE TRACT OF LAND GENERALLY LOCATED TO THE SOUTH OF STATE HIGHWAY 114, TO THE EAST OF DAVIS BOULEVARD, AND TO THE NORTH OF SOLANA BOULEVARD, THAT IS COMMONLY KNOWN AS “ENTRADA”, BY PROVIDING DEFINITIONS FOR “BUILDING FAÇADE” AND “CIVIC SPACE”, AND AMENDING CERTAIN STANDARDS THAT ARE RELATED TO ARCHITECTURE, LANDSCAPE ARCHITECTURE, AND OTHER AESTHETICS AND AS ADOPTED IN THE WESTLAKE ENTRADA DESIGN GUIDELINES; 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 (the “Town”) is a general law municipality;
and

WHEREAS, the Town Council of the Town (the “Town Council”) finds it necessary for the public health, safety, and welfare for development to occur in a controlled and orderly manner in accordance with the Town’s Comprehensive Plan; and

WHEREAS, the Town Council adopted Ordinance 703 on April 22, 2013 establishing PD 1-2 to provide specific rules and regulations for developing an approximately 85-acre tract of land

that is generally located to the south of State Highway 114, to the east Davis Boulevard and to the north of Solana Boulevard; and

WHEREAS, the Town Council adopted Ordinance 760 on December 14, 2015, to provide additional standards for architecture, for landscape architecture and for other aesthetic matters in the Westlake Entrada Design Guidelines to reinforce Catalan Architecture in order to enhance and preserve the unique community identity; and

WHEREAS, the Town Council adopted Ordinance 1022 on May 20, 2025, which among other things, provided additional standards for architecture and other aesthetics for certain building types in Entrada; and

WHEREAS, the Town finds that amendments to the various ordinances directing and guiding the construction and the modification of buildings is in the best interests of the Town and will ensure that Entrada is a community that is regarded for its walkability, its mixture of activities and its architecture;

WHEREAS, the Planning and Zoning Commission and the Town Council of the Town, in compliance with the laws of the State of Texas with reference to amendments to PD 1-2 have given the requisite public hearing notices by publication and, after holding due meetings in accordance with the Texas Open Meetings Act, is of the general opinion that PD 1-2 should be amended; and

WHEREAS, the Planning and Zoning Commission held a public hearing on September 2, 2025, and reviewed and considered the proposed text amendments to certain provisions as set forth in PD 1-2, and provided a recommendation to the Town Council; and

WHEREAS, both the Planning and Zoning Commission and the Town Council recognize the need to add clarity to provisions of PD 1-2 established pursuant to Ordinance 703, as amended

subsequently by Ordinances 830, 918, 934, 959, 994, 997, 1001 and 1022 for the implementation of specific development vision and goals for Entrada.

WHEREAS, upon the recommendation of the Planning and Zoning Commission provided on September 2, 2025, the Town Council believes that, in the interests of the Town and its present and future residents, the developer, and the builder, adopting this Ordinance will help to accelerate the completion of Entrada as well as advance the economic development and physical development of the Town; and

WHEREAS, both the Planning and Zoning Commission and the Town Council recognize the need to add clarity to provisions of PD 1-2 established pursuant to Ordinance 703, as amended subsequently by Ordinances 830, 918, 934, 959, 994, 997, 1001 and 1022 for the implementation of specific development vision and goals for Entrada.

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 Section 3.2 of Article I entitled “General Provisions” as provided in Ordinance No. 703, and amended by Ordinance 852, Ordinance 935 and Ordinance No. 1022, and that is entitled “Words and Terms Defined”, is hereby amended by inserting the following new terms “Building Façade”, “Civic Space” and “Principal Entrance”, and a definition for each term, in alphabetical order, to read as follows:

Building Façade means an exterior wall of a building.

Civic Space means an outdoor area that is dedicated for public use. A civic space may be or may not be privately owned and maintained, and a civic space may be or may not be located within this PD 1-2 (i.e., it may be located on an adjacent property and have a different zoning classification).

Principal Entrance means the main point of pedestrian access into a building.

SECTION 3: That Section 4.2 of Article II that is entitled “Uses” as provided in Ordinance No. 703, and amended by Ordinance No. 852, Ordinance No. 935 and Ordinance No. 1022, and that is entitled “Residential Condominiums”, is hereby amended to read as follows:

Section 4.2 Stacked flats: Stacked flats are allowed by-right and only in the areas as shown in Exhibit 6, subject to the following additional standards:

1. Stacked Flats are prohibited on the first floor; and shall be expressly limited to the upper floor(s) of the mixed-use buildings in which they are located.
2. Stacked Flats constructed on or after May 20, 2025 shall provide a minimum habitable area of 1,800 square feet.
3. The first floor for all principal buildings in which Stacked Flats are located shall be expressly limited to the non-residential uses that are either permitted by-right or permitted by approval of a SUP. Recommended or advised commercial uses on the first floor include:
 - a. a bakery;
 - b. a bistro;

- c. a café;
- d. a coffee shop;
- e. a corner market or a corner store;
- f. a dry cleaner;
- g. a pharmacy;
- h. a restaurant; and / or
- i. a destination or a neighborhood-oriented retail establishment.

4. ~~All openings for doors and windows along building facades facing a street or open space be vertical in orientation and rectangular in proportion, except for shopfront display windows and transom windows.~~

5. ~~The principal roofs for all buildings with stacked flats may be sloped or flat; where flat, the roof shall be surrounded on all sides by a horizontal parapet wall that is no less than 42 inches high where the roof deck meets the parapet wall.~~

a. ~~All building mechanical equipment located on a flat roof shall also be visually screened from all sides by either an opaque screen enclosure or by parapet walls, either of which shall be at least 12 inches greater in height than the equipment.~~

6.4. The first floor for all principal buildings in which Stacked Flats are located shall be designed as a shopfront in which all the following architectural features and elements shall be provided as set forth in Section 11 of this Ordinance, along any building façade fronting a street, a civic space, or a canal. For buildings with multiple building façades fronting a street, a civic space or a canal, the Town Manager shall determine which building façade shall be required to provide a shopfront along the first floor.

- a. ~~Shopfronts shall be constructed of custom metal work, stone, stucco, and steel frame. Shopfronts constructed of extruded aluminum frames or aluminum panels shall be expressly prohibited.~~
- b. ~~The shopfront shall be no less than 70 percent glazed in glass for the total building wall area between two feet and 12 feet above the adjacent sidewalk. The shopfront glazing shall have both display windows and transom windows.~~
- c. ~~All transom windows shall have dividing muntins; and shall be free of signage.~~
- d. ~~Shopfronts shall require a minimum 18-inch-high knee wall. Knee walls shall be a maximum of 36 inches high above the adjacent sidewalk. All knee walls shall be designed as an integral component of the overall shopfront.~~
- e. ~~Shopfront doors shall be recessed from the building façade to allow the door (or the doors) to swing out without obstructing pedestrian flow on the adjacent sidewalk. Where appropriate, sliding doors and / or sliding windows that allow the activity of the business to open adjacent to and onto the adjacent sidewalk may be installed for cafés, restaurants, and other food service establishments, subject to review and approval by the Town Planner.~~
- f. ~~Wall signs, if permitted, and subject to review and approval by the Town Planner, shall only be installed above transom windows. In lieu of installing a wall sign, one blade sign for each first floor business, no more than six square feet each, may be permanently installed perpendicular to the building façade. All blade signs shall clear a minimum of eight feet above the adjacent sidewalk. Businesses on corner lots may install one blade sign per street frontage.~~

7.5. Except as otherwise provided in this Section 4.2, the design of all Stacked Flats shall **fully** comply with **all of the standards for architecture, landscape architecture and other aesthetic matters that are found in Section 11 of this Ordinance and the** provisions as set forth in the Westlake Entrada Design Guidelines.

8.6. The Town **Planner-Manager** shall not have authority to administratively approve any deviations or exceptions to the minimum habitable area required for a Stacked Flat or the required non-residential uses on the first floor.

SECTION 4: That Section 11, entitled “Building Design Elements”, as provided in Ordinance No. 703, and amended by Ordinance No. 852, Ordinance No. 935 and Ordinance No. 1022, and that is entitled “Residential Condominiums”, is hereby amended to read as follows:

SECTION 11 BUILDING DESIGN ELEMENTS

These standards specify the minimum requirements for materials and design for all building walls, roofs, openings and other elements, and intend to produce visual compatibility among residential, non-residential and mixed-use buildings and to promote a unique identity for the community that grows Catalan Architecture. Unless otherwise noted below, all construction and all modifications proposed within this PD 1-2 shall be designed in strict accordance with these minimum requirements. Where a specific provision or provisions of this Section are in conflict with the Westlake Entrada Design Guidelines attached as Exhibit 4, the provisions of this Section shall take precedence and they shall prevail. Where provisions of this Section are silent, then the Westlake Entrada Design Guidelines shall take precedence, and they shall prevail. The standards and criteria contained in this Section shall be the minimum standards

~~for all new development. Where the regulations of this Section conflict with the Town of Westlake Zoning Ordinance and/or Subdivision Ordinance, the regulations of this Section shall apply.~~

Section 11.1 Architecture General

~~The provisions for architecture, for landscape architecture and for other aesthetic matters that are found in this Section and the Westlake Entrada Design Guidelines, together, address the quality and the character of buildings, the landscape and the civic spaces in Entrada. The specificities found in this Section and in the Westlake Entrada Design Guidelines ensure that investment made by residents and businesses are supported by consistency and predictability in construction. Except as otherwise provided for herein, all buildings that are proposed to be constructed and all buildings that are proposed to be renovated within this PD1-2 shall be designed to satisfy the minimum standards of this Section and the intent for architecture, for landscape architecture and for other aesthetic matters as found in the Westlake Entrada Design Guidelines. Although the provisions for architecture, for landscape architecture and for other aesthetic matters that are found in this Section and the Westlake Entrada Design Guidelines allow for architectural exploration and architectural experimentation, the design of all buildings shall be consistent with traditional materials, configurations and techniques of Catalan Architecture only, except that non-residential and mixed-use buildings may have their inspiration and lessons learned taken from Catalan Architecture and Mediterranean Regions in Europe, subject to the review and approval by the Town Manager.~~
~~All Permanent Structures to be erected within PD1-2 shall follow the specific Westlake Entrada Design~~

Guidelines submitted as Exhibit 4 to this Ordinance. In particular, the architectural style for Entrada shall focus on the following:

1. The use of limited exterior finish materials (e.g., stone and stucco); AND
2. The focus on exterior finish materials that are locally sourced; AND
3. The use of a defined color palette; AND
4. The production of building designs that are of the highest visual quality and support community identity.

Section 11.2 Site Plan and Building Elevation Review

All construction within this PD 1-2 shall require site plan and building elevation review and approval by the Town, prior to the issuance of any construction permit and building permit. Site plans and building elevations submitted for review and approval shall demonstrate strict compliance with the provisions in this Section and the Westlake Entrada Design Guidelines. Any requested deviation from the provisions in this Section, or the Westlake Entrada Design Guidelines, shall be subject to a review and recommendation from the Planning and Zoning Commission and approval by the Town Council. All requested deviations shall provide an opinion from the homeowners' association or the property owners' association as applicable, and all opinions shall be provided to the Town Manager at least 15 days prior to the Planning and Zoning Commission Meeting.~~Each Permanent Structure shall have a final Site Plan and Building Elevation review and approval from the Town prior to issuance of a building permit. This review and approval is to ensure compliance with Specific Design Guidelines, overall fit into Westlake Entrada as it matures as a Village, and adherence to the spirit and intent of the foundational framework of a small, European Village. Changes that constitute~~

a material change to the design guidelines will be considered a zoning change and subject to the required zoning change process.

Section 11.3 General.

5. The exterior finish materials used on all Building Façades shall be consistent in their details and their applications around all elevations, and be consistent in construction quality around all elevations to the satisfaction of the Town Manager.
6. The exterior finish materials specified in this Section refer to actual building products and not imitations of those products.
7. The changes in exterior finish materials on all building façades shall only be along a horizontal line, with the heavier exterior finish material below the lighter, and express visual load-bearing conditions even if the exterior finish material is not load-bearing.
8. The building façades of all buildings shall show no more than two (2) exterior finish materials, excluding foundations, trim, and other similar architectural features.
9. The colors of all buildings shall be expressly limited to only those that are listed in the Westlake Entrada Design Guidelines.
10. The openings for doors and the openings for windows shall be evenly spaced along all building façades facing a street, a civic space or a canal in order to create a visually harmonious architectural composition.
11. The header heights for doors and for windows shall be consistent along all building façades facing a street, a civic space or a canal.

- a. All openings along any building façade facing a street, a civic space and a canal shall be vertical in proportion and rectangular in shape, with the exception of transoms and shopfronts.
12. Doors and windows that operate as sliders are prohibited along all building façades.
All doors and all windows shall be located within the building façade such that wall thickness is perceived from the exterior of the building, in strict accordance with the configurations and the techniques as found existing in the Westlake Entrada Design Guidelines.
- a. Flush-mounted doors and flush-mounted windows are expressly prohibited.
13. The pedestrian entrances to Stacked Flats on the upper floors of mixed-use buildings shall be at sidewalk grade.
- a. Pedestrian entrances are not permitted to have ramps and / or stairs.
14. The front building façades of single-family detached residential units and townhomes shall limit openings for doors and openings for windows to a maximum of 40 percent of the total building wall area.
15. All columns, piers and posts shall be no less than 12 inches in width and 12 inches in depth.
- a. Columns and piers shall be made of a natural stone material.
- b. Posts shall be made of a wood material.
- c. The spacing between all columns and posts shall form bays that are vertical or square in proportion.
16. The building façades of mixed-use buildings shall visually differentiate first floor non-residential uses from Stacked Flats on the upper floors with distinguishing elements

including, but not limited to, architectural projections, awnings, changes in exterior finish materials, changes in windows, cornice lines and other similar architectural elements.

17. Building mechanical equipment shall be visually screened, and shall not be located along lot lines bordering a street, a civic space or a canal.
18. Building mechanical equipment located on roof tops shall be visually screened from all sides by either an opaque screen enclosure or parapet walls, either of which shall be at least 12 inches greater in height than the equipment.
19. Building mechanical equipment located in the rear yard and the side yard shall be visually screened from streets, civic spaces and canals by either a screening structure constructed of natural stone matching the adjacent building façade, or by landscape either of which shall be equal to or greater than the height of the equipment.
20. Outdoor refuse / recycling collection receptacles shall only be located in the rear yard and the side yard. All outdoor refuse / recycling receptacles shall be visually screened on all sides by an opaque wall constructed of natural stone with the exception of the access doors only, and that is equal to or greater than the height of the receptable. All access doors into outdoor refuse / recycling receptacles shall be constructed of opaque metal that matches the height of the wall. Lids are required on all outdoor refuse / recycling receptacles that are not in a roofed enclosure.

Section 11. ~~3-4 Architectural Embellishments~~ Building Elements

Building elements that are not intended for human occupancy or for human use including, but not limited to, belfries, clock towers, elevator bulkheads, and masts, may exceed the building height limit by up to 20 feet.

1. Architectural embellishments not intended for human occupancy that are integral to the architectural style of the buildings, including spires, belfries, towers, cupolas, domes, and roof forms whose area in plan is no greater than 25% of the first floor foot print may exceed the height limits by up to twenty (20) feet provide such changes are reflected on the approved Site Plan.
2. Mechanical equipment, including mechanical/elevator equipment, penthouse enclosures, ventilation equipment, antennas, chimneys, exhaust stacks and flues, fire sprinkler tanks, and other similar items may extend up to twenty (20) feet above the actual building height, provided they are completely screened from view as viewed from neighboring property or right-of-ways, and that: 1) they are setback from all exterior walls a distance at least equal to the vertical dimension that such item(s) extend(s) above the actual building height, or 2) the exterior wall and roof surfaces of such items that are set back less than the vertical dimension above the actual building are to be constructed as architecturally integral parts of the building façade(s) or as architectural embellishments as described above, and that such items are reflected on the approved Site Plan.

Section 11. 4-5 Residential Exterior Wall Exterior Finish Materials:

1. With the exception of openings for doors and windows, the primary exterior finish material for all buildings within this PD1-2 shall be natural stone. Natural stone shall

be laid in accordance with the configurations and the techniques as found existing in the Westlake Entrada Design Guidelines. Stucco shall only be used as a secondary exterior finish material and shall not exceed 20 percent of the total building wall area, with each building façade being calculated independently. Fired clay brick and wood siding may only be used as an accent exterior finish material and shall not exceed 10 percent of the total building wall area, with each building façade being calculated independently. For buildings that are located within the Building Height Waiver Sub-Area, architects may present exterior finish materials other than those specified in this Section and the Westlake Entrada Design Guidelines along the sixth floor and above only, provided that such exterior finish materials shall be subject to review and a recommendation by the Planning and Zoning Commission and approval of the Town Council. Prohibited exterior finish materials shall not be allowed on building façades at the sixth floor and above. Only durable materials shall be allowed as primary exterior wall materials. Primary materials include clay fired brick, natural stone, granite, marble, stucco, and, when approved by Town Council, manufactured stone. Native Texas stone materials shall be of primary consideration in the building material selection process.

a. All fired clay brick shall conform to the following:

i. Fired clay brick shall be unpainted and of integral color.

b. All natural stone shall conform to the following:

i. Stone shall be natural rock and sourced from the region; AND

ii. Stone shall be laid dry-stack or mortared; AND

iii. Stone shall appear to be load-bearing and not applied; AND

- iv. Stone shall be integral color and shall not be painted
 - c. All stucco shall conform to the following:
 - i. Stucco shall be masonry, shall have three (3) traditional coats and shall have a smooth sand-finish.
 - d. All wood shall conform to the following:
 - i. Exposed exterior wood shall be painted or sealed and stained.
- 2. Cementitious fiber board, Exterior Insulating and Finish Systems (E.I.F.S.) and vinyl are expressly prohibited.
- 3. Where provided, all outbuildings, all sheds and all storage structures shall match the exterior finish materials and the roof and the color of the principal building.
- ~~2. Primary materials shall comprise as least eighty (80) percent of each floor, exclusive of doors and windows. EIFS shall not be used as an exterior building material.~~
- ~~3. Only primary building materials are allowed on the first floor, exclusive of doors, windows, and their accompanying frames. For purposes of this section, the first floor shall be at least nine (9) feet high.~~
- ~~4. Secondary materials used on a building facade are those which comprise less than a total of twenty (20) percent of an elevation area. Permitted secondary materials are all primary materials, aluminum or other metal, cedar or similar quality decorative wood, or other materials as approved by the Town Manager.~~
- ~~5. Four-Sided Building Design: All buildings shall be architecturally finished on all sides with the same materials, detailing, and features.~~
- ~~6. Single-family detached houses and Townhomes or villas must have 80% stone exterior wall materials.~~

Section 11.6 Shopfront Design.

The first floor for all principal buildings where non-residential uses are provided shall be designed as a shopfront in which the following architectural features and elements shall be required along any building façade either fronting a street, a civic space, or a canal:

1. All shopfront windows, doors, signage, awnings, details, and lighting shall be designed as a unified composition.
 - a. Shopfronts, except for doors only, shall be constructed of custom metal work, natural stone, stucco, and / or steel frame.
 - b. Shopfronts constructed of extruded aluminum frames and aluminum panels shall be expressly prohibited.
2. All first floors shall require a minimum of 16-foot tall ceilings as measured between the finished floor and the finished ceiling. To accommodate .
3. All shopfronts shall require a minimum 18-inch high knee wall (or a kick plate) along all frontage lines. Shopfront knee walls or kick plates shall be a maximum of 36 inches high above the adjacent sidewalk. All knee walls and all kick plates shall be designed as an integral component of the overall shopfront.
4. All shopfront doors shall be recessed from the building façade to allow the door (or the doors) to swing out, without obstructing pedestrian flow on the sidewalk. Each tenant space shall have at least one three-foot wide door at the main entry. Shopfront doors are also encouraged at building corners. Where appropriate, sliding doors and / or sliding windows that will allow the activity of the business to open adjacent to and

onto the public sidewalk may be installed for cafés, restaurants, and other food service establishments, subject to approval by the Town Manager.

5. All shopfronts shall be glazed with clear glass for no less than 70 percent of the first floor building façade as measured between the finished floor and the finished ceiling including the knee wall and the glass area of the front door. All shopfront glass shall be no more than 10 percent tinted. The use of mirrored glass and reflective glass shall expressly prohibited.

a. Shopfront windows may include transom windows; and the transom windows shall have dividing muntins and shall be free of signage.

b. Shopfront windows may encroach into the front setback up to five (5) feet in depth.

c. Shopfront windows may include awnings.

6. Solid metal security gates and solid roll-down shutters are not permitted. Interior link or grill security devices shall only be permitted if they can be completely enclosed or hidden from view when not in use, and shall be subject to review and approval by the Town Manager.

7. The design for first floor commercial spaces shall anticipate restaurant requirements. Accommodation for restaurant venting and sewage utilities including, but not limited to grease traps and interceptors, shall be designed into the building. All designs shall anticipate potential commercial power and gas load needs. In addition, buildings shall also provide maximum clear space between interior columns for first floor retail and activity spaces.

8. Wall signs, if permitted, and subject to review and approval by the Town Manager, shall only be installed above transom windows.
9. In lieu of installing a wall sign, one blade sign for each first floor business, no more than six square feet each, may be permanently installed perpendicular to the building façade. All blade signs shall clear a minimum of eight feet above the adjacent sidewalk. Businesses on corner lots may install one blade sign per street frontage.

Section 11.~~5-7~~ Building Orientation and Building Entries

1. All principal buildings shall locate their principal entrance either along a street or an open space, with the exception of entrances off a courtyard and that are visible from public rights-of-way~~Main building entries shall be highlighted using such techniques as building articulation and/or entry canopies so they are obvious to pedestrians and motorists.~~
2. All first floor non-residential tenant spaces shall have a principal entrance along the front building façade, except where multiple tenants are sharing a space not separated by full interior partition walls. Principal entrances may also be located at building corners for non-residential tenant spaces~~Each building and separate lease space at grade along the street edge shall have a functioning "Primary Entry" from the sidewalk. Comer entries may count as a Primary Entry for both intersecting street fronts.~~

Section 11.6 Awnings, Canopies, Arcades, & Overhangs

1. ~~Structural awnings are encouraged at the ground level to enhance articulation of the building volumes.~~
2. ~~The material of awnings and canopies shall be architectural materials that complement the building.~~
3. ~~Canopies and awnings shall respect the placement of street trees and lighting.~~
4. ~~All large canopies (i.e. gas stations, banks, etc.) that require structural columns for support shall have a minimum six (6) feet masonry or ornamental iron/steel (or other approved material) finish measured from the finished grade. Materials used on columns and canopies shall be complementary to the building.~~

Section 11.~~7~~**8** Building Articulation

1. ~~All building wall articulations, such as architectural projections and recesses, shall be limited to four (4) for each 100 feet of building façade length.~~
 - a. ~~Architects shall avoid too many individual elements along a building façade to the satisfaction of the Town Manager.~~
 - b. ~~Architects shall use a small number of well-built elements for all openings for doors and windows and other similar architectural features.~~
2. ~~The front building façades (i.e., the building façade facing a street, a civic space or a canal) of all new buildings shall be visually harmonious with the block, on both sides of its street. The existing buildings shall provide the architectural context unless they are non-conforming or non-contributing to the community identity.~~

1. ~~That portion of the building where retail or service uses take place on the first floor shall be accentuated by including awnings or canopies, different building materials, or architectural building features.~~
2. ~~Building facades fronting both streets and driveways should have massing changes and architectural articulation to provide visual interest and texture and reduce large areas of undifferentiated building facade. Design articulation should not apply evenly across the building facade, but should be grouped for greater visual impact employing changes in volume and plane. Architectural elements including projecting volumes, windows, balconies, loggias, canopies, pediments, and moldings that break up the mass of the building are encouraged.~~

Section 11. ~~8-9 Above-Grade~~ Structured Parking

1. ~~The exteriors of all parking structures shall be finished with natural stone on all sides. Synthetic materials are permitted, provided that they have the appearance of natural stone, subject to review and approval by the Town Manager. Where parking garages are within views of streets or adjacent property, the portion of the parking garage that is visible shall have an architecturally finished facade compatible with the surrounding buildings and shall look more like regular buildings than parking structures or as approved by Town Council via the Site Plan approval process.~~
2. Entries and exits to and from parking structures shall be clearly marked for both vehicles and pedestrians by materials, lighting, signage and other similar visual elements , etc., to ensure pedestrian safety on sidewalks and walking paths to the satisfaction of the Town Manager.

Section 11. 9-10 Architectural Projections into Rights-of-Way

Buildings shall be permitted to have architectural projections as described below, provided that (i) no architectural projection shall be allowed to encroach into any easement; (ii) no architectural projection shall be allowed to encroach into any portion of the public right-of-way of State Highway 114, Solana Boulevard, and Farm-to-Market Road 1938 (i.e., Davis Boulevard); (iii) and the property owner, the developer, or the builder shall provide a written promise to the Town Manager to procure and to maintain general liability insurance for any architectural projection constructed in the public rights-of-way, except for those rights-of-way noted above. Any architectural projections in the private rights-of-way shall be subject to applicable review and approval by the homeowners' association or the property owners' association for Entrada. The following projections shall be permitted into a public easement or right-of-way, provided that 1) no projection shall be permitted into a public easement or right-of-way of SH 114, Solana Boulevard and FM 1938 (Davis Blvd.); 2) such projections do not extend over the traveled portion of a roadway; 3) the property owner has assumed liability related to such projections; and 4) ——— the property owner shall maintain such projection in a safe and non-injurious manner.

1. Where provided, all architectural projections including, but not limited to, balconies, bay windows, cornice lines, roof eaves, shopfront display windows, signage, trim and other similar architectural elements may project horizontally from Building Façades along a street, a civic space or a canal a maximum of four (4) feet. Ordinary building projections, including, but not limited to water tables, sills, belt courses, pilasters, and

cornices may project up to twelve (12) inches beyond a building face or architectural projection.

2. Roof eaves may project up to thirty-six (36) inches beyond the building face or architectural projection.

3. Architectural projections, including balconies, bays, towers, and oriels; show windows (1st floor only); below grade vaults and areaways; and elements of a nature similar to those listed; may project up to forty-eight (48) inches beyond the building face.

2. Where provided, all awnings and canopies shall project horizontally from Building Façades along a street, a civic space or a canal for a minimum of six (6) feet. Canopies shall have a minimum vertical clearance of at least 10 feet.

a. All awnings shall be sloping rectangles without side soffit panels and bottom soffit panels and shall be made of a canvas material, a glass material, a metal material, or a wood material.

b. All canopies shall be made of a metal material, a wood material or combination of both. All canopies shall be supported by metal posts or wood posts, and shall be brought to grade as piers of natural stone.

c. Backlighting of awnings from under or inside is prohibited.

4.3. Awnings shall be sloping rectangles without side soffit panels or bottom soffit panels and shall be made of a canvas material, a glass material or a metal material that is complementary to the architectural style of the building. Canopies shall be made of a metal material and a wood material complementary to the architectural composition of the building. No awning or canopy shall project horizontally to within two (2) feet

of the back of curb of any public rights-of-way or private rights-of-way. No awning or canopy shall limit vehicular access, pedestrian access or emergency access. Canopies and/or awnings may project from the building face and may extend into rights-of-way if a minimum sidewalk clearance and/or distance to a street tree of six (6) feet is maintained. Additionally, they may be extended or be within eight (8) inches of the back of curb if used to provide a covered walkway to a building entrance and as long as any canopy/awning support is no closer than eighteen (18) inches from the back of curb.

5. Below-grade footings approved in conjunction with building permits.

4. Where provided, all balconies that project horizontally from a Building Façade shall be visibly supported by brackets of an appropriate scale.

a. Balconies may be recessed into the main volume of a building for a maximum of 50 percent of their depth.

6.5. Pedestrian Bridges shall be permitted to extend over public rights-of-way, private rights-of-way, and / or private access easements provided that a minimum vertical clearance of 14 feet from side to side, or 17-17 feet from the high point of an arch. Pedestrian bridges shall be constructed primarily of natural stone and shall otherwise be subject to design review and approval by the Town Manager.

Section 11. 10-11 Extensions into Rights-of-Way Outdoor Activities.

All first floor non-residential uses may utilize the public rights-of-way and / or the private rights-of-way for outdoor seating areas, for outdoor serving areas, for outdoor displays of merchandise and for other business-related activities provided a minimum contiguous clear

path of six (6) feet to be maintained. Outdoor seating areas, outdoor serving areas, outdoor displays of merchandise and other business-related activities shall be prohibited along State Highway 114, Solana Boulevard and Farm-to-Market Road 1938 (i.e., Davis Boulevard). All outdoor serving areas shall be separated from all streets and all civic spaces by using railings, wrought-iron fencing, landscape, planters and other suitable materials subject to review and approval by the Town Manager. All outdoor seating areas, outdoor serving areas, outdoor displays of merchandise and other outdoor business-related activities shall be maintained in good condition so as to present a healthy, neat and orderly appearance for Entrada. Outdoor eating areas and outdoor display of retail items for sale may extend into rights-of-way if a minimum sidewalk clearance and/or distance to a street tree of three (3) feet is maintained, provided that no extensions shall be permitted into a public easement or right-of-way of SH 114, Solana Boulevard and FM 1938 (Davis Blvd.). Additionally, a five-foot (5) clear access path must be maintained along the edge of curb within Public Right of Way.

Section 11.~~11-12 Roofing Material~~Principal Roofs and Ancillary Roofs.

Within this PD 1-2, principal roofs shall either be sloped or low-slope (i.e., flat). All principal roofs for single-family detached residential units and townhomes shall be sloped only; and principal roofs for non-residential buildings and mixed-use buildings may either be sloped or flat. All sloped principal roofs shall be clad in natural clay material and shall have a maximum angle of 6:12. Flat roofs shall be surrounded on all sides by a horizontal parapet wall that is at least 42 inches high where the roof deck meets the parapet wall. Ancillary roofs provided for balconies, for bay windows, for patios, for porches and for all other similar architectural projections shall either be clad with a natural clay material or a standing seam

metal material, and shall have a maximum angle of 3:12. Composition roofing materials are expressly prohibited. Roofing materials shall be limited to materials approved by the adopted building code that are either natural slate or authentic clay tile, or have the appearance of slate or clay tile when approved by the Town. Flat roofing systems where appropriately masked from street-level view corridors by parapets and/or other architectural features are permitted. Standing seam metal roofing may be used only for minor areas such as porches and patios and in areas not generally visible. No composition roofs are allowed.

Section 11.12 Roof Pitch

No minimum roof pitch prescribed. Roof pitches and orientation should vary to resemble a Village that has developed or evolved over many years.

Section 11.13 Non-residential Exterior Wall Materials

Exterior wall shall be 100% masonry except for doors and windows. Brick, stone, cast stone, and stucco are approved materials. Manufactured stone may be approved by the Town Council via the Site Plan approval process. Siding of any type is prohibited.

Section 11.13 Landscaped Areas.

The property owner shall be responsible for the maintenance of all on-site landscaping which shall be maintained in good condition so as to present a healthy, neat and orderly appearance for Entrada. All landscaped areas shall comply with the specific provisions as set forth in the Westlake Entrada Design Guidelines and the UDC. In addition:

1. Woodburning outdoor fireplaces and outdoor firepits shall be allowed, provided that all such fireplaces and firepits shall be separated from all combustible structures and trees by the minimum distance as found existing in the International Fire Code.

Section 11.14 Gutters and Downspouts.

All Gutters-gutters and down-spouts shall either be made of anodized metal or copper and, where gutters are visible from a street or an open space, they shall all-visible gutters to be constructed as half-round design.

~~Section 11.15 Driveways and sidewalks~~

~~All driveways and sidewalks, other than common area sidewalks, shall be stamped with a Entrada unique Cobblestone Pattern (to be approved by the Town), stained or have an exposed aggregate finish, as allowable to conform to ADA standards.~~

Section 11.15 Administration.

All residential, non-residential and mixed-use construction projects within this PD 1-2 shall conform to all of the standards for architecture, landscape architecture and other aesthetic matters that are set forth in this Section, the Westlake Entrada Design Guidelines and this Ordinance, unless a deviation request is granted by the Town Council. No building permit or other construction permit shall be applied for and issued for any construction project that does not conform to the standards of this Section 11, the Westlake Entrada Design Guidelines and this Ordinance. All applications made for building permits shall be supported in writing, as applicable, from the homeowners' association or the property owners' association.

SECTION 5: That the revised and amended Westlake Entrada Design Guidelines attached hereto as EXHIBIT “4” is hereby revised and amended as shown.

SECTION 6: That this Ordinance shall be cumulative of all the other Ordinances adopted by the Town and all of the provisions of other Ordinances as adopted by the Town which are inconsistent with the provisions or terms of this Ordinance are hereby repealed.

SECTION 7: 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, 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 8: This Ordinance shall take effect immediately from and after its passage as the law in such case provides.

SECTION 9: It is hereby declared to be the intention of the Town Council of the Town, that any 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 without the incorporation in this Ordinance of any such legally invalid or unconstitutional, phrase, sentence, paragraph or section.

SECTION 10: This ordinance shall take effect immediately from and after its passage as the law in such case provides.

PASSED AND APPROVED ON THIS [REDACTED] DAY OF [REDACTED] 2025.

[REDACTED]

Kim Greaves, Mayor

ATTEST:

[REDACTED]

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

[REDACTED]

Matthew Boyle, Town Attorney

ENTRADA DESIGN GUIDELINES

prepared by Merriman Associates Architects

11.23.2015

revised 12.18.2015

[revised 09.16.2025](#)

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HARDWARE**

Introduction:

The following document presents those design and construction quality guidelines contains specific standards for architecture, landscape architecture and other matters of urban design that are applicable to new construction and to the modification of existing construction within PD, Planned Development District 1-2 ("PD 1-2") for the Entrada Development ("Entrada"). The specific standards contained in these Design Guidelines for PD1-2 has both contain building regulations and rules for a residential construction, and non-residential component construction and mixed-use construction. Unless otherwise provided for in these Design Guidelines for PD 1-2, the specific standards shall apply to all residential construction, non-residential construction and vertical mixed-use construction. Those guidelines applicable exclusively to residential or non-residential uses are called out by land use. Those guidelines not specified as residential or non-residential are applicable to both land uses.

There are two primary purposes accomplished through this document. These purposes are:

1. Construction Quality: Modern construction technology is most adept at allowing /facilitating the delivery of traditional and historic architectural details and themes through cost effective and fast building methods/ systems. An industry of preformed shapes, plasticized material, faux materials, attachment systems, material unitization, etc. has arisen around replication of traditional and historic architectural details. However, visual replication often fails to also deliver the essence of craftsmanship that is so much a part of the traditions that the market reveres. The Town of Westlake seeks to introduce, to preserve and to reinforce, an iconic mixed-use environment that is inspired by Catalan Architecture and, in specific instances (e.g., non-residential construction and mixed-use construction), other architectural styles that have Mediterranean and Southern European influences. These influences shall be evidenced in the palette of materials for building walls, roofs, openings, attachments and other architectural elements, as well as the quality and craftsmanship of the building techniques and practices in the creation of a Catalanian/European Village look, the evidence of artisanship and craftsmanship that is so essential to that look. Therefore, these guidelines establish additional specifications for establish materials, dimensions, and workmanship standards aimed at use of materials that can be crafted and engagement of construction techniques that enhance the minimum standards for architecture, landscape architecture and other aesthetic matters contained in the PD 1-2 Ordinance.

2. Capturing Essential Visual Qualities of the Catalanian Architecture/European Archetype: Although the specific standards contained within these Design Guidelines intentionally allow room for architectural experimentation, architectural exploration and architectural expression, the proposed construction and the proposed renovation of all buildings, landscaping and other improvements shall reflect and reinforce architecture, landscape architecture and a community identity derived from practices and techniques commonly found in and indigenous to Catalonia and other regions of Southern Europe bordering the Mediterranean Sea. Overall planning and building arrangement should create a compact pedestrian-scaled environment mimicking the scale and livability of a small, Catalanian/European Village that has evolved organically over hundreds, if not thousands of years. Individual buildings should be designed to reinforce the pedestrian orientation of the village, with an extreme focus on attention to detail and the inclusion of four-sided building design within the framework of the small Catalanian/European Village upon which this community

is based. The distinct physical outcomes of directed and guided by these Design Guidelines are focused ~~delivery system will be built~~ around construction details, methods, and systems based ~~on modern veneer~~ construction practices that are primarily disciplined by the building materials, configurations and techniques of a Catalan Village. ~~Closure, edge/corner, portal, and base details associated with veneer construction will be designed to emulate the construction method of the medieval Catalan/European Village. The present day architect, builder, and tradesman is faced with a need to translate the essence of the style through creative construction details that yield the similar appearance of Catalan/European construction and detailing.~~

The following Design Guidelines are intended to address these two ~~important outcomes purposes~~ and, in so doing, shall deliver a community of extraordinary aesthetic value that is worthy of emulation within and around the Town of Westlake ~~promote a project for Westlake that is truly unique in the Metroplex and an achievement for both the developer and the Town.~~

The term "SHALL" as used herein means that the specific provision is required. The term "SHOULD" as used herein means that the specific provision is highly recommended. The term "MAY" means that the specific provision is optional. The term "APPROVAL" ~~as~~ used herein means approval of the PD Site Plan as submitted in accordance with the governing PD1-2 ~~ordinance~~ Ordinance and any other written approvals received, as applicable, from the Town Manager and ~~/~~ or their designee, the Planning and Zoning Commission and the Town Council for any deviation from these Design Guidelines. Unless otherwise expressly prohibited by the PD 1-2 Ordinance, a property owner or a developer may appeal any determination from the Town Manager and / or their designee to the Town Council, with a recommendation provided by the Planning and Zoning Commission ~~Opportunities to appeal to the Town of Westlake Planning and Zoning Commission and Town Council are in place if approval is not provided by Town staff.~~

STREETSCAPE, COURTYARDS, AND WALLS

Exterior Paving

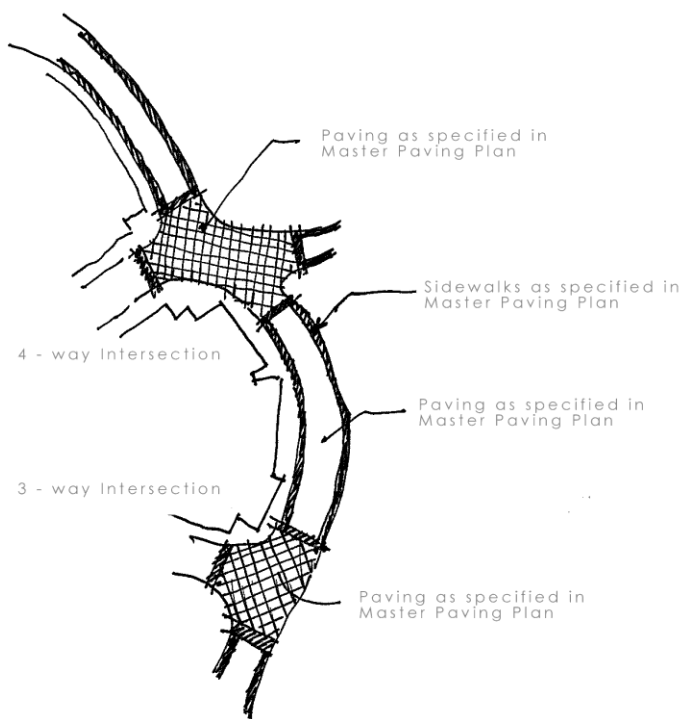
For the purposes of this Section, the term "Exterior Paving" is defined as the surface treatment of roadways, walkways, parking areas, and plazas.

Material:

- Public Roadways and Public Parking Areas: ~~shall be integrally-integrally~~ colored concrete pavers. The roadway and parking paving color for Entrada ~~will-shall~~ be determined by the Town Manager or their designee based on field samples, and one sample ~~will-shall~~ be selected as the color standard against which the use of color throughout the project ~~will-shall~~ be compared for consistency. Refer to the approved Master Paving Plan for locations and pattern coordination with horizontal street alignment.
- Public Sidewalks and Trails: ~~shall be~~ cast-in-place concrete. The sidewalk and trail paving color and texture for Entrada ~~will-shall~~ be determined by the Town Manager or their designee based on field samples and one sample ~~will-shall~~ be selected as the color standard against which the use of color throughout the project ~~will-shall~~ be compared for consistency. Refer to the approved Master Paving Plan for locations.
- Private Roadway and Parking Areas: ~~shall be integrally-integrally~~ colored concrete pavers. The roadway and parking paving color for Entrada ~~will-shall~~ be determined based on field samples and one sample ~~will-shall~~ be selected as the color standard against which the use of color throughout the project ~~will-shall~~ be compared for consistency. Refer to the approved Master Paving Plan for locations.
- Private Sidewalks: ~~shall be Cast-cast~~-in-place concrete. The private sidewalk paving color and texture for Entrada ~~will-shall~~ be determined based on field samples and one sample ~~will-shall~~ be selected as the color standard against which the use of color throughout the project ~~will-shall~~ be compared for consistency. Refer to the approved Master Paving Plan for locations.
- Accent Material within above Referenced Pavement Areas: ~~shall be integrally-integrally~~ colored concrete pavers in coordinating color or integrally colored cast in place concrete with coordinating color and texture. Refer to the approved Master Paving Plan for locations.

Dimensions:

- Joints in Public Roadways: ~~The Maximum-maximum~~ joint in public roadways ~~will-shall~~ not exceed minimum manufacturer's specification unless such wider joint is indicated on the approved paving plan. Joints as specified by the Civil Engineer of Record in the public roadway ~~will-shall~~ be uniform within a small range of deviation normal to handwork, to the satisfaction of the Town Manager or their designee.
- Concrete Joints in Sidewalks: ~~If Where~~ concrete is utilized, stamped concrete joints ~~to-shall~~ be ~~✓-V~~-shaped, ~~one-quarter (1/4) inch~~: wide minimum and ~~one-quarter (1/4) inch~~: deep minimum.
- Concrete Joints in Private Roadways and Parking Areas: If concrete is utilized, concrete joints to be ~~✓-V~~-shaped, ~~one-quarter (1/4) inch~~: wide minimum and 1/4 in. deep minimum.
- Private Sidewalks: Concrete thickness shall be determined by the recommendations of a geotechnical engineer.
- Joints in Private Sidewalks: If concrete is utilized, concrete joints to be ~~✓-V~~-shaped, ~~one-quarter (1/4) inch~~: wide minimum and ~~one-quarter (1/4) inch~~: deep minimum.
- Pavement Accent Materials: Integrally colored concrete pavers in a coordinating color, exposed aggregate concrete, or integrally colored concrete in a coordinating color as specific in the Master Paving Plan.



*This diagram is ~~only an example representative~~ of what the paving ~~could may~~ be. Refer to the approved Master Paving Plan for actual paving material and locations.

Fire Lanes shall be designed in accordance with the following:

- Design: Continuous unit pavers with "Fire Lane" marked at code compliant intervals.
- Color: Allowable coloration as approved by the Westlake Fire Marshal.
- Prohibitions: Painted fire lane striping.
- Final locations and details ~~will~~shall be presented and approved during the Town's PD Site Plan submittal process.



Curbing:

- Application of Detail: The use of curbing ~~should~~ shall be kept to a minimum, and shall typically be only employed along public roadways. Curbs ~~will~~ shall be utilized anywhere that concrete pavers are used.
- Integration of Curb: ~~When employed~~ Where used, curbs ~~are~~ shall be rollover in profile. The curb paving color and texture for Entrada will shall be determined based on field samples and one sample will shall be selected as the color standard against which the use of color throughout the project will shall be compared for consistency. Refer to approved Master Paving Plan for locations. Texturing of the curb ~~must~~ shall finish with a crafted detail at the curb edge. Slurring or distorting the stamped imprints, if utilized, at the beginning of the curb rake ~~is~~ shall be expressly prohibited.
- Back of Curb: If exposed, the vertical backside of the curb must shall be finished.
- All curbing will shall conform to approved paving samples or as approved by the Town to accommodate future design revisions.

Parking Lots:

- Design: Integrally colored concrete pavers. The parking lot paving color for Entrada will shall be determined based on field samples.
- Color: Shall match or complement the adjacent roadway or parking drive aisle
- Final locations and details will shall be presented and approved during the Town's PD Site Plan submittal process.

Parking Striping:

- Detaining: Continuous unit pavers.
- Color: Allowable color paver is one that will shall appropriately contrast with the paving color, but ~~complement~~ complement the paving color as determined by on site mock-up and to the satisfaction of the Town Manager or their designee.
- Prohibition: Painted parking striping.
- Final locations and details will shall be presented and approved during the Town's PD Site Plan submittal process.





Bollards, Wheel Stops, and Control/Expansion Joints:

- Iron bollards: Decorative iron bollards ~~must~~ shall have a minimum diameter of 8 inches. The style of the bollard ~~will~~ shall be subject to review and approved approval by the Town Manager or their designee of Westlake. A field trial of the bollard shall be provided for consideration.
- Wheel stops, if used, shall be integrally colored concrete to generally match paving and shall be subject to review and approval by the Town Manager or their designee.



Articulation Additional Standards:

- Control and Expansion Joints: ~~If~~ Where required, control and expansion joints should strive to be visually seamless with the surrounding paving pattern and horizontal pavement geometry.
- Prohibitions: Control and expansion joints ~~should~~ shall not cross over the paving pattern. Where possible, control and expansion joints ~~should~~ shall be placed perpendicular to the curb.
- Relationship to Building Grade Elevation: Exterior paving fields ~~should~~ shall embrace architectural and landscape elements with a minimum grade change or curbing.
- Manholes: Manholes and other access points located in public streets or public sidewalks are required, if possible, to accept a finish material that matches adjacent paving or be metal featuring the logo of Entrada.

The following guideline is intended to establish the qualities of appearance and construction that retaining walls within the Entrada project should have. The on-going additive system of village development over time is replaced by design which seeks to define key visual features that ~~the one-time~~ project construction must embody. This guideline addresses features building materials and building configurations and techniques that are related to the construction of retaining walls only.

Aspects of Wall Appearance:

The appearance of retaining and foundation walls in Catalonia and other /settings in Southern Europe is a result of two (2) conditions which influence construction. The first is construction technology, meaning that a lack of heavy equipment, concrete block, and concrete systems resulted in a wall that was not simply a veneer, but a true structural section. Also, the total dependence on human labor to place and transport the stones set a range of feasible sizes that could be used for construction. The second is material which means that most stone was gathered close to the ground surface, giving the rock a mottled matrix of color. The fact that poured in place concrete was not generally employed means that the foundations were stone, making the entire wall a gravity wall. The larger foundation stones rose up from the ground, making the base course of the wall construction. The highly irregular nature of gathered stones (varying size and shape) meant that constant course leveling was necessary to maintain structural integrity. The level continuity of courses is essential to structural strength. More specifically, these aspects of wall appearance are:

- **Coursing Patterns:** Proper coursing is achieved with highly irregular stones. The constant use of smaller stones in between larger ones is helpful to maintain course leveling. ~~The All~~ stones in retaining walls shall ~~should~~ be laid in a manner that sets the stone on its broader / flatter face. Stones ~~should not~~ set vertically or at odd angles shall be avoided and prohibited, but shall lay within the wall just as they would lie on the ground. This gives the wall section ~~a~~ basic stability. Therefore, the course pattern must be structural. A structural course pattern has the following qualities:
 - i. Larger stones are laid within the wall just as they would lay on the ground.
 - ii. Placement of a larger stone on another larger stone employs the use of smaller stones to level irregularities in the larger stone form, thereby creating a relatively level resting place for the larger stone being set.

- **Straightness:**

Vertical Straightness:

The constant course leveling and the capacity of the wall to somewhat move with the movement of the earth, means that the vertical wall was highly irregular in most instances. However, this irregularity was not a product of poor workmanship but the varied use of stone. The face of a larger stone would slightly project or recede because the face is not flat or square. Therefore, the wall can be reasonably plumb but not flat straight. This level of vertical irregularity ~~will~~shall have to be imposed by the mason where stone is a veneer over concrete block or cast in place concrete. This can be done by varying the thickness of mortar between the structural wall and the veneer and having a larger masonry ledge.

Horizontal Straightness:

Lacking heavy equipment and having to rely upon the wall to do most of the grade accommodation work instead of people, retaining walls often had slight irregularities in horizontal alignment. The job of the retaining wall was to level the ground for the building construction. Therefore, the wall appears to rise up from an undulating ground line to create a level top course at the building. In a contemporary development condition

08 where the project seeks to use all land within the legal property lines, retaining walls tend

to become a reflection of those property lines. Thereby, the wall ceases to support the building and now supports the site. While property line articulation is unavoidable, the horizontal alignment should take every opportunity to be determined by grade condition. The extent to which natural grade informs wall alignment, the more it will reflect the spirit of the village setting.

- **Texture:** Retaining walls exhibit a great deal of texture because the mortar is deep set, giving the wall open voids between stones and courses which amplify the visual texture of the large stones and small leveling stones. These voids ~~should~~ shall not be filled with mortar although deep set mortar may be used.
- **Corners:** Corners ~~tell~~ depict whether a wall is truly structural or simply veneer over a structural substrate. The following picture illustrates a structural corner. Note the interlocking of the coursed stones, called toothing. Note that the stone laid in the wall as it would lay on the ground allows the length of the stone to “lock” the corner. This makes the corner structural.
- **Cap:** The wall cap is an important statement of ~~the mason's~~ craft. Many of the wall samples provided do not have a cap detail. It is important that a cap detail be employed. It is possible that the wall can have a layer of earth over its top. However, concrete poured over the top of the wall ~~should~~ shall be avoided and shall not be approved. A cast stone cap, subject to review and approval by the Town Manager or their designee, is allowed for more formal applications.
- **Dimensions:** The sense that the retaining wall is related to the earth, (i.e. tectonic connection), is influenced by its massiveness and dimension. When the thickness of a retaining wall can be perceived, such as at the cap detail, the depth from the front to back ~~should~~ shall be no less than one (1) foot.



Aspects of Wall Construction: As discussed above, the ~~lack-absence~~ of modern construction technology and dependence on human labor gave ~~birth-rise~~ to the construction techniques by which retaining and foundation walls in Catalonia ~~/ and Southern~~ Europe were built. Instead of concrete, medieval wall builders used a lime mortar. The hardening of this material was dependent upon the reaction of the lime with atmospheric carbon dioxide, forming calcium carbonate. The drying process in combination with low strength allows a building constructed with lime mortar to shift and move slowly over time and thereby accommodates differential movements and distortions within the structure. This contributes to the organic and ~~picturesque-aesthetic~~ quality of building walls and edges. Present day use of higher strength, hydraulic mortars and concrete necessitates that the wall or building be built so as not to move or shift. Even though mortar was used, the structural integrity of the wall section was a result of coursing. Therefore, the appearance of a Catalanian ~~/ Southern~~ European wall is largely a function of executing structurally sound coursing with highly varied and uneven stone material. This portion of the retaining and foundation wall guideline addresses aspects of construction necessary to maintain the visual character resulting from the execution of coursing and use of lime mortar. More specifically these qualities of construction are:

- **Veneer over structural substrate:** When the stone of a retaining wall is ~~actually~~ a veneer over concrete block or poured in place concrete, filling a variable cavity space between structure and veneer ~~should-shall~~ be used to give the wall a more handmade appearance. In addition, the masonry ledge must be wide enough to accommodate larger stones laid in the wall as these stones would normally lay on the ground.
- **Lift Wall:** Where possible, lift wall construction ~~should-shall~~ be used as it ~~will~~~~shall~~ naturally yield a more hand-crafted look. The cavity space between courses ~~should-shall~~ be large enough to allow large stones to lay in the wall in the same manner that they would lay on the ground.



Approved Mock-up Wall

Courtyards and Patios:

Courtyards and patios are defined as an unroofed area mostly enclosed by building walls in combination with freestanding walls which provide privacy or simply define the edge of the activity area.

History:

- **Spanish:** Spanish courtyards are designed like an outdoor room to create a restful, relaxing atmosphere.
- **Influences:** The Roman and Moorish civilizations were significant influences in the development of the Spanish courtyard garden in the first through the twelve centuries.
- **Atrium as a Precedent:** The Roman atrium was the model for the Spanish patio which became the central feature of Spanish Courtyard Gardens.
- **Medieval Use and variations:** The medieval cloister gardens of the Middle Ages continued the courtyard tradition in cathedral and monasteries where monks often grew medicinal herbs and flowers.

Location:

- **Enclosure:** A courtyard or patio is either fully or partially closed by building walls in combination with free standing walls. This differs from the courtyard and/or patio from a typical yard space which sits to the front, rear, or side of the primary structure and is almost completely enclosed by wall or fence.
- **Affected Courtyards and/or Patios:** Courtyards visible from the street are required to meet all the requirements of these guidelines. These include Entry Courtyards, Motor Courtyards and Patio Terraces.
- **Entry Courtyards:** Courtyards transition between public and private space and are typically located on the front side of the architecture. At least 2 sides of an entry courtyard are defined by building walls.
- **Motor Courtyards:** An expanded area for maneuvering a vehicle, located behind an entry portal and fully enclosed by garage wall and free standing wall. A 16'-0" wide gate is allowed at shared drives and motor courts for more than five garages. A maximum 12'-0" wide gate shall be used in locations with four or less garages.
- **Terrace Patios:** Terrace patios are defined on one or more sides by building walls and the remainder is defined by low perimeter boundary walls. Patio terraces are often slightly elevated above the ground plane.



Elements:

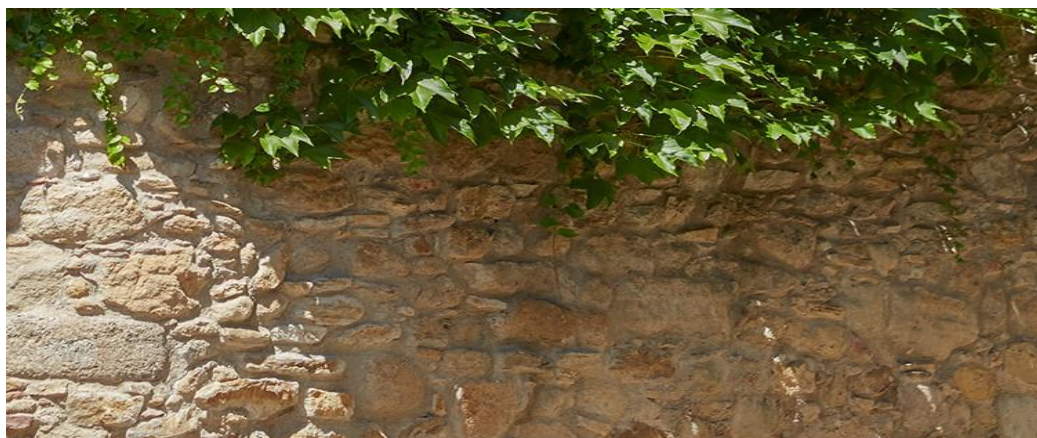
- Visual Effect: Courtyards are an important part of the streetscape and provide a great visual enhancement to both the street and the architecture hidden behind their walls.
- Enclosure: Stone walls or building facades create a sense of enclosure. At least two (2) sides of the courtyard or patio terrace must shall be defined by building walls.
- Gates: Gates, in compliance with the aesthetic requirements set forth herein (conforming to see the Gate Guidelines) provide a visual connection into semi-private-transition space. ~~This is a community relationship more than a defensive relationship between building and street.~~
- Paving:
 - Muse: Lateral expansion of street pavers.
 - Motor Court: Lateral expansion of street pavers or decorative paving with threshold.
 - Small Motor Court: Allowed to be saw cut concrete pattern.
 - Entry Courts Visible to Street: Enhanced landscaping, paving, art or combination thereof.
- Artistic Features: Fountain, bird bath, sculpture, or simple basin of water may be included.
- Decorative Planting: Containers and raised beds containing ornamental plants. Bed areas are often limited, and requireing careful selection of plants for the limited planting area.
- Secondary Structures: Loggias, trellises, awnings and roofed arcades provide shade and a sense of enclosure.
- Fire Place or Fire Pit: Exterior fireplaces emphasize the idea of an outdoor room.



Courtyard Walls

Material:

- Stone: Shall be Full-width natural quarried stone, selected from the approved stone material for Entrada and shall match the stone material on the adjacent building façade. All freestanding courtyard walls must shall be a stone material, unless approved by Town for desired variety. Stone veneer backed with concrete masonry units ("CMU") or concrete is acceptable, subject to review and approval by the Town Manager or their designee. Wall accents are acceptable, subject to review and approval by the Town Manager or their designee.
- ~~Stucco: Limited to 40% of street visible courtyard wall area~~
- Brick and Stucco Accents: Shall not exceed ten (10) percent of the total surface area of the wall, with each wall being calculated independently.
- No other materials shall be permitted on any courtyard wall ~~Prohibitions: The use of thin-set stone veneer, the use of scored stucco meant to look like stone, exposed CMU.~~



Articulation:

- Wall Section, Lift Wall: Two (2) wythe natural quarried stone veneer laid in a coursed pattern with grout infill. Stones laid in a course pattern are laid into the wall as they would otherwise lay on the ground. The frequent use of smaller leveling stones (chinking material) is shall be permitted and encouraged.
- Wall Section, Veneer Wall: Single wythe natural quarried stone or brick veneer with concrete masonry unit (CMU) inner wall, natural quarried stone or stucco must shall cover the CMU at all faces. The stone veneer must shall maintain the irregular surface pattern of a lift wall.
- Streetscape Contribution: Where provided employed, walls must shall make a strong visual edge with the streetscape to the satisfaction of the Town Manager or their designee. Walls along the front or the rear property lines must lay shall be laid within the Build-To-Zone as specified in the Fee Simple Residential Guidelines.
- Wall Surface: Planar, flat with visual expression of natural quarried or cut stone, east stone, or brick or stucco surrounds at openings. Stones employed in the wall construction must shall be varied in width, height, and form. The frequent use of smaller leveling stones (chinking) is encouraged.
- Prohibitions: The use of thin-set stone veneer products and stone laid in a pattern that is not a load bearing coursed pattern (such as mosaic stone patterns) shall be expressly prohibited.

Dimensions:

- Thickness: Eight (8) inches, minimum (except for the use of leveling stones wh

needed to maintain level coursing).

- Height: Six (6) feet; minimum, measured from the base of the wall at the intersection of the ground plane; First six (6) feet of walls shall be solid exclusive of allowable opacity listed on the following page.
- Prohibitions: The use of a uniform size or cut of stone shall be expressly prohibited.

Wall Cap:

- Material: Full width natural quarried stone. Random width natural quarried stone. Cut or dressed, full width natural quarried stone. Cut or dressed, random width natural quarried stone. Clay, half-round roof tile. A thin natural slate. Cast stone
- Articulation: The wall cap must be laid in a manner that engages the full width of the wall
- Prohibitions: The use of thin-set stone veneer products or concrete shall be expressly prohibited.

Stone Patterns and Coursing:

- Wall Face: Refer to "Retaining Wall Guidelines" for approved coursing patterns. All stones that are laid in a course must shall be laid in the wall as they would lay on the ground. The frequent use of leveling stones (~~chinking~~) is encouraged.
- Wall Corner: Wall corner must be laid so that the vertical courses interlock (Toothing), thereby showing the full dimension of the stones used. See Retaining Wall Guidelines for a more detailed explanation of corners. Corners are required to shall reflect the full depth of the stone and give the appearance of load bearing masonry.
- Prohibitions: Stacked mortar joints at any inside or outside corner or at the surround of an opening

Opacity:

- Void to solid ratio: No more than 40% percent of the wall area may be an opening. This percentage may be modified for special conditions pursuant to design review.

Wall Openings:

- Definition: Openings are defined as Pedestrian, allowing for walking traffic, Automotive, allowing for garage access and Decorative, which do not allow the passage of man or car but provide visual relief on the wall run.
- Width of Opening: The maximum width of a Pedestrian opening is 6 ft. The maximum width of an automotive opening is 16 ft. if opening serves five or more garages. If opening serves four or less garages, the opening is limited to 12 ft. wide. Pedestrian and automotive openings may be gated with a wood or iron gate. However, when a garage is within the Build-To-Zone (see residential development guideline) the wall opening may be the width of the driveway serving the garage door opening. All other motor entries shall be to a motor court which serves the garage.

ArticulationAdditional Standards:

- All wall openings shall have full natural quarried or cut stone, cast stone, or brick returns at openings.
- The incorporation of decorative natural stone shelves, niches and carvings into the wall facade is highly encouraged.
- All walls designed taller than 4 ft. in height are required to be approved and stamped by an engineer. All gravity walls must be designed or specified by a registered engineer.

Arches

Arches are defined as openings with headers. Arches may be a full round arch, segmented arch, elliptical arch, or a flat arch. An arch is composed of interlocking masonry units which structurally hold the arch shape in a compression assembly. Arches in Catalonia/Europe are generally not supported by a shaped metal angle unless the arch is of such a width that the public safety is served by inclusion of steel support. The Town may require steel support.

Material:

- **Material General:** All components that make up an arch shaped opening, including supporting walls or abutments, decorative columns, ring stones and keystones, can be natural quarried stone, cast stone, brick, timber, or iron.
- **Prohibitions:** The use of EIFS, wood siding, Hardiboard siding, concrete masonry units, marble, granite, fiberglass and metal panels.

Dimensions:

- **Thickness:** 6 in. minimum as viewed from the underside of the arch.
- **Height:** Height may vary with the use of natural stone. However, chopped stones are permitted and the use of such stones would generally lead to bigger stones at the spring point and the key. Joints between uncut masonry units used in the construction of an arch must be reasonably uniform. Wedge shaped joints are discouraged.

Coursing and Patterning:

- **Below the Arch Spring:** Cut, level, horizontally coursed stone, cast stone, or brick is required at all wall openings below arch spring lines and must continue the entire depth of the visible arch assembly.
- **The Arch:** Cut/ chopped, appropriately visually scaled, structural ring stones or, in flat arches, brick are required to make arched openings and must continue the entire depth of the visible arch assembly.

Articulation:

- **Shape:** Acceptable arch shapes are true or half round, segmental, flat and elliptical.
- **Structural Integrity:** Where employed, arches and arched openings, are required to be capable of supporting a structural load unless the Town requires steel support or the project engineer determines that a true structural arch is a threat to public safety in a particular design or use.
- **Arch Ring:** The arch ring may be segmented or carved from a single piece of stone.
- **Masonry Units:** For rounded arches made of unit masonry, individual stones can be site selected for natural wedge shape or be cut to wedge shape.
- **Scale Compatibility:** The actual scale of the arched supporting stones should be visually in tune with the perceived weight the actual arch is supporting and embody the character of the Catalanian/European archetype.
- **Returns:** All arched openings shall have full natural quarried stone, cut stone, cast stone, or brick returns at openings.
- **Archway Decorations:** The incorporation of decorative niches and carvings into the arch assembly is highly encouraged.
- **Corners:** Archway corners should be laid so that the courses interlock with wall coursing (Toothing), thereby showing the full dimension of the stones used. See Retaining

Wall Guideline for a more detailed explanation of corners. Corners are required to reflect the full depth of the stone and give the appearance of load bearing masonry.



Ornamental Metalwork

Ornamental metal is defined as metal stock used for the construction of gates, grills, handrails, guardrails, finials, roof ornamentation, shutter or door restraint, or other purposes where the workmanship of the metal is visible to the street.

Material:

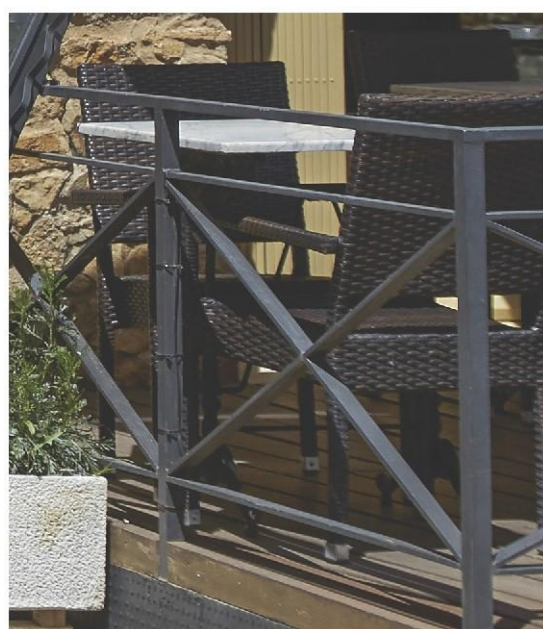
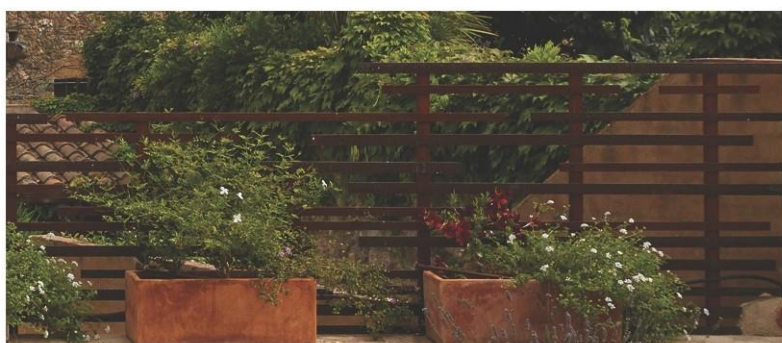
- Material general: Rustic, wrought iron appearance
- Material: Frames, grates, pickets, and structural components must appear to be Solid Bar Ferrous Metal (square, round, or other section). Structural tubular steel greater than 1/2" in diameter is allowed in areas visible to the street above the ground level.
- Panels: Panels must be metal plate.
- Finish: All metalwork finishes willshall be shop-applied oil rubbed, dark bronze, black iron, approved powder coating, or willshall give the appearance of another natural patina finish.
- Prohibitions: Brass or bronze unless approved prior to installation; polished brass and stainless steel finishes.

Dimensions

- Dimensions of all metalwork shall be appropriately scaled.
- Frames: Flat bar plate with 1/4 in thickness minimum
- Infill bars/ pickets: 1/2 in. minimum
- Panels: 1/4 in. min thickness

Articulation Additional Standards:

- Jointing: Welded or forged joints only. All welded joints are to be ground smooth.
- Other Decorative Treatment of Bar Stock: Twists or other manipulation of the bar stock, rosettes, circles, and other shapes which are employed to strengthen the metal fabrication are permitted.
- Mechanical fasteners are discouraged. Welded connections are preferred.



Gates

Gates are defined as opaque or see through passage doors at portal entries to activity or motor courts where such entry separates the court from a public way.

Wood Gates

Material:

- Approved Woods: Western Red Cedar, Spanish Cedar, Cypress, Alder or Mahogany
- Panels: All panels ~~are~~ shall be milled lumber
- Trim: All trim ~~is~~ shall be milled lumber or rough-cut cedar.
- Prohibitions: The use of sheet lumber (such as plywood, composite board or Masonite) for gate construction.

Dimensions:

- Frame Material Thickness: One-and-a-half (1 $1\frac{1}{2}$) ~~inches~~ minimum (includes all structural members and facing/ planking except where a panel design is used)
- Panel Material Thickness: Three-quarters (3/4) ~~inch~~ minimum set in with an authentic sticking detail (no applied panels with offset applied trim). Panels ~~can~~ may be butted boards set in a wood channel.

Hardware:

- Handles: Rustic, wrought iron in appearance with or without embellishment.
- Hinges: Exposed strap hinges or pin hinges with oil rubbed or black iron finish.
- Finish: Oil rubbed or black iron finish.
- Prohibitions: Hidden leaf hinges, bright brass or bronze finishes.

~~Articulation~~ Additional Standards:

- Edges: All edges are routed, carved, or rough sawn. No use of applied molding to create edge details.
- Surface Construction: Planar, flat with visual expression of composing lumber units (such as butted vertical boards).
- Jointing: Clear indication of connection such as visual expression of mortise and tendon and or mechanical / wrought fastener / rivet.
- Visual Expression of Structure: Clear visual expression of gate leaf and the structure supporting it (such as cross bucks or frame).

Metal Gates

Material:

- Frame and Structure: Solid Bar (e.g., square or round section), Iron or Ferris Wrought Iron, or structural tubular steel.
- Panels: Metal plate.
- Prohibitions: Aluminum, vinyl, or polymer.

Dimensions:

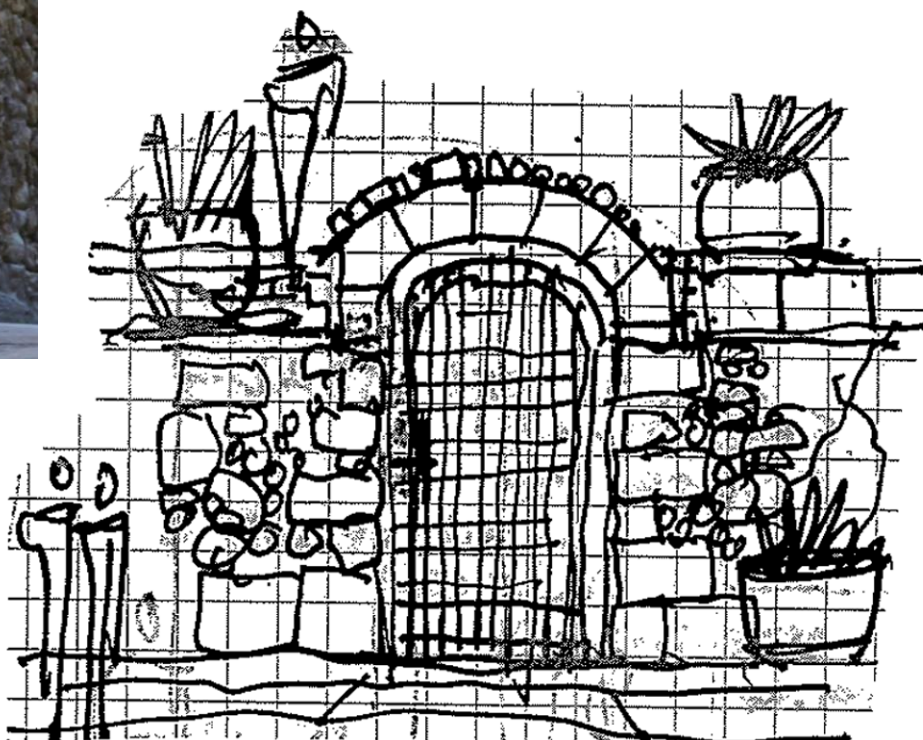
- Frames: One-quarter (1/4) inch thickness minimum flat plate or structural tubular steel with a minimum dimension of one-and-a-half (1-1/2) inches.
- Infill bars/ pickets: One-half (1/2) inch minimum.
- Panels: One-quarter (1/4) inch minimum.

Hardware:

- Handles: Rustic wrought iron with or without embellishment
- Hinges: Rustic, wrought iron exposed strap hinges or pin hinges. Integral welded hinges constructed as part of gate construction (such as tubular sleeves and pins) is also permitted.
- Finishes: Oil rubbed bronze or black iron finish.
- Prohibitions: Hidden leaf hinges, bright brass, bright bronze, or aluminum.

Articulation Additional standards:

- Jointing: Welded or forged joints only.
- Finials: Finials from solid stock and welded to solid or tube material.
- Finish: Oil finished iron or black painted iron (painted over a durable primer).
- Weld Joints: All welded joints are to be ground smooth.



Landscape:

- The approved Master Concept Landscape Plan and these [Design guidelines-Guidelines shall should](#) be used in [developing planning](#) all landscape designs [and their installation](#). ~~It is preferred the~~The landscape design [shall](#) uses drifted plant clusters instead of ornamental beds and [/_](#)or agricultural forms such as orchards or vineyards, [unless otherwise reviewed and approved by the Town Manager or their designee](#).
- Trees: Mission Olive, Live Oak, Lacebark Elm, Chinquapin Oak, Red Oak, Vitex, Redbud, Possumhaw Holly, Desert Willow, Texas Sabal Palm, Windmill Palms, Italian Cypress, Yaupon Holly, Eastern Red Cedar, Caddo, Big Tooth Maples, and Eastern Red Cedar Burkii, Brodie, and Taylor in confined areas.
- Shrubs and Lower Plants: Dwarf Sabal Palm, Bottle Brush, Dwarf Wax Myrtle, Dwarf Yaupon Holly, Compact Texas Sage, Salvia greggi, Cephalotaxus, Podocarpus, Coralberry
- Xeric Plant Material: Red Yucca, Sotol, Softleaf Yucca, Color Guard Yucca, Agaves, Mexican Feathergrass, Pink Muhlygrass.
- Tropical Perennials for Pots: Brugmansia, Hibiscus, Bougainvillea, Geraniums, Esperanza, Plumeria, Datura



Mission Olive



Live Oak



Possumhaw Holly



Compact Texas Sage



Feathergrass



Italian Cypress



Red Yucca



Pink Mulygrass



Agaves



Sotol





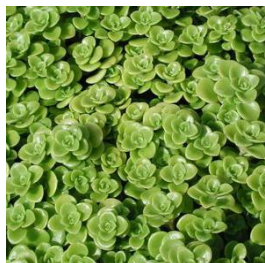
Lacebark Elm

Salvia Greggii

Softleaf Yucca

Color Guard Yucca

- Creeping Filler Plants: Sedums, Pink Skullcap, Pigeonberry, Trailing Rosemary, Oregano, Thyme, Trailing Lantana, Dwarf Katy Ruellia
- Vines: Crossvine, Confederate Jasmine, Evergreen Wisteria, Fig Ivy
- Perennials: Salvia species, Penstemon, Rudbeckia, Veronica, Blackfoot Daisy, Pavonia, Lantana, Turk's Cap
- Turf Grass: Buffalo grass, Thunder Turf, Bermuda grass, Lindheimer muhly grass, Little Bluestem, Sideoats Grama, and Indian grass



Sedum



Trailing Lantana



Fig Ivy



Lantana



Pink Skullcap



Dwarf Katy Ruellia



Salvia Species



Turk's Cap



Pigeonberry



Crossvine



Penstemon



Buffalo Grass



Trailing Rosemary



Confederate Jasmine



Rudbeckia



Thunder Turf



Oregano



Trumpet Vine



Blackfoot Daisy



Bermuda Grass



Thyme



Evergreen Wisteria



Pavonia



Veronica

Exterior Lighting:



Materials:

- Materials General: Rustic, and wrought iron appearance.
- Materials: Ferrous metal (square or round section) or structural tubular steel for all structural frames where a structural frame is required. Otherwise, the approved materials are: steel, copper or brass, zinc in structural sections or sheet forms as necessary to craft the light fixture. Pole type light standards may be cast or wrought iron. All light standards and fixtures placed in association with (or visible from) along a public right-of-way or that are visible from a public right-of-way must shall be approved by the Town Manager or their designee. Wall or ceiling mounted lighting must be mounted with a wrought iron attachment.
- Styling: Spanish and Arts and Crafts are appropriate design styles.
- Prohibitions: Polished brass and stainless-steel finishes.

Mounting:

- Exterior Lighting: Exterior lighting may be pole mounted, column mounted, wall mounted, ceiling mounted, hanging, or bollards.

Location:

- Facades: All building entry facades and connecting side building facades at corner conditions must have a minimum of one dark sky compliant exterior lighting fixture meeting the standards for the Outdoor Lighting as found in the Town's Code of Ordinances.

Dimensions:

- Residential: Pole mounted, column mounted, wall mounted and hanging residential lighting fixtures are required to have a minimum height of 16 inches, and a minimum width of eight (8) inches, excluding the ornamental top, bottom extension and mounting device.
- Residential Surface: Ceiling surface mounted residential lighting fixtures are required to have a minimum height of 12 inches, and width of eight (8) inches, excluding ornamental top and bottom extension and mounting device.
- Commercial: Pole mounted, column mounted, wall mounted and hanging commercial lighting fixtures are required to have a minimum height of 24 inches, and a minimum width of 12 inches, excluding the ornamental top, bottom extension and mounting device.
- Commercial Surface: Ceiling surface mounted commercial lighting fixtures are required to have a minimum height of 12 inches, and a minimum width of eight (8) inches, excluding the ornamental top, bottom extension, and mounting device.

ArticulationAdditional standards:

- Light Source: Exterior lighting may be electrified or gas fueled. Gas fueled lights are normally required to be larger than electrified lighting. The above referenced dimensions are for electrified lighting. Therefore, gas lights ~~will~~shall have to be larger in each residential and commercial condition unless otherwise UL certified for gas use.
- Entries: Residential and commercial exterior doors are required to be illuminated.
- Brackets: The use of decorative metal brackets for wall hung fixtures in a compatible design style and finish is encouraged at entrances. The use of decorative side scrolls is encouraged for wall mounted light fixtures.
- Dark-Sky: Except as otherwise reviewed and approved by the Town Manager or their designee for the illumination of a tower feature, a water feature, or other similar aesthetic feature, all~~All~~ exterior lighting ~~must~~shall comply with the provisions for outdoor lighting as found in the Town's Code of Ordinances~~local dark sky policy requirements with the exception of tower or water feature illumination which are approved on a case by case basis.~~
- Glazing: Approved glass options are Clear or Seedy. Frosted glass ~~is~~shall be expressly prohibited. However, street lighting may have frosted glazing to obscure energy efficient light source.
- Electric Light Source: Visible electric source must be decorative. Mini -fluorescent light sources that are visible from the public way are prohibited.

Public Art:

Subject to a recommendation from the homeowners' association or the property owners' association, as applicable, and review and approval by the Town Manager or their designee, all public art and private art within Entrada shall be subject to the following design criteria.~~The Public Art For Entrada and other areas of Westlake should apply a consistent set of criteria in evaluating works of public art—whether sited permanently or temporarily—that are offered to the town, as well as works that the Town or its units proactively seek to add to the public environment. Essential to these criteria are the following:~~

- Relevance of the piece to the building or the Town and city, its values, culture, and people; AND
- The aesthetic significance of an individual work of public art or private art, provided that such aesthetic.~~Aesthetic~~ significance refers to the extent to which the proposed piece manifests the distinctive qualities of historical, emerging, or developing trends in the media / venue represented; AND
- The significance of the artist or artists; AND
- The relative uniqueness of the work of art, including factors of originality and authenticity, without deviation from a standard of excellence; AND;
- The ethical position occupied by the work of art, including consideration of provenance; AND;
- The contribution an individual work of art can be expected to make to Town's developing collection of ~~public art~~ and culture; AND;
- Appropriateness to the site, including (for outdoor sites) appropriateness to the site's adjacent architecture, landscape architecture, and aesthetic hardscaping, and landscaping. Public art in the public domain should interpret the Public space by making its scale and form a more tangible experience; AND;
- Appear to have influenced the architecture that defines public space, semi-public space, or possess sufficient presence to influence the defining infill development; AND;
- ~~The appropriate use of public resources, including funding, staffing, etc.~~
- The ~~Town's~~ ability of the Town, the homeowners' association, or the property owners' association as applicable to ~~assure~~ ensure the proper long-term care of the individual work of ~~public~~ art, including security, conservation, and maintenance; AND
- The safety of the work of public art, as well as the safety of users interacting with it; AND
- Where works of art come as donations, the Town's ability to manage effectively the long-term stewardship of donor relationships.

VILLAGE CORE

Exterior Walls Building Façades:

Exterior walls Building façades are defined as the exterior building walls of all buildings within, courtyard walls, retaining walls, decorative and screening walls throughout Entrada.

Material:

- Material General: All building ~~facade~~ façades vertical walls are required to shall be primarily natural, quarried stone, and three-coat stucco, ~~cast stone, or brick in limited quantities.~~ The use of three-coat stucco shall not exceed 20 percent of the total building wall area, with each building façade being calculated independently. Fired clay brick and wood siding may only be used as accent materials and shall not exceed 10 percent of the total building wall area, with each building façade being calculated independently. Use of stucco in the building elevation is limited to 40% of the street visible elevations within any commercial project, any residential block where homes have a common wall, or any detached residence. A residential block is a cluster of five lots or block of contiguous residential units.
- Prohibitions: The use of Exterior Insulating and Finish Systems (E.I.F.S.), fiberglass, metal, and /or metal panels vinyl.
- Conditional Material Variances: The use of plaster, wood siding, Hardiboard siding, textured concrete masonry units, marble, granite, and/or tile may be considered on a case by base basis cast stone on non-residential and mixed-use construction within the Building Height Waiver Sub-Area, shall be subject to review and recommendation by the Planning and Zoning Commission and approval by the Town Council. Cast stone and cut stone may only be used around openings for doors and openings for windows and shall be subject to review and approval by the Town Manager or their designee.



Dimensions:

- The dimensions for natural stone shall be as provided for retaining walls. Refer to Retaining Walls: See guideline for Retaining Walls to address this issue.

Coursing and Patterning:

- Refer to Retaining Walls Coursing: Refer to Retaining Wall Guideline The coursing for approved natural stone shall be as provided for retaining walls as found in the Retaining Walls Guidelines coursing patterns. All stones laid in a course must be laid in the wall as they would lay on the ground. All stone should be coursed with chinking material used as course leveling where required.
- Patterning: ~~Stone~~ The natural stone patterns shall vary to a certain extent to mimic the generational masonry changes that would naturally occur in a Catalan or Southern European village.
- Prohibitions: River rock rubble, and overly regulated ashlar patterns as well as and mosaic patterns shall be expressly prohibited.

Opacity Openings:

- Void to solid ratio The front building façade (i.e., the building façade with the principal

entrance as is defined in the PD 1-2 Ordinance) shall have a limit for openings for doors and openings for windows:

- Residential: ~~40% void~~ Shall have no less than 15 percent and no more than 40 percent of the total building wall area used for openings for doors and openings for windows.
- Non-residential and Mixed-use Commercial (upper stories and non-retail first floor only): ~~50% void~~ Shall have a minimum of 70 percent of the first floor building façade as measured between the finished floor and the finished ceiling used for openings for doors and openings for windows.
- Non-residential and Mixed-use above the first (upper floor(s): Shall have a maximum of 470 percent of the total building wall area used for openings for doors and openings for windows. ~~% void~~
- A minimum four-inch post shall separate multiple windows in the same rough opening to the satisfaction of the Town Manager or their designee.
- ~~Retail first floor: 65% void~~

Articulation**Additional standards:**

- Relation to the Street: Where employed, all building façades walls must shall make a strong edge with the street-scape in order to define and to support the public realm and the semi-public realm to the satisfaction of the Town Manager or their designee. Building Walls along the front or rear property lines must shall lay within the Build--To-Zone as specified in the Residential Development Guidelines.
- Surface: Planar, flat with visual expression of natural quarried stone, cast stone, brick, or cut stone surrounds at openings.

- Openings: All [wall-building façade](#) openings shall have full natural quarried stone, cast stone, brick, or cut stone returns at openings. In stucco walls, stucco returns are acceptable.
- Decorative Applications: The incorporation of decorative natural stone shelves, niches and carvings into the [wall-building](#) facade is [permitted and recommended](#)~~highly encouraged~~.
- Corners: When using stone, wall corners [must shall](#) be laid so that the vertical courses interlock (Toothing), thereby showing the full dimension of the stones used.
- Prohibitions: Stacked joints at inside corners, outside corners, and intersection with wall openings.



All brick and natural stone exterior finish materials used on building façades, courtyard walls, and retaining walls shall not be painted and retain their integral color. Stucco and wood exterior finish materials only may be painted. ~~Painted or integrally colored~~ All painted surfaces should complement the shall be selected color palette provided in below. Equivalent colors or other colors shall be subject to a review and recommendation from the Planning and Zoning Commission and approval by the Town Council.





Restrained Gold SW 6129



Svelte Sage SW 6164



Avid Apricot SW 6639



Library Pewter SW 0038



Sierra Redwood SW 7598



Enduring Bronze SW 7055



Basil SW 6194

Towers

Location:

- Architectural Engagement: Towers or other vertical architectural elements ~~are recommended to be engaged with another structure~~ may be provided to stimulate visual interest and reinforce the unique community identity of Entrada.

Material:

- Tower Walls: ~~All tower facade vertical walls can~~ The building façades of all towers shall be natural quarried stone, cast stone, or cut stone. Other materials may be permitted at the third story and above, provided they have the appearance of the materials noted above and shall be subject to review and approval by the Town Manager ~~allowed above the second story upon review and approval of proposed design.~~ Wood may be used as accents on the tower walls.
- Prohibitions: The use of wood siding, ~~Hardiboard~~ cementitious fiber board siding, CMU visible concrete masonry units, marble, granite, fiberglass and metal panels.
- Tower Roof: Genuine, natural clay, color fast, 2-piece Mission barrel tile.
- Allowable color blends: See Roof Guidelines.
- Maximum roof slope: ~~unlimited~~ Unlimited, subject to review and approval by the Town Manager or their designee.
- Roof Form: Roof shapes may be hipped, domed or flat.
- Prohibitions: The use of dormers and metal roofing panels.

Dimensions:

- Thickness: Four (4) inches, minimum for all stone veneer. Other thicknesses may be allowed ~~above the second story at the third floor and above~~ upon review and approval of the proposed design by the Town Manager or their designee. (See Stone Wall Guidelines).

Wall Coursing and Patterning:

- Cut Stone Coursing Patterns: Cut, level, horizontally coursed stone, cast stone, or brick is required at all wall openings, door surrounds, window surrounds and building corners. In stucco walls, stucco returns may be allowed upon review and approval of proposed design.
- Natural Stone Coursing Pattern: See Stone Wall Guidelines.
- Corners: See Stone Wall Guidelines.
- Prohibition: Mosaic stone patterns or other non-load bearing masonry patterns

Opacity Openings:

- ~~Void to solid ratio~~ Limitation: No more than 40% percent of one (1) face of the tower wall area may be used for openings for doors and / or openings for windows ~~void~~.

Articulation:

- Landmark Status: The Tower(s) at Entrada are landmarks for the Town of Westlake as well as the development. As such, an attenuated proportion and decorative conclusion at the top is essential. The profile of the Tower, as well as its close up elevation, should be recognizable. Tower walls ~~should~~ shall emphasize a vertical composition to the satisfaction of the Town Manager or their designee.
- Surface: Planar, flat with visual expression of natural quarried stone, cut stone, cast stone, or brick surrounds at openings. In stucco walls, stucco returns may be allowed upon review and approval of proposed design by the Town Manager or their designee.
- Openings: All wall openings shall have full natural quarried stone, cut stone, cast

stone, or brick returns at openings. In stucco walls, stucco returns ~~shall be permitted are acceptable~~.

- Decoration: The incorporation of decorative natural stone shelves, niches and carvings into the wall facade is highly encouraged. The incorporation of statuary is encouraged.
- Corners: Corners of the first two (2) stories of the tower are required to reflect the full depth of the stone and give the appearance of load bearing masonry. Cut stone corners

must be toothed into (coursed with) natural stone masonry in a manner that makes a structural and decorative edge.

- Bells: Bells may be placed in all towers, but the use of amplified speaker systems ~~is~~shall be expressly prohibited.
- ~~Finials~~: Decorative metal finials are allowed at all tower roof peaks and, if used, ~~are~~ required to shall meet the requirements outlined in the Ornamental Ironwork Guidelines.
- Hip Ridges: Hip ridges ~~are required to have~~ shall require a mortar build up, of sufficient height, to allow field tile to butt into the mortar yet allowing ridge tiles to be vertically separated from the field tiles. Ends of hip ridges are required to use layers of tiles to match mortar build up.
- Building Mechanical Screening: ~~Building Mechanical~~ mechanical equipment ~~is required to shall~~ be screened on all ~~and must not be visible from public right of ways~~.
- Roof penetrations: Plumbing roof penetrations ~~should shall~~ be limited, and they shall not be visible from any street, civic space or canal. All plumbing vent piping must be painted to match roof color and have a low profile.
- Prohibitions: Visible cell phone relays.
- Concealment of cell phone relays ~~must shall~~ not create additional architectural forms or devices that are not normally part of a tower design that did not require such screening.

Door Surrounds

Door surrounds are defined as the decorative articulation of a door opening. The door surrounds are the decorative frame which define the portal and presents the door or gate.

Materials:

- **Lentil Material:** Door lintels must be structural and are required to be single piece full width natural quarried stone, single piece full width heavy timber, cast stone, or brick that appears to be structural. Brick is allowed only when used in arches. Arches, including segmented arches and flat or jack arches, are allowed over openings. In stucco walls, expressed lentils may not be required upon review and approval of proposed design by the Town Manager or their designee.
- **Lentil Prohibitions:** The use of natural thin set stone veneer products and man-made thin set stone, plaster, EIFS, wood siding, cementitious fiber board siding, ~~concrete masonry units~~CMU, marble, granite, fiberglass and metal panels. The use of exposed steel angle lintels is expressly prohibited unless required by the project engineer (or the structural engineer) for life safety purposes and approved by the Town Manager or their designee.
- **Jamb Material:** All door surround jambs are required to be natural, quarried stone, cast stone, or brick. In stucco walls, stucco jambs may be acceptable upon review and approval of proposed design.
- **Jamb Prohibitions:** The use of natural thin set stone veneer products, man-made thin set stone, stucco, plaster, EIFS, brick, wood siding, ~~Hardiboard~~cementitious fiber board siding, ~~concrete masonry units~~CMU, marble, granite, fiberglass and metal panels.

Dimensions:

- **~~Primary-Principal~~ Entrance Recess:** Doors ~~must shall~~ be recessed a minimum of eight (8) inches from face of door to face of door surround. Each principal building shall require a principal entrance as defined in the PD 1-2 Ordinance.~~A minimum of one Primary Entrance is required per building.~~
- **Stone Lentil Dimension:** Stone lintels ~~are required to shall~~ be eight (8) inches tall minimum.
- **Wood Lentil Dimension:** Wood lintels ~~are required to shall~~ be eight (8) inches tall minimum.
- **Stone Lentil Bearing Support:** Stone lintels are required to overlap the supporting jamb by a minimum of six (6) inches.
- **Wood Lentil Bearing Support:** Wood lintels are required to overlap the supporting jamb by a minimum of six (6) inches.
- **Brick Lentil Bearing Support:** Brick lintels are required to overlap the supporting jamb by a minimum of six (6) inches.

Coursing and Patterning:

- **Stone:** Stone lintels may be cut square, or be more free form in their shape.
- **Wood:** Wood lintels ~~are required to shall~~ be level and interlocked with horizontally coursed stone or brick.
- **Jamb:** Cut, level, horizontally coursed natural stone or brick is required at all door jamb openings. In stucco walls, stucco jambs are acceptable upon review and approval of the proposed design.

ArticulationAdditional Standards:

- **Styling:** Door surround designs ~~should shall~~ be compatible with the design of the building the entrance serves.
- **Relation to Structural Purpose:** Door lintels ~~are required to shall~~ be capable of supporting

- **Arched Lentils:** Arched door lintels may be segmented or carved from a single piece of stone.
- **Scale of the Surround:** The actual scale of the door surround should be visually in tune with the perceived weight the actual surround is supporting. There should be a clear visual sense that the weight of masonry over the opening and can be structurally supported by the surround.
- **Decoration:** The incorporation of decorative niches and carvings into the door surround is highly encouraged.



Window Surrounds

Materials:

- Window Lintel: Window lintels may be single piece full width natural quarried stone, single piece full width heavy timber, cast stone, terra cotta, or brick that is structural or that appears to be structural. Brick is allowed only when used in arches. Arches, including segmented arches and flat or jack arches, are allowed over openings. In stucco walls, expressed lintels may not be required upon review and approval of proposed design by the Town Manager or their designee.
- Lintel Prohibitions: The use of natural thin set stone veneer products and man-made thin set stone, EIFS, wood siding, Hardiboard-cementitious fiber board siding, concrete-masonry units CMU, marble, granite, fiberglass and metal panels; the use of exposed steel angle lintels unless required by the project engineer for life safety purposes and approved by the Town.
- Window Jambs: All window surround jambs, are required to be natural, quarried stone, cast stone, or brick. In stucco walls, stucco jambs may be acceptable upon review and approval of proposed design.
- Jamb Prohibitions: The use of natural thin set stone veneer products, man-made thin set stone, EIFS, wood siding, Hardiboard-cementitious fiber board siding, and fiberglass.
- Window Sills: All window sills are required to be natural quarried stone, cast stone, terra cotta, or brick.
- Sill Prohibitions: The use of natural thin set stone veneer products and man-made thin set stone, EIFS, wood siding, Hardiboard-cementitious fiber board siding, concrete-masonry units CMU, marble, granite, fiberglass and metal panels.

Dimensions:

- Window Recess: Windows must be recessed a minimum of six (6) inches from face of window sash to face of exterior surround.
- Stone Lintel: Stone lintels are required to be eight (8) inches tall minimum.
- Wood Lintel: Wood lintels are required to be eight (8) inches tall minimum.
- Brick Lintel: Brick lintels are required to be eight (8) inches tall minimum.
- Cast stone Lintel: Cast stone lintels are required to be eight (8) inches tall minimum.

Coursing and Patterning:

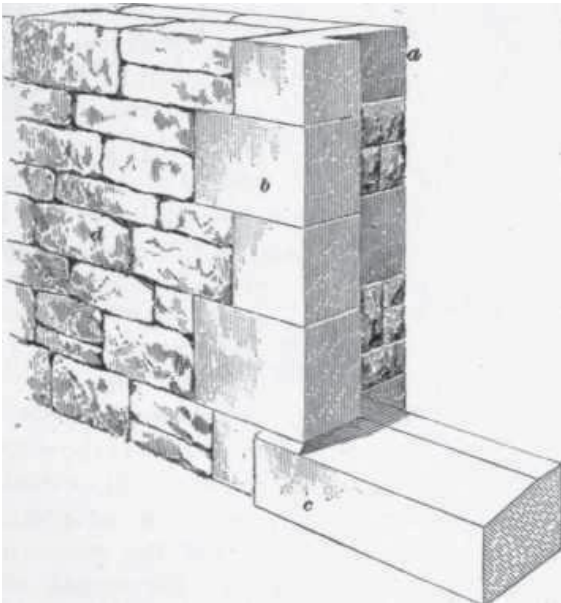
- Stone Lintels: Stone lintels may be cut square or be more free form in their shape.
- Wood Lintels: Wood lintels are required to shall be level and interlocked with horizontally coursed stone.

Jambs:

Cut, level, horizontally coursed stone, carved natural stone, cast stone, stucco, or brick is required at all window jamb openings. Full window surrounds are encouraged but not required based upon review and approval of proposed design.

Articulation:

- Surrounds: Window surround designs should be compatible with the design of the building the window serves.
- Wood Lentils: Window lintels are required to appear to be capable of supporting a structural load.
- Arched Lentils: Arched window lintels may be segmented or carved from a single piece of stone or be made of cast stone.
- Scale: The actual scale of the window surround should be visually in tune with the perceived weight the actual surround is supporting.
- Decoration: The incorporation of decorative niches and carvings into a window surround is highly encouraged.



Exterior Doors

Exterior Doors are defined as passage between the exterior and interior of any residential or non-residential space (conditioned or unconditioned).



Commercial Exterior Entrances

Material:

- General: All primary, exterior entrance doors and frames are required to be wood, iron, or pre-finished black or dark bronze aluminum. All aluminum storefront frames are required to have a stepped profile trim. Commercial exterior entrances are allowed to be frameless glass upon review and approval of proposed design.
- Wood: Approved woods are Oak, Alder, Poplar, Cypress, Clear Pine, Clear Cedar, Cherry, Teak or Walnut.
- Wood Production: All units are milled or rough cut lumber
- Wood Trim: All trim is milled lumber or aluminum clad milled lumber.
- Prohibitions: Plywood, composite board, vinyl, stamped or formed metal, or fiberglass.
- Iron: Rustic, wrought iron appearance
- Iron Production: Frames constructed with structural tubular steel. All panels must be iron plate. All ironwork finishes [will shall](#) be oil rubbed bronze, dark bronze, or black iron.
- Iron Prohibitions: Polished brass and stainless steel finishes and stamped or formed steel/ iron.

Dimensions:

- Wood Door Thickness: 1 3/4 in. minimum.
- Wood Panels: 3/4 in. minimum set in with an authentic sticking detail. Panels can be butted boards set in a wood channel.
- Wood Stiles: 4 1/2 in. minimum
- Wood Top Rail: 4 1/2 in. minimum.
- Wood Bottom Rail: 7 1/2 in. minimum.
- Iron Frames: Flat bar plate with 1/4 in thickness minimum or structural tubular steel
- Iron Infill bars/ pickets: 3/8 in. minimum
- Iron Panels: 3/16 in. min thickness

Opacity

- Void to solid ratio: None specified
- Glazing: Glazing is preferred to be 1/2 and 3/4 light panel styles.

Articulation

- Wood Edges: All edges are routed, carved, or rough cut.
- Frames: Frames and doors are required to be recessed a minimum of 8 in., from face of frame to face of door surround in primary entrances only.
- Surface: Planar, flat with visual expression of composing lumber units (such as butted vertical boards).
- Jointing: Clear indication of connection such as visual expression of mortise and tendon and or mechanical/ wrought fastener/ rivet.
- Glazing: Glazed areas must have divided lites. Divided lites may be achieved by surface applied muntins at least 1/2" deep and 1" wide at both the interior and exterior. Glazed openings in the door are not required to have an approved decorative iron grille. Glazing is limited to clear or seeded finish.



Commercial Exterior Service Doors

Material:

- General: Exterior, service and back-of-house doors and frames, are defined as Commercial Exterior Service Doors.
- Material for Qualifying Doors: Exterior, service and back-of-house doors may be hollow metal, heavy gauge aluminum or steel, or wood. Other materials may be allowed on a case by case basis.
- Frames: Frames for service doors may be dark bronze or black metal.

Dimensions:

- Door Thickness: 1 3/4 in. minimum.
- Frame Thickness: 2 in. minimum.
- Gauge: 20 ga.
- Door Height: 8 ft. maximum.
- Door Width: 10 ft. maximum per opening.

Opacity:

- Void to solid ratio: Glazing is prohibited in exterior service doors, except where used as a security window.

Articulation:

- Surface: All exterior service and back-of-house doors that are not visible to the street may be flush front doors with welded connections. Doors visible to the street must have an articulation that is similar to other doors that are visible to the street (panel, etc.) per photos on the following page.
- Mechanical Grilles: Mechanical grilles mounted within the door are allowed but must be painted to match door finish. Mechanical grille sizes are limited to 40% of the surface area of each door.
- Prohibitions: Wrap-around frames on exterior walls.



Commercial Exterior Door Hardware

Exterior Door Hardware is defined as passage sets, lock sets, locks, kick plates, pull handles, emergency exit bars, hinges, and sills associated with residential or commercial entrances as well as garage doors and commercial exterior service doors.

Materials:

- General: Ferrous metal (square or round section) or heavy gauge formed steel with welded joints
- Surface: Rustic wrought iron appearance
- Styling: Spanish and Arts and Crafts are appropriate design styles.
- Finish: All hardware finishes ~~will~~shall be oil rubbed, dark bronze or black iron or other natural patina finish.
- Thresholds: Thresholds are milled timber, natural stone, cast stone, or dark bronze or black anodized metal.
- Prohibitions: Brass or bronze material; polished brass and stainless steel finishes

Door Entry Sets:

- Handle: Doors must have a lever or large handle pull operating system.
- Back Plates: Minimum 8" high back plates are required with the operating system of choice.
- Prohibitions: Round knobs

Hinges:

- Hinge Type: The use of H-shaped hinges, butt hinges with decorative finials, or strap hinges is required if seen on the exterior.
- Prohibitions: If visible from the exterior, the use of butt hinges without decorative finials

Accessories:

- Metal Strapping: The use of decorative wrought iron strapping in a compatible design style and finish is encouraged at the primary commercial entrance.
- Decorative Elements: Decorative studs, antique nails and door buttons in a compatible design style and finish are appropriate and permitted.
- Kick Plates: Wrought iron or plate steel kick plates in a compatible design style and finish are permitted.



Exterior Windows

Exterior Windows are defined as the frame, casement, sash, sill, jamb, head, and glazed lites of glazed openings in an exterior wall separating interior space from the exterior.

Residential and Commercial (commercial windows are any glazed opening in commercial structure that is not designated as "store front")

Material:

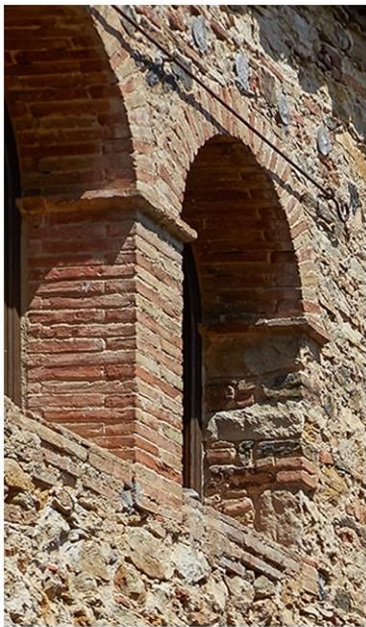
- General Material: All residential window frames are required to be wood or prefinished aluminum clad wood units. Commercial windows are allowed to be dark bronze or black anodized aluminum with an edge dimension similar to residential windows.
- Wood Material: Approved woods are Alder, Oak, Poplar, Cypress, Clear Pine, Clear Cedar, Cherry, or Walnut.
- Prohibitions: Plywood, composite board, vinyl and fiberglass

Glazing:

- Divided Lites: Glazed areas must have divided lites. Divided lites may be achieved by surface applied muntins at least 1/2" deep and 1" wide at both the interior and exterior.
- Finish: Glazing is limited to a clear or seeded finish.

Articulation

- Edges: All edges are routed or carved, or applied prefinished aluminum trim with stepped profile.
- Divided Lites: Glazed areas must have divided lites. Divided lites may be achieved by surface applied muntins at least 1/2" deep and 1" wide at both the interior and exterior.



Retail Storefronts

Retail Storefronts are defined as the glazed retail display windows associated with retail establishments.

Location:

- Within Building: Ground level retail storefronts or second floor balconies or colonnades

Material:

- Frames: All window frames are required to be wood, aluminum clad wood units or prefinished aluminum.
- Wood Material: Approved woods are Alder, Oak, Poplar, Cypress, Clear Pine, Clear Cedar, Cherry, or Walnut.
- Wood Production: All wood units are milled lumber or aluminum covered milled lumber.
- Trim Production: All trim is milled lumber, aluminum clad milled lumber or prefinished aluminum with stepped profile.
- Prohibitions: Plywood, composite board, vinyl, or fiberglass
- Glazing: Clear or seeded glass is allowed or tinted glass upon approval. Spandrel glazing is allowed in appropriate locations.

Articulation

- Edges: All edges are routed or carved, or applied prefinished aluminum trim with stepped profile.
- Divided Lites: Glazed areas must have divided lites. Divided lites may be achieved by surface applied muntins at least 1/2" deep and 1" wide at both the interior and exterior.



Gallery and Porch Soffits

Gallery and porch soffits are the closure of the underside of a flat or arched cover or projected overhang. The soffit includes any beaming or bracketing that supports the closure.

Materials:

- General: Approved materials include natural, quarried stone, two layer stucco on solid masonry, three layer stucco on lath, plaster on solid masonry, plaster on lath, or heavy timber beams with milled tongue and groove decking.
- Wood Material: Approved woods are Alder, Western Red Cedar, Spanish Cedar, Cypress, or Mahogany.
- Prohibitions: The use of natural thin set stone veneer products and man-made thin set stone, brick, Hardiboard, concrete masonry units, marble, granite, fiberglass and metal panels.

Dimensions:

- Wood Beams: 4 in. x 6 in. minimum. The 6 in. dimension listed is the width of the beam, not the visible depth.
- Wood Decking: 1 x 4 tongue and groove.

Articulation:

- Design: Soffit designs may be flat, arched, vaulted, groin vaulted, or combinations of approved designs.
- Structural Integrity: Where employed, wood beams and decking are required to be capable of supporting a structural load.
- Decoration: The incorporation of decorative elements, painted designs, reliefs or carvings in the soffit assembly is highly encouraged.
- Coordination of Control and Expansion Joints: In assemblies that require control or expansion joints, care should be used to align joints with structural elements and other significant architectural interactions. The placement of control joints should visually reflect the scale of the height and width the soffit area. Control joints may be incorporated to create decorative patterns including diagonal or diamond shapes on the soffit plane.
- Venting: Requirements for soffit venting, where possible, should be located in inconspicuous areas such as reveals, coves or material intersections

Pitched Roofing

Materials:

- Material general: Genuine, natural clay, color fast, 2-piece Mission barrel tile
- Allowable color blends: Allowable color blends shall be those which substantially match the sample roof assembly approved by the Town. Deviations from the approved sample(s) must be approved by the Town.

Location:

- All pitched roofs.

Dimensions/ Slope:

- Maximum roof slope: 6:12, unless otherwise approved

Roof Shapes:

- Gable: The preferred roof shape is gabled. Hip style roofs are discouraged and only allowed in situations where a hip is necessary to mechanically execute the roof in an efficient manner. Multi-level complex roof line profiles should be used when possible. The objective is to have discrete roof forms and clearly articulated, simple roof planes.
- Prohibitions: The use of dormers, unless otherwise approved; and wild pitches, sloping ridges, and cut off hips as a means of solving roof closure designs.

Articulation:

- Mortar Build Up: Gable and hip ridges are required to have a mortar build up of sufficient height to allow field tile to butt into the mortar yet allowing ridge tiles to be vertically separated from the field tiles.
- Ridges and Gable Ends: Ends of gable and hip ridges are required to use layers of tiles to match mortar build up.
- Field Tiles: Field tiles can have random mortar boosts.
- Closure: If acceptable to roof manufacturer and able to be warrantied, the closure of barrel tile at the eave is allowed to be mortar in lieu of matching bird stop.
- Screening: Mechanical equipment is required to be screened and must not be visible from public right of ways.
- Roof Penetrations: Plumbing roof penetrations should be limited and should not be visible from public right of ways. All plumbing vent piping must be painted to match roof color.



Flat Roofing

Materials:

- **Materials General:** Flat Roofs may be a built up bituminous roof or a membrane roof system installed. Installation shall conform to manufacturer's specification and qualify for manufacturer's warranty. A minimum pitch, flat seam metal roof may be used where a flat roof is desired.

Location:

- **Non-residential Structures:** Flat roofs may be employed in larger non-residential structures where such roofs allow execution of a pitched roof elevation that is more typical of the Catalonian/European archetype. In such cases, the flat roof segment of the construction must be concealed behind pitch roof forms that act as a type of parapet.
- **Residential Structures:** Flat roofs may be used on accent and subordinate architectural forms.

Articulation:

- **Parapet:** All flat roof conditions, not screened by pitched roof forms, are required to have parapet with a minimum height of 12 in.
- **Parapet Cap:** All parapet walls are required to be capped with natural or cast stone and appropriate flashing and counter flashing. Mechanical equipment located on flat roofed areas is required to be screened and must not be visible from public right of ways.
- **Roof Penetrations:** Plumbing roof penetrations should be limited. All plumbing vent piping must be painted to match roof color.



Building Cornices

A building cornice is defined as a horizontal decorative molding that closes the connection between the vertical exterior wall and roof edge or roof edge cap.

Materials:

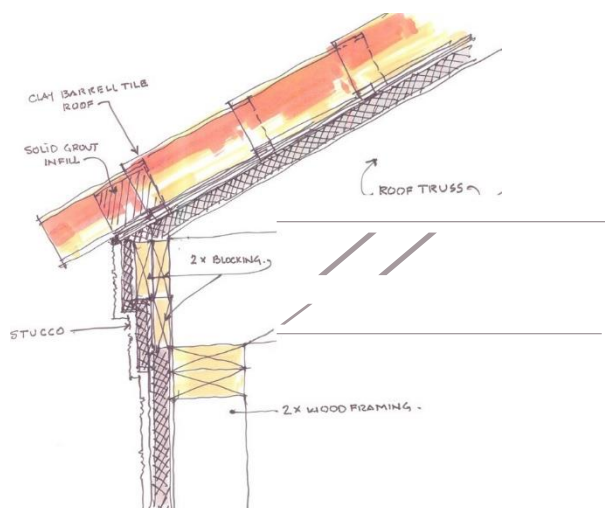
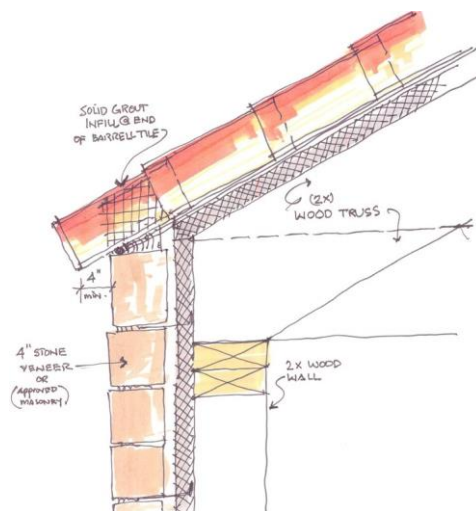
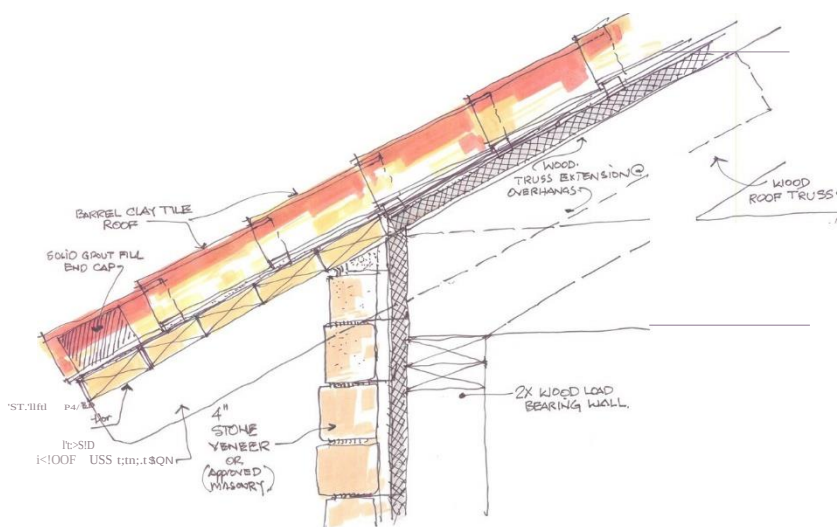
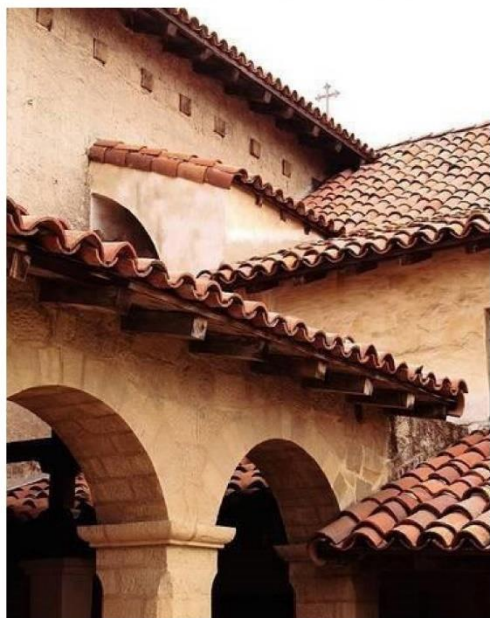
- Cornices without a Roof Overhang: Approved materials include natural quarried stone, cast stone, natural clay tile and barrel mission natural clay roof tile. This cornice is accomplished with minimal use of a fascia board.
- No Roof Overhang Condition Prohibitions: The use of Hardiboard, concrete masonry units, marble, granite, fiberglass and metal panels and the use of enclosed or boxed cornices
- Cornice with a Roof Overhang: Heavy timber beams with milled tongue and groove decking. Approved woods are Alder, Western Red Cedar, Spanish Cedar, Cypress, or Mahogany.
- Roof Overhang Condition Prohibitions: The use of concrete masonry units, marble, granite, fiberglass and metal panels; flat soffits, visible masonry pockets.

Dimensions:

- Wood Beams: Beams: 4 in. x 6 in. minimum.
- Wood Decking: 1 in. x 4 in. x 3/4 in. tongue and groove.

Articulation:

- Styling: It is the intent of this guideline to maintain the appearance of load bearing masonry construction by minimizing a traditional "masonry pocket" common to masonry veneer construction. The diagrammatic cornice/eave details on page 53 illustrate this intent. A traditional masonry pocket detail is prohibited and use of a detail consistent with the diagrams on page 53 is encouraged.
- Projected Detail: Traditional stone cornices often featured projecting coursed stone, clay tile, brick, and/or clay roofing tile accents. Cast stone is also allowed.
- Wood Timbers: The use of decorative heavy timber wood rafter tails and corresponding milled wood decking is another design option. Wood rafters allows for larger overhangs. Where employed, wood rafters and decking are required to be capable of supporting a structural load.
- Scale of Wood Rafters: The actual scale of the wood rafters should be visually in tune with the perceived weight the actual assembly is supporting.
- Full stone cornices: Natural quarried stone and cast stone assemblies are required to be capable of supporting a structural load.
- Roof Tile Cornice: The use of roof tile in the cornice design is highly encouraged.
- Decoration: The incorporation of decorative elements, painted designs, reliefs or carvings in the soffit assembly is highly encouraged.
- Coordination of Expansion and Control Joints: In assemblies that require control or expansion joints, care should be used to align joints with structural elements and other significant architectural interactions.
- Incorporation of soffit venting: Requirements for soffit venting, where possible, must be located in inconspicuous areas such as reveals, coves or material intersections.
- Intent: Load-bearing masonry wall appearance through construction details which yield a masonry closure similar in visual effect to that indicated in the images on the following page. Conventional masonry pocket details are prohibited.
- Roof tile closure at the soffit edge shall be mortar filled. Plastic bird stops are prohibited.



Fireplaces and Chimneys

A chimney is defined as any externally visible portion of the firebox and flue assembly of a fireplace.

Materials:

- **Materials General:** Fireplaces or flue containments must be full masonry construction or Isokern modular masonry fireplace systems. Metal inserts are allowed where fireplaces must be built over or above any wood-frame structural component such as a basement span or upper floor wood framing member. Exterior chimneys are required to be full masonry.
- **Full masonry** shall mean the building of structures from individual units laid in and bound together by mortar. Full masonry is installed by a mason as opposed to material that is spread onto or adhered to a supporting structure.

Fireplace and Chimney Locations:

- **Chimney:** While a fireplace is not required, each residential unit or commercial building is required to have a minimum of one chimney. All chimney exterior facades are required to be full masonry.
- **Prohibitions:** The use of man-made products at chimney exterior assemblies. Cast stone is allowed.
- **Chimney Cap:** Spark arrestors are required to be contained within full masonry construction. All chimneys are required to have a decorative chimney cap.

Articulation:

- **Variety in Appearance:** Chimney design may vary from utilitarian to highly ornate.
- **Use of Roof Tiles:** Chimneys topped with tile roofs are encouraged.
- **Chimney Pots:** The use of natural clay chimney pots topping the chimney is allowed.
- **Decorative Openings in the Cap:** Clay tile framed chimney openings or decorative portals, both decorative and practical, are desired. Stone arched openings are encouraged at chimney crowns.

Gutters, Downspouts, Collection Boxes and Scuppers

Material:

- Material General: All gutters, gutter hangers, downspouts, downspout wall clips, scuppers and collection boxes are required to be prefinished galvanized Kynar 500 or Hylar 500 aluminum, minimum 20 gauge, in dark bronze or metallic copper or authentic copper.

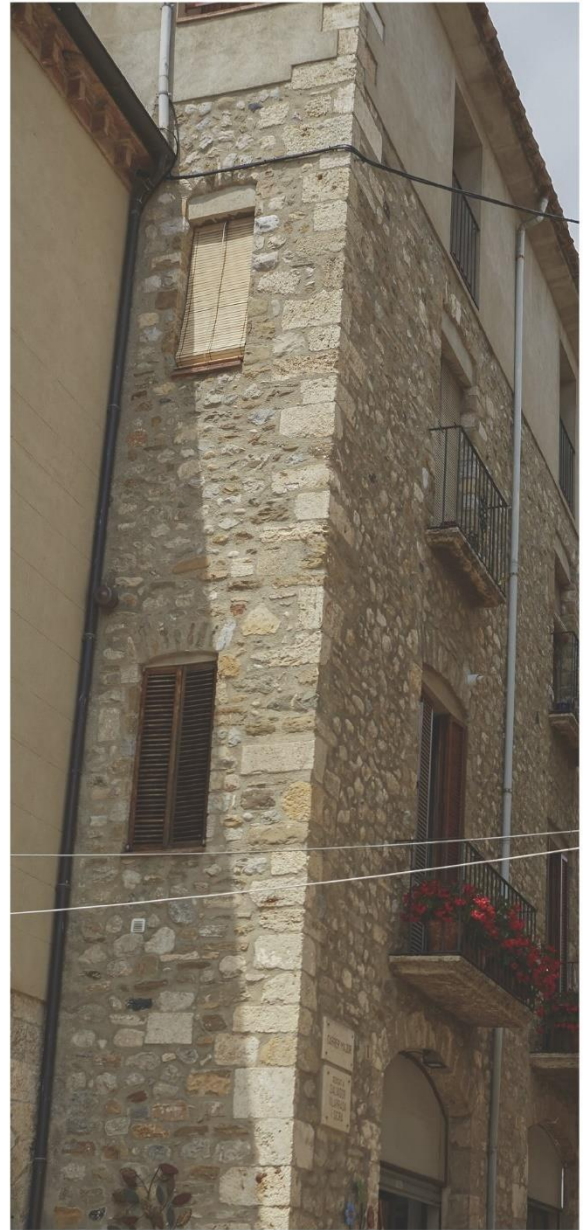
Dimensions and Shape

- Gutters, if provided: 6 in. minimum half-round profile.
- Downspouts: 4 in. minimum plain round.
- Elbows and Bends: 4 in. minimum plain round.

Articulation:

- Gutter Jointing: All horizontal joints are required to be soldered, or mechanically fastened and concealed with similar metal straps, except for expansion joints.
- Downspout Jointing: Vertical downspout sections, elbows and bends may be slip jointed and/or riveted if rivets are concealed. Collection boxes are permitted in the vertical downspout assembly.
- Gutter End: All joints must be soldered or mechanically fastened and concealed with similar metal straps.
- Gutter Hangers: All gutters are required to be supported by compatible roof mounted strap hangers. The use of fascia hangers is prohibited.
- Concealed Gutters: In lieu of exposed gutters and downspouts, gutters may be built into the eave assembly provided that the resulting eave/cornice detail is compatible with the Catalonian/European archetype.
- Scuppers: Thru wall parapet scuppers are required to be covered by decorative collection boxes. Overflow scuppers are exempted from this requirement.
- Fasteners: All visible screws, nails or bolts used to connect downspouts or collection boxes to their surrounding substrate must be of compatible style, finish and appearance.





Balconies

Balconies are defined exterior platforms enclosed by a wall or balustrade which extends from the upper floor of a building. Juliet balconies do not protrude from the building, but include a balustrade only at the front.

Assemblies:

- Concrete Section: Concrete slab with or without stone, steel or wood support brackets. Exposed concrete, tile or other approved materials are acceptable as the floor finish
- Steel Section: Steel grate or plate floor with stone, steel or wood support brackets. Steel decked balconies may also incorporate a concrete topping slab as a finished surface or as a supporting substrate for tile or other approved material.
- Wood Section: Wood decking floor with stone, steel or wood support brackets. Wood decked balconies may also incorporate a concrete topping slab as a finished surface or as a supporting substrate for tile or other approved material.
- Period Structural Support: Any balcony with a projection over 1 ft. requires a functional or ornamental support structure made of wood, stone, or wrought iron.

Materials and Finishes:

- Approved Finish Floor Material: Concrete, tile, stone, or wood are approved balcony floor finish materials. Naturally finished concrete, integrally colored concrete or acid stained concrete are acceptable concrete finishes. Approved tile includes natural quarried stone, terracotta, hand painted ceramics, glass mosaics, Mexican saltillo and natural material inspired porcelain.
- Use of Stone: Approved balcony stone supports and stone balustrades are required to be natural, quarried stone or cast stone.
- Use of Steel: Steel grates, plate, balcony frames and supports are required to be of rustic, wrought iron appearance. All metal components are required to be ferrous metal (square or round section) or structural tubular steel. Panels must be iron plate.
- Iron Work Finish: All ironwork finishes ~~will~~shall be oil rubbed, dark bronze, black iron, or shop applied natural patina finish.
- Use of Wood: Heavy solid timber beams with milled tongue and groove decking are approved. Approved woods are Alder, Western Red Cedar, Spanish Cedar, Cypress, or Mahogany.
- Prohibitions: The use of Hardiboard, concrete masonry units, and fiberglass; and polished brass and stainless steel finishes

Guardrails:

- Iron: Ornamental iron work as defined under the "Ornamental Ironwork".
- Stone: Natural, quarried carved stone balustrade and railing or cast stone
- Wood: Crafted wood with heavy corner posts, a top rail and thinner vertical balusters. Balusters and corner posts may be carved.

Dimensions:

- Projecting balconies are required to have a minimum perimeter edge depth of 3".

Articulation:

- **Concrete:** Projecting concrete balcony edge designs may be square edged in combination with an enhanced decorative edge, reveal or carving. If not carved, all other design must be cast in place.
- **Stone Supports:** Where employed, stone balcony supports are required to be capable of supporting a structural load. The actual scale of the stone balcony support should be visually in tune with the perceived weight the actual assembly is supporting and substantially consistent with the Catalan/European Archetype.
- **Iron Balcony Supports:** Where employed, steel balcony supports are required to be capable of supporting a structural load with a 2 in. minimum thickness/depth of structural members. The actual scale of the steel balcony support should be visually in tune with the perceived weight the actual assembly is supporting and substantially consistent with the Catalan/European Archetype.
- **Wood Balcony Supports:** Where employed, wood beams and decking, are required to be capable of supporting a structural load. The actual scale of the wood beams should be visually in tune with the perceived weight the actual assembly is supporting and substantially consistent with the Catalan/European Archetype.
- **Decoration:** The incorporation of decorative elements, painted designs, reliefs or carvings in the balcony assembly is highly encouraged.
- **Coordination of Control and Expansion Joints:** In assemblies that require control or expansion joints, care should be used to align joints with structural elements and other significant architectural interactions. Control joints may be incorporated to create decorative patterns including diagonal or diamond shapes on the balcony floor plane.



Awnings

Material:

- Canvas: Commercial grade, weather resistant, integral color canvas. Canvas may be solid colors, stripes or patterned. Supported by a wrought iron frame. Canvas awnings may be retractable provided they are commercial grade and have integral enclosure and if approved by the Town.
- Wood: Approved woods are Alder, Western Red Cedar, Cypress, Spanish Cedar or Mahogany.
- Metal: Metal awnings are permitted. Colors to be approved by the Town at Site Plan submittal.
- Wood Production: All components are milled lumber or rough cut cedar.
- Trim Production: All trim is milled or rough cut lumber or rough cut cedar.
- Prohibitions: Plywood, composite board, polymer fabric, and Masonite

Hardware:

- Supporting Structure: Rustic, wrought iron, tubular steel, or aluminum with or without welded embellishment, with oil rubbed dark bronze, black iron, or shop applied natural patina finish.
- Decorative Iron Wall Mounted Supports: The use of rustic, wrought iron spear shaped arms, in a bronze or black finish, projecting from the stone wall to the awning is the preferred method of support for all awnings. Decorative rustic, wrought iron scrolls are an acceptable support.

Articulation:

- Valances: Awning valances may be straight, scalloped or other decorative device.
- Relationship to opening served: Awning size must be compatible with the opening size served by the awning.
- Signage: Awnings may include signage, advertising, logos and other informational graphics when in a commercial use.
- Prohibitions: Internally back lit awnings



Shutters

Material:

- Material: Approved woods are Alder, Western Red Cedar, Cypress, Spanish Cedar or Mahogany.
- Material Production: All components are milled or rough cut lumber
- Trim Production: All trim is milled or rough cut lumber.
- Prohibitions: Sheet lumber, composite wood products, cementitious trim products, and Masonite

Dimensions:

- Frame Thickness: 1 1/2 in. minimum (includes all structural members used for "panel type shutters" and planks used for "board type shutters")
- Panels: 3/4 in. minimum set in with an authentic sticking detail (no applied panels with offset applied trim). Panels can be butted boards set in a wood channel.

Hardware:

- Pull Rings: Rustic, wrought iron or cast construction with or without welded embellishment and oil rubbed, dark bronze or black iron finish or other shop applied natural patina finish; Provide one per shutter, mounted directly to shutter
- Hinges: Rustic, wrought iron, exposed strap hinges or pin hinges, oil rubbed, dark bronze, black iron finish, or other shop applied natural patina finish; mounted directly to stone surround or window frame. Provide two per shutter minimum.
- Tie-Backs: Rustic, wrought iron with or without welded embellishment and oil rubbed, dark bronze, black iron finish, or shop applied natural patina finish. Tie-backs options include propeller style, mounted directly to the stone wall by lag or plate; propeller style sill mount that are connected directly to the window sill stone or hook and staple, mounted from the window sill stone; and hooked at the shutter. Provide one tie-back per shutter.
- Shutter Locks: Rustic, wrought iron, exposed sliding bar lock, oil rubbed, dark bronze, black iron, or shop applied natural patina finish; Provide one lock per pair of shutters mounted directly to shutters.

Articulation:

- Styling: Shutter designs are limited to multi-panelled or board and batten assemblies.
- Operation: Shutters are not required to be operable, but they must appear as such.
- Edges: All edges are to be routed, rough cut, or carved, or applied molding shall be used to create the edge detail.
- Surface: Planar, flat with visual expression of composing lumber units (such as butted vertical boards).
- Jointing: Clear indication of connection such as visual expression of mortise and tendon and or mechanical/ wrought fastener/ rivet.
- Relationship to Window Size: If shutters are used, window width openings of 18 in. and smaller may use only one shutter leaf to cover the window. Window width openings over 18 in. are required to have a pair of shutters cover the window. Shutter size must be compatible with window size or opening size.
- Prohibitions: Bermuda style shutters, louver style shutters



Signage

Signage is defined as detached or building mounted presentation of a message which identifies a commercial tenant, development project, assists with wayfinding, or informs the reader.

Types:

- **Site Signage:** Site signage announcing the project and tenants located within the boundaries of the project. Monument signage with a larger height than width that is able to be seen from surrounding roadways, including Highway 114, is allowed. Business monument signage is allowed as provided in Ordinance 703, Section 12. Actual locations and design of site signage to be approved by the Town prior to erection of any sign.
- **Street Signage:** Signage identifying the streets throughout the development
- **Tenant Signage:** Individual retail tenant signage identifying the tenant, products and/or presenting a business logo.
- **Building Identification Signage:** Buildings with single or multiple tenants.

Materials:

- **Stone:** Natural quarried stone or cast stone with carved lettering, numbering and/or logos. The carving may be back painted for additional contrast.
- **Metal:** Cut metal, dimensional individual letters, numbers or logos displaying hand crafted qualities. Acceptable materials are brass, bronze, copper, or ferrous metal. Acceptable material finishes include oil rubbed dark bronze, black iron, or a shop applied natural patina finish. Additional colors may be allowed on a case by case basis. Metal signage is allowed to be back- or halo-lit.
- **Letters:** Channel letters, pierced or laser cut metal displaying lettering, number or logos. Acceptable materials are brass, bronze, copper, or ferrous metal. Plastic is allowed upon review and approval of proposed design. Acceptable metal finishes include oil rubbed, dark bronze, black iron or a shop applied natural patina finish. Internally lit or back lit plastic channel letters may be allowed on a case by case basis. Colors and design to be approved by the Town or their designee.
- **Painted Signage:** Hand painted lettering, numbers and/or logos on building facades, or hand painted lettering, numbers and/or logos on wood, metal, or fired ceramic tile background material.
- **Window and Awning Signage:** Hand painting of letters, numbers and/ or logos on window or storefront glazing or awnings is encouraged.

Refer to the Town of Westlake Ordinance 703, Section 12 for further information on signage in PD1-2.



Flags and Banners

Material:

- Material General: All material must be commercial grade, weather resistant and integral color nylon.
- Prohibitions: Non-commercial, hand painted flags, art work or banners

Dimensions:

- Relationship to the structure: Flag poles may not exceed the building height by more than 15 feet in a commercial use or 5 feet in a non-commercial use. A flag pole may not be taller than 45 feet. If a flag pole is mounted on a roof it may be 20 feet tall.

- Flag Size: Permitted flag sizes are as specified below determined by flag pole heights:

15'	3'x5'
20'	3'x5' - 4'x6'
25'	4'x6' - 5'x8'
30'	5'x8' - 6'x10'
35'	6'x10' - 8'x12'
40'	6'x10' - 10'x15'
45'	8'x12' - 10'x15'

- Banner Size: Generally banners are limited to a maximum size of 3 ft. wide X 5 ft. tall unless a larger size is approved by the Town. A banner may be no taller than 40% of the length of the pole structure upon which it is mounted unless approved by the Town.

Hardware:

- Building Mounted Vertical Poles: Ferrous Metal, in a finish permitted for decorative iron work, with external halyard system, mounted on a building roof or parapet, attachment hardware to compliment design and provide wind tested attachment mechanism.
- Grade Mounted Vertical Poles: Ferrous Metal, in a finish permitted for decorative metal work, external halyard system, engineered foundation design, accessory hardware to compliment design and provide wind tested attachment mechanism.
- Wall Mounted Poles: Ferrous Metal, in a finish permitted for decorative metal work, projecting from the wall, with wall attachment hardware to compliment design and provide wind tested attachment mechanism.
- Metal Frames: Rustic, wrought iron, tubular steel or aluminum, with or without welded or forged embellishment, bronze or black finish.
- Prohibitions: Aluminum, spun aluminum, concrete, or fiberglass poles are prohibited unless approved by the Town Manager or their designee for properties that are compatible with the intent of this guideline.

Articulation:

- Themes: Flags and banners may represent countries, sports teams, holiday traditions, community celebrations, special exhibitions, or other community supported activities.
- Placement: Flags and banners may be displayed by traditional Ferrous Metal, vertical flag poles at grade, mounted to non-residential buildings, or on non-residential building tops.
- Display Options: Flags and banners may be displayed by wall mounted diagonal or horizontal flag poles attached to building facades.

- Attachment to Poles: Flags and banners may be displayed from fixed pole or lighting elements by means of metal brackets or metal frames.
- Flat Banners: Flat wall mounted flags and banners must be displayed in a decorative metal frame.
- Prohibitions: Banners and flags that cover windows, doors or other wall openings. The display of banners and flags temporarily hung from balcony or stair rails. Flags and banners nailed or screwed directly to a building facade.

Address Numbers

Materials:

- Materials General: Ceramic tile with painted numbers or cast stone to be approved on a case by case basis.
- Durability: Tiles are required to be frost proof.

Location:

- Residential Visibility: Residential properties are required to have their address number visible from the street. Address tiles may be located on the structure or in the case of a home with a walled courtyard on the street, the address tiles may be mounted on the wall near the main entrance gate or on the mailbox or as directed by the fire marshal.
- Commercial Placement: Commercial structures address locations are at the discretion of the town fire marshal.

Mounting:

- Flush Mounting: Address number tiles are to be flush mounted into the surrounding wall.
- Mounting heights: Mounting height can vary from a minimum of 3 ft. above grade to a maximum of 8 ft. above grade or as proposed and approved by the fire marshal.

Dimensions:

- Height/ Width: Address tiles are required to be a minimum width of 3 in. and a minimum height of 6 in. per number or letter.
- Address numbers or letters are required to be 3.5 in. minimum in height.

Articulation:

- Contrast: Address number color and tile background color must be highly contrasting.
- Illumination: The illumination of residential and commercial addresses is encouraged. Internal and/or external illumination is allowed.
- Embellish: The inclusion of decorative painted borders on the tile in a compatible design style and finish is encouraged.

Site Enclosures

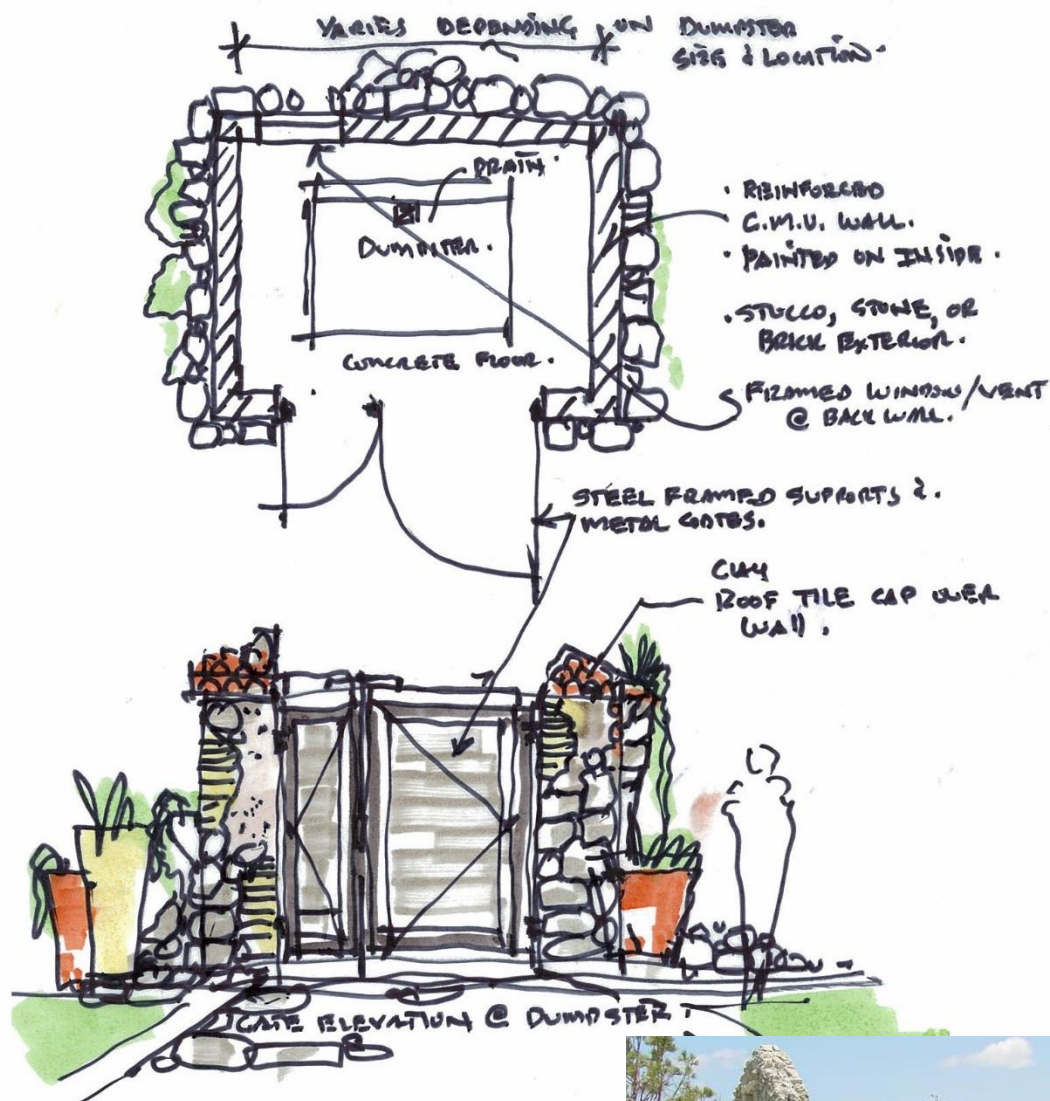
Site enclosures include all transformer, compactor, and dumpster enclosures. Dumpster enclosures will/shall vary depending on the container size and company associated with trash pick up.

Materials:

- Site enclosures should resemble a composition of site and/or building remnants. Both the interior and exterior sides of site enclosures must be finished out with full natural stone. The interior of the enclosures are permitted to be thin set natural stone cladding.

Location:

- All site enclosures should be located to ensure proper drainage.



FEE - SIMPLE RESIDENTIAL

Single Family Residences

Residential expansion in the Catalanian/European Village was not a “Land Development” led undertaking. Instead, it was a familial pursuit with each succeeding generation adding and building as necessary to house the expanding family unit. In architectural terms this is called “additive construction” and is particularly characteristic of Spanish culture where large families were more commonplace and a vertical family organization the norm. Therefore, the intricate village look with continuous residential structures defining a continuous frontage along narrow, winding streets is manifestation of a social structure and village community. Entrada, which aspires to deliver this same intricacy, is faced with the challenge of delivering it through a land development process where fee simple lots are created and sold. The Town has the authority to issue a permit for a design that meets standards and guidelines contained in Entrada's zoning and any mutual agreements with the Land Developer. Therefore, Residential Development Guidelines are created herein for the purposes of directing the residential delivery system toward implementation of Entrada's “European Village” vision. More specifically, these guidelines are:

Single Family Residences:

As stated above, the typical single family home in a Catalanian/European Village was not like the single family home one sees in Southlake or even Westlake. It was more like a town house but the familial structure was stronger than the lot structure. As a result different houses may have shared common spaces (such as a courtyard) and thereby add a level of intricacy and complexity to the built fabric that containment within a fee simple lot will/shall likely not give. However, viewing the individual home as part of a block and not simply as part of a lot provides a basis upon which to direct home design in a direction more compatible with the Catalanian/European archetype. Therefore, the guidelines of this section seek to describe the individual home in terms related to its contribution to the block.

General Definition and Conditions of a Single Family Land Use:

1. A single family home in Entrada may be attached, zero lot line, detached or a combination thereof as required to meet the Lot Occupancy and Block group requirements specified below.
2. Single family homes can share yard, courtyard, entry court, motor court space, or a mews across a property line or property lines.

Refer to the Town of Westlake Ordinance 703 for more information on Single Family Land Use.

Features of Lot Occupancy:

In the Catalonian/European Village, the residential structure is established relative to the street, the necessities of drainage, or other more utilitarian considerations more than being established relative to legal lot lines. In fact, the land was likely owned by the nobility and grants for use were given (usually at a high price) forcing more verticality in the structure form. This system of “land rents” still exists today, even in US cities like Baltimore, Maryland. Here land once owned by Lord Calvert eventually went to people who did not reside on the property. Today, every mortgage pays a ground rent to another person. The result was density, verticality, and continuity along the street.

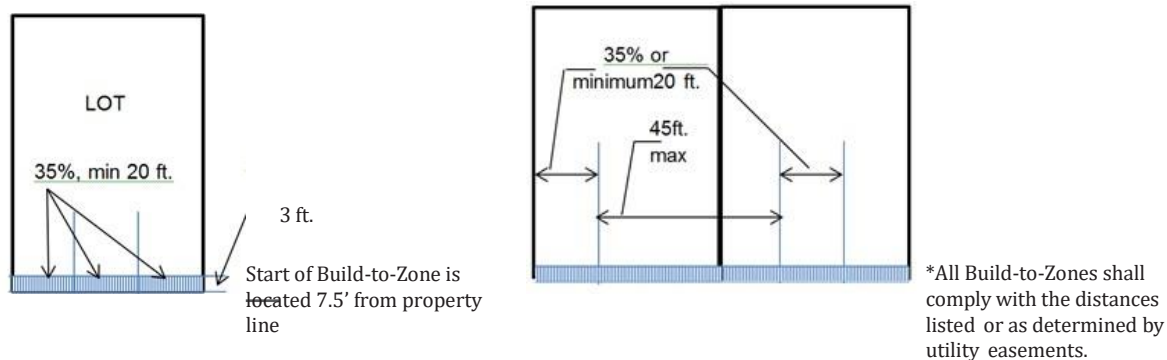
This all important relation between structure and street over the relation between structure and lot makes it necessary to advance guidelines which promote street fabric and complexity. This is called “Lot Occupancy”, meaning placement of the structure within the lot to establish a meaningful contribution to the street. There are three important street qualities to accomplish through this guideline. These are:

- **Street Complexity:** The suburban street is characterized by lot-to-lot repetition of dimensional zones (front yard, side yard, etc.). The result is a prevailing sameness that has become so characteristic of “suburban sprawl”. Further, house design serving speculative market needs tends to deliver an overall sameness to the distribution and architectural expression of house functions (such as the repetitive garage location). The guideline must promote a complexity that is typical of the Catalonian/European Village-scape.
- **Street Continuity:** A continuous street wall is an important element of the village street.
- **Street Interaction:** The communal nature of the village celebrates the street as a communal space. This is accomplished by occasional residential functions which come out to and/or are visible from the street.

Street Frontage: Bringing the structure to the street (the referenced Build-to Line) ~~will~~shall contribute to a more continuous street wall. Treatments of the Street Wall include:

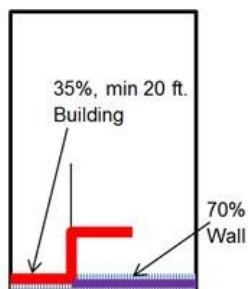
1. **Setback:** No minimum but 35% of structure frontage shall be in the Front Yard "Build-to-Zone" as specified in the following section.
2. **Streetscape:** 90% of the lot frontage must be residence (minimum 35%), or 6 ft. tall, minimum natural stone wall, including pedestrian and drive gate if applicable.
3. **Penetrations in the Street Wall:** One gated pedestrian access is allowed on the street lot frontage and if said access is located within a freestanding wall, the width of the pedestrian opening shall not exceed the height of the wall in which the opening is located. In addition one gated drive court entry is permitted provided that the width of the entrance does not exceed 16 ft.
4. **Driveway Placement:** Driveways must not abut~~t~~ at a common property line unless the drive is a shared driveway and does not exceed a combined 14 feet in width. Shared driveways are encouraged, but where not possible, driveways should be separated by 18". Where shared driveways serving interior motor courts are employed, the frontage wall and entry gate may be eliminated for the width of the drive.
5. **Automotive Access:** One 20 ft. wide driveway for direct drive in garages with two carriage style doors, All other drives are limited to 12 feet wide from curb to entry gate.

1. Build-to-Zone: Typical front yards are comprised of passive land that usually stands between the street and house for purpose of protecting the home from street intrusions. The suburban front yard is a buffer not a connection. Therefore, it is desirable to bring the residential structure to the street. Each lot shall have a Front Yard Build-to-Zone, defined as the yard adjacent to the street the building is addressed. A minimum of 35% of any structure frontage built on a lot (but no less than 20 frontage feet) must be located within the Front Yard Build-to-Zone. The Build-to-Zone begins at a distance of 7.5' feet from the front property line. The distance between building frontage occupancy within the Front Yard Build-To Zone must not be greater than 45 feet. If a lot is sufficiently wide that this distance is exceeded within the lot, the length of frontage must be increased or additional structural frontage within the Front Yard Build-To Zone must be provided.

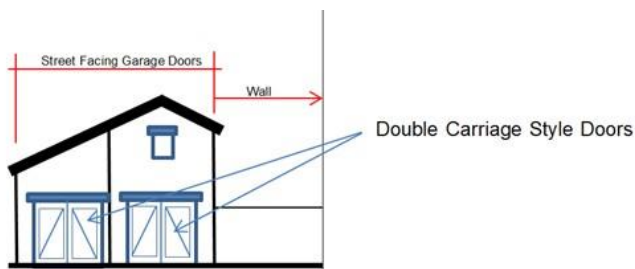


2. Walls in the Front Yard Build-to-Zone:

The remainder of any lot frontage that is not occupied by residence structure within the Front Yard Build-to-Zone must be finished with a stone frontage wall that is at least 6 feet tall. Such frontage walls may be eliminated for any portion of the residence structure frontage located within 3 feet of the wall.

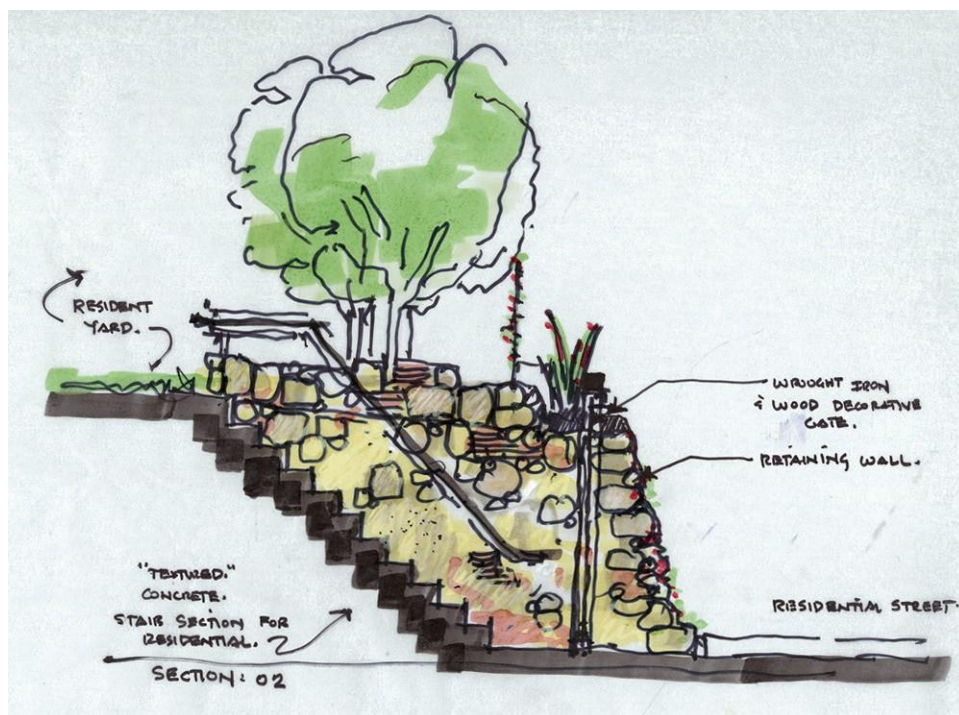
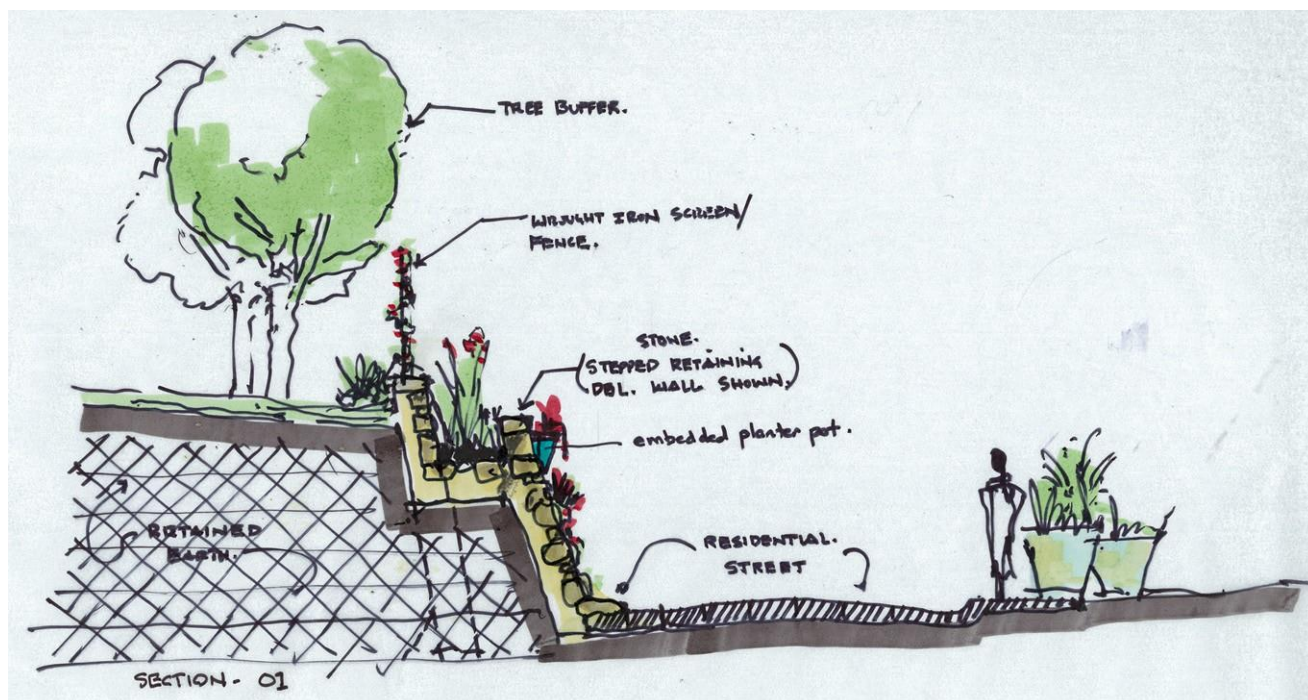


3. Garages in the Front Yard Build-to-Zone: Any garage located within the Front Yard Build-to-Zone with garage doors that are not screened by the frontage wall shall have two carriage style doors instead of a single double door. Double wide, single garage doors are prohibited in street view unless behind a wall or gate structure. J-swing garages are allowed and not required to be screened as they are not visible from the street.

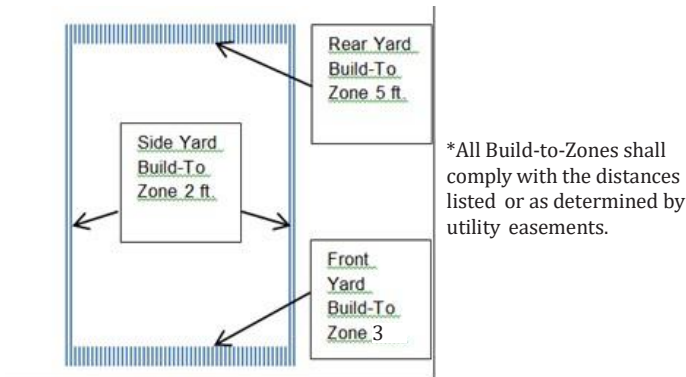


Rear Yards That Face a Street:

Due to grade differences, rear yards may be elevated above the street they face. Therefore, the retaining wall, if necessary, at the rear property line may become a significant street element.

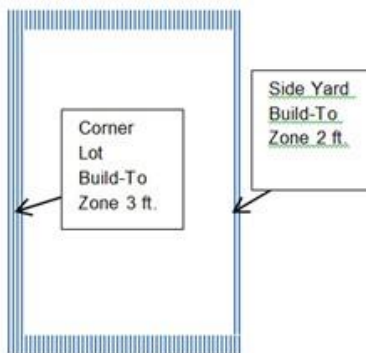


1. **Rear Yard Build-To Zone:** Each lot shall have a Rear Yard Build-to-Zone and a minimum of 35% (But no less than 20 Rear Yard Frontage Feet) of any structure built on a lot must be located within the Rear Yard Build-to-Zone. The Build-to-Zone lays between the Rear property line and distance 5 feet from the rear property line.
2. **Walls in the Rear Yard Build-to-Zone:** The remainder of any lot frontage that is not occupied by residence structure within the Rear Yard Build-to-zone must be finished with a stone frontage wall or iron fence with living hedge that is at least 42 inches tall where there is a retaining wall separating the lot from the street or 6 feet where there is no retaining wall. The wall shall not be set back from the rear property line or the top of retaining wall more than 1.5 feet or a distance determined by utility easements. Such frontage walls may be eliminated for any portion of the residence structure frontage located within 5 feet of the wall.
3. **Landscape in lieu of wall at the rear yard:** Up to 30% of the rear yard may be screened with landscape in lieu of an opaque wall. Landscape materials shall be evergreen and used in combination with evergreen understory to provide an effective screen.
4. **Pedestrian Access:** One gated pedestrian access is allowed on the rear street lot frontage and if said access is located within a freestanding wall, the width of the pedestrian opening shall not exceed the height of the wall in which the opening is located.
5. **Basement Garages:** Rear entry garages may be built at street grade in lieu of a continuous rear lot line retaining wall. If a garage is so located, it shall have two carriage style doors instead of a single double door. Double wide, single garage doors are prohibited in street view unless provided in a J-swing configuration.



Side Yards

1. Setback: No minimum. Subject to the block group standards.
2. Streetscape: Subject to the Block Corner standard stated below under Block Group, 100% of the side lot frontage must be residence in combination with a 6' tall minimum, natural stone wall and wrought iron fence with living hedge if it does not (in combination with other gates) exceed 30% of the side yard wall.
3. Corner Lot Build-To-Zone: Each lot shall have a Corner Side Yard Build-to-Zone and a minimum of 50% of any structure built on a lot must be located within the Corner Side Yard Build-to-Zone. The Build-to-Zone lays between the front property line and distance from the front property line determined by utility easements.
4. Side Yard Build-To Zone: Each lot shall have a Side Yard Build-To Zone at each side lot line and structural occupancy of this zone shall conform to the Block Group Standards specified below. Where side yards are directly adjacent to a neighboring structure, an additional wall in the Side Yard Build-to Zone is not required.
5. Automotive Access: Garages located within a Corner Side Yard Build-to-Zone with garage doors that are not screened by the side yard frontage wall shall have two carriage style doors instead of a single double wide single garage door. Single double wide garage doors are prohibited in street view unless behind a wall or gate structure.
6. Pedestrian Access: Any pedestrian access gate located in the corner side yard frontage may replace the need for such a gate in the front yard.



*All Build-to-Zones shall comply with the distances listed or as determined by utility easements.

Block Group Continuity:

- 1. Block Group Unit:** A Block Group is any set of 5 residences along a residential street. The street may have more than one Block Group. If the length of the street has more than one Block Group and the number of houses in the last group is less than 5, then the last homes are not governed by Block Group standards contained herein and are considered Villa lots.
- 2. Block Corner:** Any lot of a Block Group located at a street corner may have a zero side yard at the corner and the 25% lot Front Yard occupancy standard (stated above) may be accomplished at the frontage corner.
- 3. Building Mass Continuity:** At least 2 of the 6 side lot lines in a Block Group shall be a common wall line for attached residences or at least 3 of the 6 side lot lines in a Block Group shall be a zero lot line. This standard is satisfied if a minimum of 25% of the residence facing the side lot line shall be built to this zero or common lot line standard and such 25% must be located at the street frontage.
- 4. Side Yard Build-to-Zone:** At least 45% of a residence facing any side yard, not built to a zero lot line or common lot line shall be built within the Side Yard Build-to-Zone. A residence which already is building to the zero or common lot line standard only has to have 25% of the structure, facing the non-zero or non-common lot line, in conformance with this standard. The Side Yard Build-to-Zone lies from the side yard lot line to a distance 2 ft., or as determined by utility easements, from the side yard lot line.

Residential Exterior Entrances

Material:

- General: All entrance doors and frames are required to be wood or rustic wrought iron.
- Wood: Approved woods are Oak, Poplar, Alder, Cypress, Clear Pine, Clear Cedar, Cherry, Teak or Walnut.
- Wood Production: All units are milled lumber. All trim is milled lumber.
- Wood Prohibitions: Plywood, composite board, stamped metal, vinyl, or fiberglass
- Iron: Rustic, wrought iron appearance
- Iron Production: Frames constructed with structural tubular steel. All panels must be iron plate. All ironwork finishes will shall be oil rubbed bronze, dark bronze, or black iron.
- Iron Prohibitions: Polished brass and stainless steel finishes and pressed or formed steel doors that are meant to look like wood doors.

Dimensions

- Wood Frame Thickness: 1 3/4 in. minimum.
- Wood Panels: 3/4 in. minimum set in with an authentic sticking detail (no applied panels with offset applied trim). Panels can be butted boards set in a wood channel.
- Wood Stiles: 4 1/2 in. minimum
- Wood Top Rail: 4 1/2 in. minimum.
- Wood Bottom Rail: 7 1/2 in. minimum.
- Iron Frames: Flat bar plate with 1/4 in thickness minimum or structural tubular steel
- Iron Infill bars/ pickets: 1/2 in. minimum
- Iron Panels: 3/16 in. min thickness

Opacity

- Void to solid ratio: None specified

Articulation

- Wood Edges: All edges are routed or carved
- Surface: Planar, flat with visual expression of composing lumber units (such as butted vertical boards).
- Joints: Clear indication of connection such as visual expression of mortise and tendon and or mechanical/ wrought fastener/ rivet.
- Glazing: Glazing is limited to clear or seeded finish.

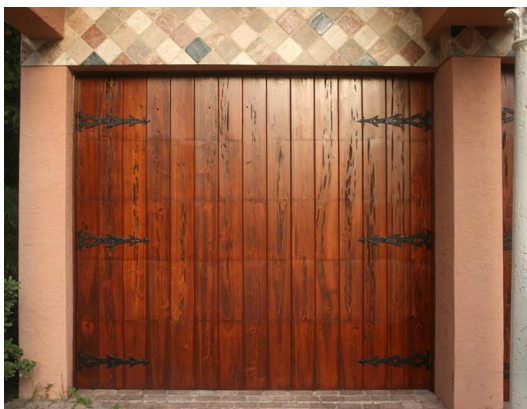
Residential- Exterior Garage Doors

Material:

- **Visible Face:** All visible faces of garage doors, in the closed position, are required to be wood. Approved woods are Western Red Cedar, Alder, Spanish Cedar, Cypress, Teak or Mahogany.
- **Face Production:** All units are milled or rough cut lumber, not plywood, composite board, vinyl or fiberglass. All trim is milled or rough cut lumber.
- **Prohibitions:** Composite wood, plywood, fiberglass and steel doors are prohibited unless employed as a structural carrier for the approved woods listed above.

Dimensions:

- **Thickness:** 1 3/8 in. minimum.
- **Panels:** 5/8 in. minimum set in with an authentic sticking detail. Panels can be butted boards set in a wood channel.
- **Stiles:** 3 1/2 in. minimum
- **Top Rail:** 3 1/2 in. minimum.
- **Bottom Rail:** 3 1/2 in. minimum.
- **Door Height:** 8 ft. minimum. If the door is arched, it may be 9 feet to the spring line of the arch.
- **Door Width:** 10 ft. maximum when the door is parallel to the public street.



Opacity:

- **Void to solid ratio:** Glazing is prohibited in garage doors when parallel to the public street.

Articulation:

Edges: All edges are routed or carved or rough cut

Surface: Planar, flat with visual expression of composing lumber units (such as butted vertical boards).

- **Jointing:** Clear indication of connection such as visual expression of mortise and tendon and or mechanical/ wrought fastener/ rivet. Clear visual expression of gate leaf and the structure supporting it (such as cross bucks or frame).

Residential Exterior Door Hardware

Exterior Door Hardware is defined as passage sets, lock sets, locks, kick plates, pull handles, emergency exit bars, hinges, and sills associated with residential or commercial entrances as well as garage doors and commercial exterior service doors.

Materials:

- General Material: Ferrous metal (square or round section) cut to shape or cast metal.
- Surface: Rustic, wrought iron appearance
- Styling: Spanish and Arts and Crafts are appropriate design styles.
- Finish: All hardware finishes will/shall be oil rubbed, dark bronze or black iron or other natural patina finish.
- Thresholds: Thresholds are milled lumber, natural stone, cast stone, or dark bronze or black anodized metal.
- Prohibitions: Brass or bronze material; polished brass and stainless steel finishes.

Door Entry Sets:

- Handle: Doors must have a lever, large pulls or thumb latch operating systems.
- Back Plates: Minimum 8" high back plates are required with the operating system of choice.
- Prohibitions: Round knobs

Hinges:

- Hinge Type: The use of H-shaped hinges, butt hinges with decorative finials, or strap hinges is required if seen on the exterior.
- Prohibitions: If visible from the exterior, the use of butt hinges without decorative finials

Accessories:

- Door Knocker: Not required, but if installed it must be wrought iron in a compatible design style
- Grills: Not required, but if installed they must be a wrought iron "speakeasy"-type grille in a compatible design style and finish that protects the glazed opening.
- Metal Strapping: The use of decorative metal strapping, in a compatible design style and finish, is encouraged at the primary residential entrance.
- Decorative Elements: Decorative studs, antique nails, and door buttons in a compatible design style and finish are appropriate and permitted.
- Kick plates: Plates in a compatible design style and finish are permitted.

Residential Exterior Garage Door Hardware

Materials:

- General: Ferrous metal (square or round section) cut to shape or cast metal.
- Surface: Rustic, wrought iron appearance
- Styling: Spanish and Arts and Crafts are appropriate design styles.
- Finish: All hardware finishes will/shall be oil rubbed, dark bronze or black iron or other natural patina finish.
- Prohibitions: Brass or bronze material; polished brass and stainless steel finishes

Accessories:

- Placement of Door Pulls: At a minimum, one decorative, wrought iron door pull in a compatible design style is required at each garage door. If the styling of the door appears as two leafs, one pull for each leaf is required. Refer to Ornamental Ironwork for additional information.
- Metal Strapping: Wrought iron decorative metal strapping in a compatible design style and finish is required at all garage doors. At a minimum, four 18 in. straps are required per door.
- Decorative Elements: Decorative studs, antique nails, and door buttons in a compatible design style and finish are appropriate and permitted but not required.
- Kick Plates: Kick plates in a compatible design style and finish are permitted but not required



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** H.1.
FROM: Wade Carroll, Town Manager, Town Manager's Office
SUBJECT: Discuss, consider and act to adopt Ordinance 1036 Approving a Negotiated Settlement Between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division regarding the Company's 2025 Rate Review Mechanism Filing.

ATTACHMENTS:

1. Ord 1036 ACSC Atmos RRM 2025
2. Attachment 1_CY24 MTX RRM - Tariffs
3. Attachment 2_CY24 MTX RRM - Pension Benchmark
4. CY24 MTX RRM - Average Bill

SUMMARY :

Approval of the ordinance represents a comprehensive settlement of gas utility rate issues affecting the rates, operations and services offered by Atmos Mid-Tex within the Town limits arising from Atmos Mid-Tex's 2025 Rate Review Mechanism (RRM) filing as negotiated by the Atmos Cities Steering Committee of which the Town of Westlake is a member.

BACKGROUND AND DISCUSSION:

The Town, along with 181 other Mid-Texas cities served by Atmos Energy Corporation, Mid-Tex Division ("Atmos Mid-Tex" or "Company"), is a member of the Atmos Cities Steering Committee ("ACSC"). The ACSC and Atmos Mid-Tex worked collaboratively to develop a Rate Review Mechanism ("RRM") tariff that allows for an expedited rate review process by ACSC Cities as a substitute to the Gas Reliability Infrastructure Program ("GRIP") process instituted by the Legislature that will establish rates for ACSC Cities based on the system-wide cost of serving the Atmos Mid-Tex Division. The current RRM tariff was adopted in 2018 and in April 2025, Atmos Mid-Tex filed its 2025 RRM rate request based on a test year ending December 31, 2024. The ACSC's Executive Committee, counsel and consultants reviewed the RRM filing and recommend that ACSC Cities approve an increase in base rates for Atmos Mid-Tex of \$205.6 million on a system-wide basis with an effective date of October 1, 2025. The recommended tariffs (Attachment 1) implementing new rates are consistent with the recommendations of the ACSC Executive Committee and are agreed to by Atmos Mid-Tex. The settlement agreement also sets a new benchmark for pensions and retiree medical benefits (Attachment 2) and reimburses the ACSC's reasonable expenses associated with the RRM application review.

FISCAL IMPACT:

TBD

LEGAL REVIEW:

ACSC legal counsel.

RECOMMENDATION:

Staff recommends approval of Ordinance 1036 as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Deny

Motion to Approve with Changes/Conditions

Motion to Continue or Table

TOWN OF WESTLAKE

ORDINANCE NO. 1036

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE (“ACSC”) AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY’S 2025 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHMENT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; REQUIRING THE COMPANY TO REIMBURSE ACSC’S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS ORDINANCE WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS ORDINANCE TO THE COMPANY AND THE ACSC’S LEGAL COUNSEL.

WHEREAS, the Town of Westlake, Texas (“City”) is a gas utility customer of Atmos Energy Corp., Mid-Tex Division (“Atmos Mid-Tex” or “Company”), and a regulatory authority with an interest in the rates, charges, and services of Atmos Mid-Tex; and

WHEREAS, the City is a member of the Atmos Cities Steering Committee (“ACSC”), a coalition of similarly-situated cities served by Atmos Mid-Tex (“ACSC Cities”) that have joined together to facilitate the review of, and response to, natural gas issues affecting rates charged in the Atmos Mid-Tex service area; and

WHEREAS, ACSC and the Company worked collaboratively to develop a Rate Review Mechanism (“RRM”) tariff that allows for an expedited rate review process by ACSC Cities as a substitute to the Gas Reliability Infrastructure Program (“GRIP”) process instituted by the Legislature, and that will establish rates for the ACSC Cities based on the system-wide cost of serving the Atmos Mid-Tex Division; and

WHEREAS, the current RRM tariff was adopted by the City in a rate ordinance in 2018; and

WHEREAS, on about April 1, 2025 Atmos Mid-Tex filed its 2025 RRM rate request with ACSC Cities based on a test year ending December 31, 2024; and

WHEREAS, ACSC coordinated its review of the Atmos Mid-Tex 2025 RRM filing through its Executive Committee, assisted by ACSC's attorneys and consultants, to resolve issues identified in the Company's RRM filing; and

WHEREAS, the Executive Committee, as well as ACSC's counsel and consultants, recommend that ACSC Cities approve an increase in base rates for Atmos Mid-Tex of \$205.6 million on a system-wide basis with an Effective Date of October 1, 2025; and

WHEREAS, ACSC agrees that Atmos plant-in-service is reasonable; and

WHEREAS, with the exception of approved plant-in-service, ACSC is not foreclosed from future reasonableness evaluation of costs associated with incidents related to gas leaks; and

WHEREAS, the attached tariffs (Attachment 1) implementing new rates are consistent with the recommendation of the ACSC Executive Committee, are agreed to by the Company, and are just, reasonable, and in the public interest; and

WHEREAS, the settlement agreement sets a new benchmark for pensions and retiree medical benefits (Attachment 2); and

WHEREAS, the RRM Tariff contemplates reimbursement of ACSC's reasonable expenses associated with RRM applications.

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

Section 1. That the findings set forth in this Ordinance are hereby in all things approved.

Section 2. That, without prejudice to future litigation of any issue identified by ACSC, the Town Council finds that the settled amount of an increase in revenues of \$205.6 million on a system-wide basis represents a comprehensive settlement of gas utility rate issues affecting the rates, operations, and services offered by Atmos Mid-Tex within the municipal limits arising from Atmos Mid-Tex's 2025 RRM filing, is in the public interest, and is consistent with the City's authority under Section 103.001 of the Texas Utilities Code.

Section 3. That despite finding Atmos Mid-Tex's plant-in-service to be reasonable, ACSC is not foreclosed in future cases from evaluating the reasonableness of costs associated with incidents involving leaks of natural gas.

Section 4. That the existing rates for natural gas service provided by Atmos Mid-Tex are unreasonable. The new tariffs attached hereto and incorporated herein as Attachment 1, are just and reasonable, and are designed to allow Atmos Mid-Tex to recover annually an additional \$205.6 million on a system-wide basis, over the amount allowed under currently approved rates. Such tariffs are hereby adopted.

Section 5. That the ratemaking treatment for pensions and retiree medical benefits in Atmos Mid-Tex's next RRM filing shall be as set forth on Attachment 2, attached hereto and incorporated herein.

Section 6. That Atmos Mid-Tex shall reimburse the reasonable ratemaking expenses of ACSC in processing the Company's 2025 RRM filing.

Section 7. That to the extent any resolution or ordinance previously adopted by the Council is inconsistent with this Ordinance, it is hereby repealed.

Section 8. That the meeting at which this Ordinance was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 9. That if any one or more sections or clauses of this Ordinance is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Ordinance, and the remaining provisions of the Ordinance shall be interpreted as if the offending section or clause never existed.

Section 10. That consistent with the City Ordinance that established the RRM process, this Ordinance shall become effective from and after its passage with rates authorized by attached tariffs to be effective for bills rendered on or after October 1, 2025.

Section 11. That a copy of this Ordinance shall be sent to Atmos Mid-Tex, care of Chris Felan, Vice President of Rates and Regulatory Affairs Mid-Tex Division, Atmos Energy Corporation, 5420 LBJ Freeway, Suite 1862, Dallas, Texas 75240, and to Thomas Brocato, General Counsel to ACSC, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

**DULY PASSED AND APPROVED BY THE TOWN COUNCIL OF THE TOWN
OF WESTLAKE, TEXAS, BY A VOTE OF ____ TO ____, ON THIS THE 16TH DAY OF
SEPTEMBER 2025.**

Mayor Kim Greaves

ATTEST:

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	R – RESIDENTIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Application

Applicable to Residential Customers for all natural gas provided at one Point of Delivery and measured through one meter.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 23.65 per month
Rider CEE Surcharge	\$ 0.03 per month ¹
Total Customer Charge	\$ 23.68 per month
Commodity Charge – All <u>Ccf</u>	\$ 0.74748 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

¹Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2025.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	C – COMMERCIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Application

Applicable to Commercial Customers for all natural gas provided at one Point of Delivery and measured through one meter and to Industrial Customers with an average annual usage of less than 30,000 Ccf.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 94.00 per month
Rider CEE Surcharge	\$ 0.01 per month ¹
Total Customer Charge	\$ 94.01 per month
Commodity Charge – All Ccf	\$ 0.22261 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Presumption of Plant Protection Level

For service under this Rate Schedule, plant protection volumes are presumed to be 10% of normal, regular, historical usage as reasonably calculated by the Company in its sole discretion. If a customer believes it needs to be modeled at an alternative plant protection volume, it should contact the company at mdtx-div-plantprotection@atmosenergy.com.

¹ Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2025.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Application

Applicable to Industrial Customers with a maximum daily usage (MDU) of less than 200 MMBtu per day for all natural gas provided at one Point of Delivery and measured through one meter. Service for Industrial Customers with an MDU equal to or greater than 200 MMBtu per day will be provided at Company's sole option and will require special contract arrangements between Company and Customer.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and MMBtu charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 1,848.75 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.7678 per MMBtu
Next 3,500 MMBtu	\$ 0.5623 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.1206 per MMBtu

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

Replacement Index

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Special Conditions

In order to receive service under Rate I, Customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

Presumption of Plant Protection Level

For service under this Rate Schedule, plant protection volumes are presumed to be 10% of normal, regular, historical usage as reasonably calculated by the Company in its sole discretion. If a customer believes it needs to be modeled at an alternative plant protection volume, it should contact the company at mdtx-div-plantprotection@atmosenergy.com.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Application

Applicable, in the event that Company has entered into a Transportation Agreement, to a customer directly connected to the Atmos Energy Corp., Mid-Tex Division Distribution System (Customer) for the transportation of all natural gas supplied by Customer or Customer's agent at one Point of Delivery for use in Customer's facility.

This tariff is not available to customers with a maximum daily demand of 1,000 MMBtu or greater and a daily/annual load factor of 10% or less. Load factor is calculated as follows: annual usage / (maximum daily connected demand X 365). Load factors will be recalculated once each year to determine appropriate eligibility for Rate T.

Type of Service

Company's receipt and delivery of all gas quantities under the applicable Transportation Agreement will be on a wholly interruptible basis subject to the Terms and Conditions incorporated in the Transportation Agreement. If Customer is an Industrial Customer, then Customer may elect, at the reasonable discretion of Company, to contract for Plant Protection transportation quantities defined as the minimum natural gas required to prevent physical harm and/or protect critical safety to the plant facilities, plant personnel, or the public when such protection cannot be achieved through the use of an alternate fuel. Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's bill will be calculated by adding the following Customer and MMBtu charges to the amounts and quantities due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 1,848.75 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.7678 per MMBtu
Next 3,500 MMBtu	\$ 0.5623 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.1206 per MMBtu

Upstream Transportation Cost Recovery: Plus an amount for upstream transportation costs in accordance with Part (b) of Rider GCR.

Retention Adjustment: Plus a quantity of gas as calculated in accordance with Rider RA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Imbalance Fees

All fees charged to Customer under this Rate Schedule will be charged based on the quantities determined under the applicable Transportation Agreement and quantities will not be aggregated for any Customer with multiple Transportation Agreements for the purposes of such fees.

Monthly Imbalance Fees

Customer shall pay Company the greater of (i) \$0.10 per MMBtu, or (ii) 150% of the difference per MMBtu between the highest and lowest “midpoint” price for the Katy point listed in *Platts Gas Daily* in the table entitled “Daily Price Survey” during such month, for the MMBtu of Customer’s monthly Cumulative Imbalance, as defined in the applicable Transportation Agreement, at the end of each month that exceeds 10% of Customer’s receipt quantities for the month.

Overpull Fee

Upon notification by Company of an event of interruption of Customer’s deliveries, Customer will, for each MMBtu delivered in excess of the stated level of interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled “Daily Price Survey.”

Replacement Index

In the event the “midpoint” or “common” price for the Katy point listed in *Platts Gas Daily* in the table entitled “Daily Price Survey” is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

Agreement

A transportation agreement is required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company’s Tariff for Gas Service.

Special Conditions

In order to receive service under Rate T, customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	SUR – SURCHARGES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Application

This Rider is applicable to customer classes in the incorporated areas under the RRM tariff as authorized by the state or any governmental entity, a municipality, or a regulatory authority pursuant to any statute, ordinance, order, rule, contract, or agreement.

Monthly Calculation

Surcharges will be calculated in accordance with the applicable statute, ordinance, order, rule, contract, or agreement.

FASB ASC 740-10 (Fin48) Refund

Applicable to Customers taking service under Rate Schedules R – Residential, C – Commercial, I – Industrial and T – Transportation.

To ensure that gas utility customers receive the benefit associated with the changes in the Company's Uncertain Tax Positions ("UTPs") arising from recognition of Texas Margin Tax returns.

The decrease shall be calculated as follows:

Beginning with implementation of rates from the negotiated RRM Tariff, and annually thereafter, the portion of UTP liabilities identified in Schedule FIN48-1.1 for the prior fiscal year shall be allocated based on the final class allocations of GUD No. 10170 as per the RRM Tariff, divided by the annual bill count to derive rates to be refunded through Rider SUR in the subsequent fiscal year. Each year's calculation will include a true-up (+ or -) due to account for over/under collections. Amounts identified in Schedule FIN48-1 shall be adjusted to reflect any audit adjustments received from the Texas Comptroller of Public Accounts.

No action on the part of the Regulatory Authority is required to give effect to the amount to be refunded to customers. However, any amount refunded to customers shall be fully subject to review for reasonableness and accuracy in the gas utility's next statement of intent proceeding with the Railroad Commission of Texas, and if applicable, the gas utility shall be required to reconcile any discrepancies.

The following refund as authorized in the most recent negotiated RRM Tariff shall be refunded to each Rate Schedules R – Residential, C – Commercial, I – Industrial and T – Transportation customer's monthly bill in each month for a 12-month period. The refund amount by month by Rate Schedule is shown in the table below:

Rate Schedules	Rate
Rate R – Residential Sales	\$ (0.12)
Rate C – Commercial Sales	\$ (0.41)
Rate I – Industrial Sales	\$ (8.68)
Rate T – Transportation	\$ (8.68)

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	TAX – TAX ADJUSTMENT	
APPLICABLE TO:	Entire Division as Set Forth Below	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	PAGE:

Application

Applicable to Customers taking service under Rate R, Rate C, Rate I, and Rate T, except for exempt State Agency Customers, to the extent of state gross receipts taxes only.

1. State Gross Receipts Taxes

Applicability - Entire Division except for Unincorporated Areas

Each monthly bill shall be adjusted for Miscellaneous state gross receipts taxes imposed by Sections 182-021 - 182-025 of the Texas Tax Code.

Entire Division

Each monthly bill shall also be adjusted by an amount equivalent to the amount of all applicable taxes and any other governmental impositions, rentals, fees, or charges (except state, county, city, and special district ad valorem taxes and taxes on net income) levied, assessed, or imposed upon or allocated to Company with respect to the Gas Service provided to Customer by Company, and any associated facilities involved in the performance of such Gas Service. Each monthly bill shall also be adjusted by an amount equivalent to the proportionate part of any increase or decrease of any tax and any other governmental imposition, rental, fee, or charge (except state, county, city, and special district ad valorem taxes and taxes on net income) levied, assessed, or imposed subsequent to the effective date of this tariff, upon or allocated to Company's operations, by any new or amended law, ordinance, or contract.

2. Federal or State Tax Law or Rate Changes:

Applicability – All Customers in the Mid-Tex Division (“MTX”) Under the RRM Tariff

Applicable to Customers taking service under Rate R, Rate C, Rate I, and Rate T.

To ensure that gas utility customers receive the benefits or costs associated with the changes in tax rates at a federal or state level, MTX shall establish and accrue on its books and records, as of the effective date of the federal or state tax law or rate change: 1) regulatory liabilities to reflect the impact of a decrease in federal corporate income tax rates or state margin tax rates; or, 2) regulatory assets to reflect the impact of an increase in federal corporate income tax rates or state margin tax rates.

The gas utility may not change rates to give effect to a change in Federal or State Tax law or rates through the Rider TAX unless and until the city issues final authorization, an Accounting Order, or other express guidance authorizing such recovery through the RRM process.

Company may also not change rates to capture the impacts associated with the effects of Public Law 117-169, 136 STAT. 1818 of August 16, 2022 (“Tax Act 2022”) and certain other tax-related costs that will change from the amounts included in the most recent base revenue requirement established through an RRM filing unless and until the city issues a final authorization, an Accounting Order, or other express guidance authorizing such recovery.

Upon receipt of authorization from the city through an Accounting Order, final authorization or other express guidance, the calculation applicable to the aforementioned federal or state tax rate or law changes are as follows; however, to the extent there is a conflict between the calculation or methodology

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	TAX – TAX ADJUSTMENT	
APPLICABLE TO:	Entire Division as Set Forth Below	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	PAGE:

prescribed by an Accounting Order, final authorization, or other express guidance, and those contained in this rate schedule, the Accounting Order, final authorization, or other express guidance controls:

Calculations

1. With regard to changes in the tax rates at a federal or state level, the increase or decrease shall be calculated as follows:
 - a. A portion of the gas utility's revenue representing the difference between: 1) the cost of service as approved by the Commission or the applicable regulatory authority in the gas utility's most recent statement of intent or other rate proceeding, and 2) the cost of service that would have resulted had the rates been based on the new federal income tax rate (increase or decrease) or state margin taxes (increase or decrease), as of the effective date of the change;
 - b. If applicable, the portion of the gas utility's revenue representing the difference between: 1) each Interim Rate Adjustment surcharge approved by the regulatory authority since the gas utility's most recent statement of intent or other rate proceeding, and 2) each Interim Rate Adjustment surcharge that would have resulted had the surcharges been based on the new federal income tax rate (increase or decrease) or state margin taxes (increase or decrease), as of the effective date of the change; and
 - c. The excess or deficient deferred tax reserve, including any associated gross up in taxes, caused by the reduction or increase in the federal corporate income tax rate or state related tax increases, as of the effective date of the change.

Upon the receipt of authorization from the Commission or applicable regulatory authority, the gas utility shall separately refund to customers based on a decrease in federal or state tax rates or separately collect from customers based on an increase in federal or state tax rates within twelve (12) months or, pursuant to applicable Internal Revenue Code ("IRC") rules and regulations, as follows:

- d. The amount collected/refunded by the gas utility that reflects the difference in base rates between: 1) the cost of service approved by the regulatory authority in the gas utility's most recent statement of intent rate proceeding, and 2) the cost of service that would have resulted had the rates been based upon the new federal or state tax rates, between the effective date of this order and the effective date of the changes.
- e. If applicable, the amount collected/refunded by the gas utility that reflects the difference between: 1) each Interim Rate Adjustment surcharge approved by the Commission or the regulatory authority since the gas utility's most recent statement of intent rate proceeding, and 2) each Interim Rate Adjustment surcharge that would have resulted had the rates been based upon the new federal or state tax rates, between the effective date of this order and the effective date of the changes.
- f. The amount collected/refunded by the gas utility that reflects the difference in the excess or deficient deferred tax reserve included in base rates between: 1) the cost of service approved by the Commission or the regulatory authority in the gas utility's most recent statement of intent rate proceeding, and 2) the cost of service that would have resulted had the rates been based upon the new federal or state tax rates, between the effective date of this order and the effective date of the changes. These amounts shall be refunded or collected from customers based upon IRC rules and regulations if applicable.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	TAX – TAX ADJUSTMENT	
APPLICABLE TO:	Entire Division as Set Forth Below	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	PAGE:

2. With regard to the Tax Act 2022 and certain other tax-related costs that will change from the amounts included in the base revenue requirement established through an RRM filing, any change in rates shall be calculated as follows:

- (a) The amount shall be calculated as the product of Company's grossed-up rate of return authorized in the cost of service as approved by the Commission or the applicable regulatory authority in the gas utility's most recent statement of intent or other rate proceeding times the Corporate Alternative Minimum Tax deferred tax asset ("CAMT DTA") estimated at September 30 of the fiscal year or applicable quarter-end within a fiscal year prior to the annual change in the rates pursuant to this tariff, less the income tax credits received in accordance with IRC requirements applicable to the Tax Act 2022 grossed-up for income taxes to a revenue equivalent.
- (b) The estimated CAMT DTA and the related effects on the rider revenue requirements shall be trued up to the actual effects in the following year and the over/under recovery amortized over the twelve months that each year's recalculated tariff rates are in effect. The over/under recovery shall include a grossed-up rate of return as authorized in Company's most recent statement of intent or other rate proceeding.
- (c) The methodology for computing Company's CAMT is as follows:
 - i. Confirm when Atmos Energy Corporation and its affiliates are subject to CAMT as an "applicable corporation" as defined the Tax Act 2022, then there will be MTX's CAMT DTA in the tariff.
 - ii. Calculate the Mid-Tex Division's (MTX) contribution to Adjusted Financial Statement Income ("AFSI") on a stand-alone basis. MTX's AFSI is calculated by adjusting MTX's applicable financial statement income by adjustments to depreciation, pension costs and federal income tax to arrive at AFSI. AFSI is intended to be computed consistent with applicable IRC requirements.
 - iii. Compare MTX's CAMT stand-alone amount with MTX's regular stand-alone tax liability. If the stand alone CAMT is in excess of the stand-alone regular tax, the CAMT DTA is recorded to MTX.

If the Internal Revenue Service issues new guidance related to the Tax Act 2022, Company shall have the right to make additional filings to recognize such adjustments.

Any Commission filing made to give effect to Federal or State Tax Law or Rate Changes shall be filed within 12-months following the enactment of a tax rate change with the Commission's Oversight and Safety Division or as part of a Statement of Intent.

Any city filing made to give effect to Federal or State Tax Law or Rate Changes shall be filed within 12-months following the enactment of a tax rate change and addressed to the city official at the address of record with the Mid-Tex Division.

With the exception of the authorization required from the Commission to allow the gas utility to recognize the new federal income tax rate (increase or decrease) or state taxes (increase or decrease) or the impacts associated with the effects of the Tax Act 2022 and certain other tax-related costs that will change from the amounts included in the base revenue requirement in the last approved RRM Tariff filing, no action on the part of the regulatory authority is required to give effect to the amount to be refunded or

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	TAX – TAX ADJUSTMENT	
APPLICABLE TO:	Entire Division as Set Forth Below	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	PAGE:

collected from customers. However, any amount refunded or collected from customers shall be fully subject to review for reasonableness and accuracy in the gas utility's next statement of intent proceeding, and if applicable, the gas utility shall be required to reconcile any discrepancies.

Regulatory orders issued pursuant to this mechanism are ratemaking orders and shall be subject to appeal under Sections 102.001(b) and 103.021, et seq., of the Texas Utilities Code (Vernon 2007). Rate changes subject to the provisions of this tariff may be implemented upon the filing of an appeal to the relevant authority.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Provisions for Adjustment

The Commodity Charge per Ccf (100 cubic feet) for gas service set forth in any Rate Schedules utilized by the cities of the Mid-Tex Division service area for determining normalized winter period revenues shall be adjusted by an amount hereinafter described, which amount is referred to as the "Weather Normalization Adjustment." The Weather Normalization Adjustment shall apply to all temperature sensitive residential and commercial bills based on meters read during the revenue months of November through April. The five regional weather stations are Abilene, Austin, Dallas, Waco, and Wichita Falls.

Computation of Weather Normalization Adjustment

The Weather Normalization Adjustment Factor shall be computed to the nearest one-hundredth cent per Ccf by the following formula:

$$WNAF_i = R_i \frac{(HSF_i \times (NDD-ADD))}{(BL_i + (HSF_i \times ADD))}$$

Where

i = any particular Rate Schedule or billing classification within any such particular Rate Schedule that contains more than one billing classification

$WNAF_i$ = Weather Normalization Adjustment Factor for the i^{th} rate schedule or classification expressed in cents per Ccf

R_i = Commodity Charge rate of temperature sensitive sales for the i^{th} schedule or classification.

HSF_i = heat sensitive factor for the i^{th} schedule or classification divided by the average bill count in that class

NDD = billing cycle normal heating degree days calculated as the simple ten-year average of actual heating degree days.

ADD = billing cycle actual heating degree days.

BL_i = base load sales for the i^{th} schedule or classification divided by the average bill count in that class

The Weather Normalization Adjustment for the j th customer in i th rate schedule is computed as:

$$WNA_i = WNAF_i \times q_{ij}$$

Where q_{ij} is the relevant sales quantity for the j th customer in i th rate schedule.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2025	

Base Use/Heat Use Factors

Weather Station	<u>Residential</u>		<u>Commercial</u>	
	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>
Abilene	9.61	0.1476	91.65	0.7406
Austin	8.19	0.1394	183.99	1.1581
Dallas	12.74	0.2017	193.53	1.1001
Waco	9.23	0.1277	148.26	0.7631
Wichita Falls	10.43	0.1387	122.94	0.7038

Weather Normalization Adjustment (WNA) Report

On or before June 1 of each year, the company posts on its website at www.atmosenergy.com/MTXtariffs, in Excel format, a *Weather Normalization Adjustment (WNA) Report* to show how the company calculated its WNAs factor during the preceding winter season. Additionally, on or before June 1 of each year, the company files one hard copy and an Excel version of the *WNA Report* with the Railroad Commission of Texas' Gas Services Division, addressed to the Director of that Division.

**ATMOS ENERGY CORP., MID-TEX DIVISION
MID-TEX RATE REVIEW MECHANISM
PENSIONS AND RETIREE MEDICAL BENEFITS FOR CITIES APPROVAL
TEST YEAR ENDING DECEMBER 31, 2024**

Line No.	Description	Shared Services		Mid-Tex Direct			Adjustment Total
		Pension Account Plan	Post-Employment Benefit Plan	Pension Account Plan	Post-Employment Benefit Plan	Supplemental Executive Benefit Plan	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	Proposed Benefits Benchmark -						
	Fiscal Year 2025 Willis Towers Watson Report as adjusted	\$ 572,372	\$ (649,253)	\$ 882,931	\$ (3,920,499)	\$ 65,943	
2	Allocation Factor	46.27%	46.27%	84.14%	84.14%	100.00%	
3	Proposed Benefits Benchmark Costs Allocated to Mid-Tex (Ln 1 x Ln 2)	\$ 264,856	\$ (300,432)	\$ 742,888	\$ (3,298,664)	\$ 65,943	
4	O&M and Capital Allocation Factor	100.00%	100.00%	100.00%	100.00%	100.00%	
5	Proposed Benefits Benchmark Costs to Approve (Ln 3 x Ln 4)	\$ 264,856	\$ (300,432)	\$ 742,888	\$ (3,298,664)	\$ 65,943	\$ (2,525,408)
6							
7	O&M Expense Factor	76.41%	76.41%	39.54%	39.54%	10.97%	
8							
9	Summary of Costs to Approve:						
10	Total Pension Account Plan	\$ 202,374		\$ 293,727			\$ 496,101
11	Total Post-Employment Benefit Plan		\$ (229,557)		\$ (1,304,242)		(1,533,799)
12	Total Supplemental Executive Benefit Plan					\$ 7,231	7,231
13	Total (Ln 10 + Ln 11 + Ln 12)	\$ 202,374	\$ (229,557)	\$ 293,727	\$ (1,304,242)	\$ 7,231	\$ (1,030,467)

ATMOS ENERGY CORP., MID-TEX DIVISION
MID-TEX RATE REVIEW MECHANISM
AVERAGE BILL COMPARISON - BASE RATES
TEST YEAR ENDING DECEMBER 31, 2024

Line No.	Description	Average Volumes	Current Rates	Proposed Rates	Current Average Bill	Proposed Average Bill	Amount Change	Percent Change
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
1	<u>Rate R @ 42.1 Ccf</u>							
2	Base Rates:							
3	Customer Charge		\$ 22.95	\$ 23.65	\$ 22.95	\$ 23.65	\$ 0.70	
4	Consumption Charge (Ccf)	42.1	\$ 0.58974	\$ 0.74748	24.80	31.44	6.64	
5	Total Base Rates				<u>\$ 47.75</u>	<u>\$ 55.09</u>	<u>\$ 7.34</u>	15.37%
6								
7	Gas Cost:							
8	Rider GCR Part A (Ccf)	42.1	\$ 0.20875	\$ 0.20875	\$ 8.78	\$ 8.78	\$ -	
9	Rider GCR Part B (Ccf)	42.1	\$ 0.53838	\$ 0.53838	22.64	22.64	-	
10	Total Gas Cost				<u>\$ 31.42</u>	<u>\$ 31.42</u>	<u>\$ -</u>	0.00%
11								
12	Total Base with Gas Cost				\$ 79.17	\$ 86.51	\$ 7.34	
13	Rider FF & Rider TAX		0.06725	0.06725	5.32	5.82	0.49	9.27%
14								
15	Total Residential Average Bill				<u>\$ 84.49</u>	<u>\$ 92.33</u>	<u>\$ 7.83</u>	<u>9.27%</u>
16								
17	<u>Rate C @ 367.6 Ccf</u>							
18	Base Rates:							
19	Customer Charge		\$ 81.75	\$ 94.00	\$ 81.75	\$ 94.00	\$ 12.25	
20	Consumption Charge (Ccf)	367.6	\$ 0.19033	\$ 0.22261	69.97	81.83	11.86	
21	Total Base Rates				<u>\$ 151.72</u>	<u>\$ 175.83</u>	<u>\$ 24.11</u>	15.89%
22								
23	Gas Cost:							
24	Rider GCR Part A	367.6	\$ 0.20875	\$ 0.20875	\$ 76.74	\$ 76.74	\$ -	
25	Rider GCR Part B	367.6	\$ 0.37860	\$ 0.37860	139.18	139.18	-	
26	Total Gas Cost				<u>\$ 215.92</u>	<u>\$ 215.92</u>	<u>\$ -</u>	0.00%
27								
28	Total Base with Gas Cost				\$ 367.64	\$ 391.75	\$ 24.11	
29	Rider FF & Rider TAX		0.06725	0.06725	24.72	26.35	1.62	6.56%
30								
31	Total Commercial Average Bill				<u>\$ 392.36</u>	<u>\$ 418.10</u>	<u>\$ 25.73</u>	<u>6.56%</u>
32								

ATMOS ENERGY CORP., MID-TEX DIVISION
MID-TEX RATE REVIEW MECHANISM
AVERAGE BILL COMPARISON - BASE RATES
TEST YEAR ENDING DECEMBER 31, 2024

Line No.	Description	Average Volumes	Current Rates	Proposed Rates	Current Average Bill	Proposed Average Bill	Amount Change	Percent Change
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
33	<u>Rate I at 1277 MMBTU</u>							
34	Base Rates:							
35	Customer Charge		\$1,587.75	\$ 1,848.75	\$ 1,587.75	\$ 1,848.75	\$ 261.00	
36	Block 1 - Consumption Charge (MMBtu)	1,277	\$ 0.6553	\$ 0.7678	836.99	980.69	143.69	
37	Block 2 - Consumption Charge (MMBtu)	-	\$ 0.4799	\$ 0.5623	-	-	-	
38	Block 3 - Consumption Charge (MMBtu)	-	\$ 0.1029	\$ 0.1206	-	-	-	
39	Total Base Rates	<u>1,277</u>			<u>\$ 2,424.74</u>	<u>\$ 2,829.44</u>	<u>\$ 404.69</u>	16.69%
40								
41	Gas Cost:							
42	Rider GCR Part A (MMBtu)	1,277	\$ 2.07711	\$ 2.07711	\$ 2,653.03	\$ 2,653.03	\$ -	
43	Rider GCR Part B (MMBtu)	1,277	\$ 0.88986	\$ 0.88986	1,136.59	1,136.59	-	
44	Total Gas Cost				<u>\$ 3,789.63</u>	<u>\$ 3,789.63</u>	<u>\$ -</u>	0.00%
45								
46	Total Base with Gas Cost				\$ 6,214.37	\$ 6,619.07	\$ 404.69	
47	Rider FF and Rider TAX		0.06725	0.06725	417.92	445.14	27.22	6.51%
48								
49	Total Industrial Average Bill				<u>\$ 6,632.29</u>	<u>\$ 7,064.20</u>	<u>\$ 431.91</u>	<u>6.51%</u>
50								
51	<u>Rate T at 4534 MMBTU</u>							
52	Base Rates:							
53	Customer Charge		\$1,587.75	\$ 1,848.75	\$ 1,587.75	\$ 1,848.75	\$ 261.00	
54	Block 1 - Consumption Charge (MMBtu)	1,500	\$ 0.6553	\$ 0.7678	982.95	1,151.70	168.75	
55	Block 2 - Consumption Charge (MMBtu)	3,034	\$ 0.4799	\$ 0.5623	1,456.19	1,706.22	250.03	
56	Block 3 - Consumption Charge (MMBtu)	-	\$ 0.1029	\$ 0.1206	-	-	-	
57	Total Base Rates	<u>4,534</u>			<u>\$ 4,026.89</u>	<u>\$ 4,706.67</u>	<u>\$ 679.78</u>	16.88%
58								
59	Gas Cost:							
60	Rider GCR Part B (MMBtu)	4,534	\$ 0.88986	\$ 0.88986	\$ 4,034.96	\$ 4,034.96	\$ -	
61	Total Gas Cost				<u>\$ 4,034.96</u>	<u>\$ 4,034.96</u>	<u>\$ -</u>	0.00%
62								
63	Total Base with Gas Cost				\$ 8,061.85	\$ 8,741.63	\$ 679.78	
64	Rider FF and Rider TAX		0.06725	0.06725	542.17	587.88	45.72	8.43%
65								
66	Total Transportation Average Bill				<u>\$ 8,604.01</u>	<u>\$ 9,329.51</u>	<u>\$ 725.50</u>	<u>8.43%</u>



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** H.2.
FROM: Cayce Lay Lamas, Finance Director, Finance
SUBJECT: Discuss, consider and act regarding Ordinance 1031 to adopt amendments to the Town of Westlake's Texas Municipal Retirement System Benefits Authorizing (1) Annually Accruing Updated Service Credits and Transfer Updated Service Credits; and (2) Annually Accruing Annuity Increases, also referred to as Cost of Living Adjustments (COLAs) for Retirees and their Beneficiaries.

ATTACHMENTS:

1. Ordinance 1031 Westlake TMRS - USC-RT_COLA-R
2. Westlake 2026 Plan Change Study_50% COLA R
3. Westlake TMRS Transmittal - USCT_COLA_R

SUMMARY :

The Town of Westlake will update its post-employment benefit plan to include an allowable 50% repeating and retroactive cost of living adjustment (COLA) for retirees and their beneficiaries in the Texas Municipal Retirement System (TMRS), a statewide defined benefit system. The Town's current plan does not include a COLA option, which is a challenge in recruiting and out of line with industry norms.

BACKGROUND AND DISCUSSION:

The plan change to include an allowable 50% repeating and retroactive cost of living adjustment (COLA) for retirees and their beneficiaries in the Texas Municipal Retirement System (TMRS) is one important piece in the efforts to bring Westlake closer to industry-standard compensation and benefits. The Town's current plan does not include a COLA option, which is common with other municipalities and puts us at a disadvantage in recruiting. The State of Texas passed a bill in 2023 that will allow us to update our election until December 31, 2025. TMRS provided an analysis of six (6) available options and their costs, which were then compared against our survey cities and the impact on the overall budget. By selecting the mid-range option with the retroactive COLA, the total increase in pension costs for the change in plan in fiscal year 2026 is \$290,739. This increase does include the addition of net three (3) full-time equivalents and is included in the proposed budget. After passage of the ordinance, the plan changes will be effective on January 1, 2026.

FISCAL IMPACT:

The fiscal impact is a \$290,739 increase to the fiscal year 2026 budget.

LEGAL REVIEW:

N/A

RECOMMENDATION:

Staff recommends approval of Ordinance 1031, as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Deny

Motion to Approve with Changes/Conditions

Motion to Continue or Table

TOWN OF WESTLAKE

ORDINANCE NO. 1031

AN ORDINANCE OF THE TOWN OF WESTLAKE REGARDING THE TOWN OF WESTLAKE'S TEXAS MUNICIPAL RETIREMENT SYSTEM BENEFITS AUTHORIZING: (1) ANNUALLY ACCRUING UPDATED SERVICE CREDITS AND TRANSFER UPDATED SERVICE CREDITS; AND (2) ANNUALLY ACCRUING ANNUITY INCREASES, ALSO REFERRED TO AS COST OF LIVING ADJUSTMENTS (COLAS) FOR RETIREES AND THEIR BENEFICIARIES.

WHEREAS, the Town of Westlake, Texas (the "City"), elected to participate in the Texas Municipal Retirement System (the "System" or "TMRS") pursuant to Subtitle G of Title 8, Texas Government Code, as amended (which subtitle is referred to as the "TMRS Act"); and

WHEREAS, each person who is or becomes an employee of the City on or after the effective date of the City's participation in the System in a position that normally requires services of 1,000 hours or more per year ("Employee") shall be a member of the System ("Member") as a condition of their employment; and

WHEREAS, the Town Council finds that it is in the public interest to: (1) in accordance with TMRS Act §853.404 and §854.203(h), reauthorize annually accruing Updated Service Credits and provide transfer Updated Service Credits, and (2) in accordance with TMRS Act §854.203 and §853.404, authorize annually accruing annuity increases, also referred to as cost of living adjustments ("COLAs") for retirees and their beneficiaries, now, therefore:

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

SECTION 1. Authorization of Annually Accruing Updated Service Credits and Transfer Updated Service Credits.

(a) As authorized by TMRS Act §854.203(h) and §853.404, and on the terms and conditions set out in TMRS Act §§853.401 through 853.404, the City authorizes each Member of the System who on the first day of January of the calendar year immediately preceding the January 1 on which the Updated Service Credits will take effect (i) has current service credit or prior service credit in the System by reason of service to the City, (ii) has at least 36 months of credited service with the System, and (iii) is a TMRS-contributing Employee of the City, to receive "Updated Service Credit," as that term is defined and calculated in accordance with TMRS Act §853.402.

(b) The City authorizes and provides that each Employee of the City who (i) is eligible for Updated Service Credits under Subsection (a) above, and (ii) who has unforfeited prior service credit and/or current service credit with another System-participating municipality or municipalities by reason of previous employment, shall be credited with Updated Service Credits pursuant to, calculated in

accordance with, and subject to adjustment as set forth in TMRS Act §853.601 (also known as “Transfer USC”), both as to the initial grant and all future grants under this Ordinance.

(c) The Updated Service Credit authorized and provided under this Ordinance shall be **100%** of the “base Updated Service Credit” of the TMRS Member calculated as provided in TMRS Act §853.402.

(d) Each Updated Service Credit authorized and provided by this Ordinance shall replace any Updated Service Credit, prior service credit, special prior service credit, or antecedent service credit previously authorized for part of the same service.

(e) The initial Updated Service Credit authorized by this Section shall be effective on January 1 immediately following the year in which this Ordinance is approved, subject to receipt by the System prior to such January 1 and approval by the Board of Trustees (“Board”) of the System. Pursuant to TMRS Act §853.404, the authorization and grant of Updated Service Credits in this Section shall be effective on January 1 of each subsequent year, using the same percentage of the “base Updated Service Credit” stated in Subsection (c) in computing Updated Service Credits for each future year, provided that, as to such subsequent year, the actuary for the System has made the determination set forth in TMRS Act §853.404(d), until this Ordinance ceases to be in effect as provided in TMRS Act §853.404(e).

SECTION 2. Authorization of Annual Increases in Retirement Annuities, or COLAs.

(a) On the terms and conditions set out in TMRS Act §854.203 and §853.404, the City authorizes and provides for payment of the increases described by this Section to the annuities paid to retired City Employees and beneficiaries of deceased City retirees (such increases also called COLAs). An annuity increased under this Section replaces any annuity or increased annuity previously granted to the same person.

(b) The amount of the annuity increase under this Section is computed as the sum of the prior service and current service annuities on the effective date of retirement of the person on whose service the annuities are based, multiplied by 50% of the percentage change in Consumer Price Index for All Urban Consumers, from December of the year immediately preceding the effective date of the person's retirement to the December that is 13 months before the effective date of the increase under this Section.

(c) An increase in an annuity that was reduced because of an option selection is reducible in the same proportion and in the same manner that the original annuity was reduced.

(d) If a computation under this Section does not result in an increase in the amount of an annuity, the amount of the annuity will not be changed under this Section.

(e) The amount by which an increase under this Section exceeds all previously granted increases to an annuitant is an obligation of the City and of its account in the benefit accumulation fund of the System.

(f) The initial increase in annuities authorized by this Section shall be effective on January 1 immediately following the year in which this Ordinance is approved, subject to receipt by the System prior

to such January 1 and approval by the System's Board. Pursuant to TMRS Act §853.404, an increase in retirement annuities shall be made on January 1 of each subsequent year, provided that, as to such subsequent year, the actuary for the System has made the determination set forth in TMRS Act §853.404(d), until this Ordinance ceases to be in effect as provided in TMRS Act §853.404(e).

PASSED AND APPROVED ON THIS 16TH DAY OF SEPTEMBER 2025.

Kim Greaves, Mayor

ATTEST:

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney

2026 Rates • Westlake

August 7, 2025

Plan Provisions	Current	Option 1
Employee Contribution Rate	7%	7%
City Matching Ratio	2 to 1	2 to 1
Updated Service Credit (USC)	100% (Repeating)	100% (Repeating)
Transfer USC *	Yes	Yes
COLA	None	50% (Repeating)
Retroactive COLA	No	Yes
Retirement Eligibility	20 years	20 years
Vesting	5 years	5 years
Supplemental Death Benefit	Actives + Retirees	Actives + Retirees
Contribution Rates	2026	2026
Normal Cost Rate	11.09%	13.17%
Prior Service Rate	<u>2.42%</u>	<u>5.82%</u>
Retirement Rate	13.51%	18.99%
Supplemental Death Rate	<u>0.17%</u>	<u>0.17%</u>
Total Contribution Rate	13.68%	19.16%
Unfunded Actuarial Liability	\$1,483,989	\$3,754,940
Funded Ratio	90.3%	78.7%
Benefit Increase Amortization Period	20 years	20 years

* As of the December 31, 2024 valuation date, there were 17 employees with service in other TMRS cities eligible for transfer USC.



August 8, 2025

Cayce Lay Lamas
Director of Finance
Town of Westlake
1500 Solana Blvd. Bldg. 7 Suite 7200
Westlake, TX 76262

Dear Ms. Lay Lamas:

We are pleased to enclose a model ordinance for your town to adopt:

**100% Updated Service Credit with Transfers
50% Cost of Living Adjustment Increase to Annuitants
Both Annually Repeating**

Both Effective January 1, 2026

By statute, when a town offers Updated Service Credits (USC) on an annually repeating basis, the town must readopt this annually repeating provision when adopting Cost of Living Adjustments (COLA). Therefore, the enclosed ordinance includes the town's readoption of this benefit.

By adopting this ordinance, the town will not have to adopt an ordinance each year to reauthorize the calculation of USC/COLA. These benefits will remain in effect for future years until such time as they are discontinued by an ordinance adopted by the Town Council.

With the adoption of these additional benefits, the town's contribution rate will be **19.16%** beginning January 1, 2026.

Please make sure the ordinance is adopted and signed before the effective date. When the ordinance is adopted, please send a copy to City Services at cityservices@tmrs.com.

If you have any questions about the model ordinance or anything else, please call me at 512-225-3742.

Sincerely,

A handwritten signature in blue ink, appearing to read "Colin Davidson", is written over a light blue circular stamp.

Colin Davidson
Director of City and Member Services



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** H.3.
FROM: Cayce Lay Lamas, Finance Director, Finance
SUBJECT: Discuss, consider and act to approve Resolution 25-31 approving FY2026 Financial Policies.

ATTACHMENTS:

1. Res 25-31 Financial Policies FY2026
2. Financial Policies_FY26
3. Debt Management Policies_FY26
4. Purchasing Authority Policy_FY26
5. Contract Authority_FY26
6. Procurement Card Policy_FY26
7. Prohibited Activities_FY26

SUMMARY :

The financial policies for Westlake are approved annually to provide transparency, communicate expectations in line with best practices, and promote fiscal responsibility. The policies apply to both the Town and Academy; any differences are noted within the policies, as applicable.

BACKGROUND AND DISCUSSION:

The Town of Westlake/Westlake Academy has a fiduciary responsibility to accurately account for the public funds it is tasked with managing. The financial policies are established in order to provide guidance on the appropriate accounting, planning, and use of all funds and to ensure fiscal sustainability and stewardship.

Financial policies, as approved by the Council/Board, provide the framework for staff to create sound administrative procedures and effective decision-making. Staff has the authority to create and enforce additional policies or standard operating procedures that support approved financial policies and provide additional guidance to ensure consistent application of the policies. The financial policies are included in the annual operating budget documents, when published.

For FY2026, the following changes were made:

- Update of fund balance policies within the Financial Policies
- Adjust the Head of School's spending authority from 20k to 50k in the Purchasing Authority and Contracts Authority Policies

- Clarify the application of recently passed legislation on the increased competitive bidding threshold in the Purchasing Authority Policy
- Addition of a Debt Management Policy
- Routine minor edits or corrections with no substantive changes

Presentation and approval of financial policies is not a requirement for the Council/Board, but is in the best interest of Westlake's stakeholders.

FISCAL IMPACT:

There is no fiscal impact to this item

LEGAL REVIEW:

N/A.

RECOMMENDATION:

Approve Resolution 25-31 approving FY 2026 Financial Policies, as presented.

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Approve with Changes/Conditions

Motion to Deny

Motion to Continue or Table

TOWN OF WESTLAKE

RESOLUTION NO. 25-31

A RESOLUTION OF THE TOWN COUNCIL OF WESTLAKE APPROVING FINANCIAL POLICIES FOR FISCAL YEAR 2026; AND TAKE APPROPRIATE ACTION.

WHEREAS, the Town Council requested a review of Financial Policies to be adopted annually, and according to all applicable legal requirements; and

WHEREAS, the proposed policies include an overall Financial Policy, Debt Management Policy, Purchasing Authority Policy, Contract Authority Policy, Procurement Card Policy, and Prohibited Activities Policy; and

WHEREAS, the proposed policies are applicable to the Town of Westlake and Westlake Academy, with any demarcations clearly defined therein; 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 adopts the attached Financial Policies for the Fiscal Year 2026.

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 16TH DAY OF SEPTEMBER, 2025.

ATTEST:

Kim Greaves, Mayor

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney

Financial Policies

Outline

1. Policy Statement
2. Scope
3. Basis of Accounting & Budgeting
4. Annual Budget
5. Fund Balance Policies
6. Debt Service
7. Financial Reporting
8. Approval Process

Policy Statement

The Town of Westlake/Westlake Academy has a fiduciary responsibility to its citizens and stakeholders to accurately account for the public funds it is tasked with managing. The financial policies are established in order to provide guidance on the appropriate accounting, planning, and use of all funds and to ensure fiscal sustainability and stewardship.

These policies are reviewed and updated periodically by the Town Manager, Head of School, and Director of Finance, in accordance with direction from the Town Council/Board of Trustees. This Financial Policy, along with any other policies enacting or defining authority granted, will be presented to the Council/Board for approval of any changes.

Scope

The Financial Policies within this policy apply to both the Town and the Academy. This policy includes the basis of accounting and budgeting, annual budget responsibilities, debt management, and financial reporting. Policies and procedures relating to the administrative functions in each of these areas are the responsibility of staff for review and updates.

Basis of Accounting & Budgeting

Basis of Accounting

The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles applicable to state and local governments. The accounting and reporting policies conform to these generally accepted accounting principles (GAAP). The Academy is additionally subject to Texas Education Authority (TEA) accounting structure and financial reporting.

The Town and Academy are organized and operate on the basis of funds and account groups. Each fund is a separate accounting entity with a self-balancing set of accounts, which are segregated for the purpose of executing specified activities, in accordance with regulations, restrictions, and limitations.

Governmental fund types (General Fund, Debt Service, Special Revenue, Academy, and Capital) use the flow of current financial resources focus of measurement and the modified accrual basis of accounting,

with revenues recorded when measurable and available, and expenditures budgeted in the period in which the liability is incurred. Revenues are considered available when they are collectable within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recognized when the liability is incurred, if measurable.

Proprietary funds (Utility Fund, Internal Service Funds) are accounted for using the economic resources focus of measurement and the accrual basis of accounting, with revenues recorded when earned and expenses recorded when a liability is incurred.

Basis of Budgeting

Both the Town and Academy prepare budgets in a manner consistent with generally accepted accounting principles (GAAP) for their funds. Revenues and expenditures are budgeted based on the expected flow of funds. Revenues are budgeted in the period they are expected to be available. Expenditures are budgeted when the service is expected to be provided. The basis of accounting and budgeting are essentially the same.

Annual Budget

The Town and Academy are both required to prepare an annual operating budget that must be approved by the governing body prior to the beginning of its fiscal year. The budgets must define, on a fund and function basis, the expected revenues and expenditures for the year. The budgets must include presentation on the financial activities for the most recently closed fiscal year, the current adopted and revised/amended budgets, and the planned budget for the upcoming fiscal year. Additionally, debt obligations in aggregate and the principal and interest requirements reflecting the outflow of funds for the fiscal year must be included.

Both the Town and Academy are required to present a balanced budget, defined as an operating fiscal plan in which resources (current revenues plus available fund balance) are projected to equal or exceed planned expenditures on both the fund and aggregate basis. Council/Board must approve the use of fund balance when current revenues are not expected to be available or sufficient for expenditures in the current period.

Council/Board approve the number of full-time equivalent (FTE) positions, along with associated dollars, as part of the annual budget approval. Any changes to the FTE count and/or budget, including changes to pay rate and structure, must be presented and approved by Council/Board at an open meeting. Staff is not authorized to hire unbudgeted positions.

Budgetary control for appropriations is at the department/function level for the General Funds and at the fund level for all other funds.

Town

The Town of Westlake has a fiscal year beginning October 1 and ending September 30. The Council's role in development is to provide staff with strategic priorities and expected service levels for the upcoming fiscal year. Staff is responsible for developing the details of the spending plan and presenting to Council for review and approval.

As a municipality with taxing authority, the Council is responsible for adopting an ad valorem tax rate. The tax rate can only be approved in support of the annual operating budget. Taxes are levied based on

taxable values, as determined by the appropriate appraisal district. The adopted tax rate must be set in two (2) portions: maintenance and operations (M&O), which fund operations in the General Fund; and interest and sinking (I&S), which is set each year to ensure the principal and interest requirements for the fiscal year are met.

Academy

Westlake Academy operates with a July 1 to June 30 fiscal year. The Board's role in development is to provide staff with strategic priorities and desired enrollment for the upcoming fiscal year. Staff is responsible for developing the details of the spending plan and presenting to the Board for review and approval.

The Academy does not have any taxing authority and is therefore exempt from statutes or processes relating to the adoption of a tax rate and imposition of a tax levy.

The Academy does have additional requirements from Texas Education Agency (TEA) in order to receive state funds. Procedures to account for and report on those funds are considered administrative.

Budget Amendments

During the course of a fiscal year, it may be necessary to make changes to the adopted budget. This could occur when receipts or costs exceed or significantly fall short of the amounts budgeted. The Council/Board delegates the authority to adjust the budgets, at the appropriate budgetary control, to the Town Manager and Head of School for their respective budgets using budget transfers. The Town's budgetary control is at the fund level; the Academy's budget control is at the function level.

Adjustments for purchases must adhere to the appropriate purchasing authority policy. Budget adjustments may not increase or decrease the appropriation amounts approved within the adopted budget.

When additional appropriations are required for revenues or expenditures above or significantly below the amounts adopted in the budget, staff must prepare a proposal to amend the adopted budget and Council/Board must approve the amendment. Budget amendments may be presented as a course of administrative reconciliation for items previously approved by Council/Board.

Fund Balance Policies

Any use of fund balance must be approved by the Town Council/Board of Trustees.

General Fund – Town

The Town shall strive to maintain the General Fund unassigned minimum fund balance at, or in excess of, 180 days of operations, as defined by the projected expenditures for the upcoming year.

Use of fund balance requires Council/Board approval. After each fiscal year, staff will analyze the amount of sales tax funds received over the budgeted amount and transfer that from the General Fund to either an internal service fund or a capital fund, as dictated by need.

General Fund – Academy

The Academy shall strive to maintain the General Fund unassigned minimum fund balance at, or in excess of, 45 days of operations, as defined by the projected expenditures for the upcoming year.

Special Revenue Funds

Fund balances within each special revenue fund are considered restricted for that purpose defined by the fund. Due to applicable regulations, restrictions, or limitations, it may be necessary to collect revenues and expend funds in different periods, as identified needs dictate. Expenditures can only be budgeted when current revenues plus fund balance allow.

Each special revenue fund shall strive to maintain a minimum fund balance at, or in excess of, 25% of the next year's projected expenditures.

Proprietary Funds

Retained earnings within the enterprise funds must be positive and meet bond covenants and coverage requirements, as applicable. Fund balance in enterprise funds contain contributions, which are considered non-spendable. The Utility Fund shall strive to maintain a minimum fund balance of 25% of next year's expenditures.

Retained earnings within internal service funds must be positive and are considered restricted for the purpose of the fund. There is not a minimum fund balance requirement for internal service funds.

Capital Funds

Fund balances within the capital fund represent dollars available to fund major projects or purchases. There is not a minimum fund balance requirement, however, Council may require funds be available prior to approval of a project or purchase. Fund balances may be made up of bond proceeds, donations, interest earnings, intergovernmental transfers, or sales tax funds received above budget in the General Fund (as determined at the year end balance).

Debt Service Funds

Debt service funds operate on the current basis of budgeting and have a minimum fund balance requirement equal to one-twelfth of the annual principal and interest requirements. Due to the nature of debt obligations, all debt is backed by the full faith and credit of the Town.

Debt Service

The Town is an authorized issuer of debt obligations, but the Academy is not. Debt may be issued by the Town on behalf of the Academy in accordance with policy. Debt may be periodically issued for capital improvements, including construction, acquisition, or improvements of long-term assets, or to refinance existing debt obligations in a manner benefiting the Town. Debt may not be issued for the purpose of financing current operations, nor may any debt proceeds be utilized for that purpose.

Debt financing includes general obligation bonds, certificates of obligations, revenue bonds, tax notes, lease agreements, and other instruments permitted under Texas law. The Town will consider the expected life of the asset, expected cash flow to complete the project, and ongoing costs prior to issuing debt. Instruments will be chosen on this basis and incorporate analysis of available cash, repayment structure, and the expertise of the designated Financial Advisor. All issuances must be approved by the Council/Board.

Staff and the Financial Advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt. As a general rule, the present value savings of a particular refunding should exceed 3.5% of the refunded maturities.

State statutes do not prescribe a legal debt limit. The Town Council/Board of Trustees may choose to impose a limit, which would be voted upon and included in a future update of this policy.

The Town is required to conform to all covenants of its debt obligations. More information is codified in the Debt Management Policy.

Financial Reporting

Financial statements for the Town and Academy shall include all activities for which the entity exercises oversight responsibilities, defined as the ability to significantly influence operations, appoint management, and fiscal interdependency.

Both the Town and Academy are required to prepare financial and investment reports to be presented to the Council/Board quarterly. Quarterly reports will include comparisons of actual activities against budgets, narrative context, and the performance of investments for the quarter.

Both the Town and Academy are required to prepare an annual comprehensive financial report (ACFR) with the engaged audit firm for the prior fiscal year. Due to the difference in the fiscal years, the Academy will complete their audit prior to the Town each year. The Town's ACFR will include the Westlake Academy as a major function.

Approval Process

This Financial Policy, along with the policies on Purchasing Authority, Prohibited/Restricted Activities, Contracts Authority, Procurement Cards, Debt Management, and Investment Policy will be presented and discussed with the Council/Board at least annually as part of the budget process. Initial presentation and discussion may occur with the Finance Committee. Changes suggested will be incorporated and presented to the Council/Board at the appropriate budget workshop. Final updated policies will be approved via resolution at the same meeting as the annual operating budget.

Debt Management Policy

Outline

1. Policy Statement
2. Scope
3. Debt Types
4. Debt Limit
5. Issuance Guidelines
6. Debt Obligations

Policy Statement

The Town of Westlake/Westlake Academy has a fiduciary responsibility to its citizens and stakeholders to prudently manage its debt obligations. The debt management policies are established in order to provide guidance on the appropriate activities needed to ensure Westlake maintains a sound financial position while effectively meeting its capital needs.

These policies are reviewed and updated periodically by the Town Manager, Head of School, and Director of Finance, in accordance with direction from the Town Council/Board of Trustees. This Policy, along with any other policies enacting or defining authority granted, will be presented to the Council/Board for approval of any changes.

Scope

The Debt Management Policies within this policy apply to only the Town, as the Academy is not authorized to issue its own debt, with the exception of Board-approved operating leases for technology equipment. This policy acts as a supplement to both the Financial Policies and Investment Policy approved for the Town and Academy by the Council/Board and is intended to provide further clarification on the Town's framework for debt management.

Debt Types

Allowable debt types include, but are not limited to, the following instruments:

General Obligation Bonds (GO Bonds): Issued only with majority voter approval; proceeds limited to acquiring or improving real property and public facilities (e.g., infrastructure, educational, public safety). Increases in property tax will be proposed, if necessary, for debt service.

Certificates of Obligation (CO Bonds): Used for capital improvements not funded by other bond types. Citizens can petition for an election on issuance, with a 45-day notice period. Increases in property tax will be proposed, if necessary, for debt service.

Revenue Bonds: Finance revenue-producing enterprises (e.g., utilities) payable from specific revenue sources.

Refunding Obligations: Bonds may be issued to refund long-term obligations, targeting a minimum net debt service savings of 3% of the par value of refunded bonds, unless a lower percentage is deemed acceptable for shorter maturities.

Tax Anticipation Notes: Fund projects based on future tax revenues, typically for one to seven years for temporary financing.

Leases: Finance major capital purchases (excluding infrastructure) such as technology upgrades and large equipment.

Internal Borrowing: Existing long-term reserves may be loaned between City funds, with repayment within three years at market-consistent rates.

Other Obligations: Evaluate special circumstances for other forms of debt, such as limited tax notes or grant anticipation notes, on a case-by-case basis.

Debt Limit

The Town does not have a prescribed debt limit to allow Council/Board, in conjunction with management and the Town's financial advisor, to make the most prudent financial decisions available to them at the time of potential issuance.

The Town will strive to minimize the burden of debt obligations impacting the interest and sinking portion of the ad valorem tax rate, utility rates, and other revenues available for repayment.

Issuance Guidelines

Planning Debt

The Town requires a capital improvement plan (CIP) to be created annually, in conjunction with the annual operating budget process. Projects or purchases eligible for debt funding should be included on the plan to ensure prudent fiscal management and responsible use of credit. The Town recognizes that emergent opportunities or issues may require action outside of the annual budget process.

The Town prefers to issue debt only for long-term assets, such as infrastructure, with a life span longer than the repayment period. When possible, the Town prefers to cash fund capital items, such as vehicles.

Process to Issue

Council will annually approve a five-year CIP, with the first year of the plan being appropriated as part of the annual operating budget. The CIP will generally dictate the timing of project starts and therefore the required delivery of debt funds.

The Town's financial advisor, in conjunction with staff, will review market rates no less than annually to determine any beneficial opportunities to refinance debt. The timing of refinancing will be dependent on the broader market and may occur outside the regular budgeting process.

Staff will work closely with the Town's financial advisor and bond counsel to create a calendar, working backwards from the date funds need to be available for a project.

During an executive session, Council will discuss qualifying projects and direct staff the total maximum amount of debt to issue. The financial advisor and bond counsel will review the calendar and requirements to issue. This will include the timing of the sale of debt, Council votes required, and an overview of administrative work with their deadlines.

Council is legally required to vote to approve the publication of a Notice of Intent to Issue (NOI). The NOI will be published in accordance with State law and will include the planned issuance amount.

Publication of the NOI begins a petition period, during which citizens can petition the Council to stop issuing the proposed debt.

If the Council determines the amount of the issue will be materially less than the amount advertised in the NOI, Council will vote on a resolution to reduce the maximum amount of issue and communicate the revised lower amount of planned debt. This step is not legally required and will not occur when the NOI is advertised with the amount of the planned issue.

Staff will coordinate with the financial advisor and bond counsel on selecting underwriters, finalizing the official statement, meeting with appropriate rating agencies and receiving a current credit rating, advertising the planned sale of debt, and all other administrative requirements.

Sales of debt will occur on the same day as a Council meeting. Council will receive the final sales figures, including the interest rate and repayment schedule, and vote to accept the results of the sale at that meeting. The amount voted on will be the amount sold and any difference from the NOI will be considered no longer available to be issued.

The Town's bond counsel will communicate with the Texas Attorney General's office for their review and final approval of the bond sale.

Funding generally occurs three (3) weeks after the sale and final approval by Council.

Debt Obligations

Annual principal and interest payments will be included in the adopted budget. The annual budget will include a schedule of outstanding debt obligations at the start of the fiscal year adopted. Issuances occurring mid-year may require a budget amendment; this will be disclosed during the discussion with Council and presented for their approval within the normal amendment process.

The Town may be restricted by the debt instrument on which funds may be used to meet debt obligations. Typically, the Town utilizes the interest & sinking portion of the property tax rate or available sales tax receipts for municipal or academic infrastructure and utility revenues for utility infrastructure.

Principal and interest requirements are incorporated into property tax rate calculations, minimum fund balance requirements, and utility rate studies to ensure adequate budgeting and affordability of the debt.

The Town will strive to meet all bond covenants, including coverage, continuing disclosure, and other reporting requirements, in addition to industry best practices for transparency and reporting.

Purchasing Authority

Outline

1. Overview & Purpose
2. Participants
3. Authorized Spending
4. Spending Thresholds
5. Approval & Update Process

Overview & Purpose

As a General Law municipality within the State of Texas, the Town of Westlake and its component units are subject to compliance with Local Government Code procurement laws and applicable Texas Education Code. In lieu of a voter-approved Town Charter and within compliance of the Academy Charter, the Council/Board has determined that enacting additional layers of purchasing authority for staff is necessary to maintain good budgetary controls and financial stewardship for public funds.

Participants

Council/Board – elected officials responsible for directing staff to purchase goods and services to facilitate the mission and activities of the Town/Academy

Department Head – appointed director of a Town department or Academy function and any person authorized to act on their behalf

Employee – person tasked with the administration of ordering, receiving/implementing, and issuing authorized payments for goods and services

Head of School – Employee with authority to direct procurement activities on behalf of the Academy

Town Manager – Employee with authority to direct procurement activities on behalf of the Town

Authorized Spending

To be considered “authorized spending,” the purchase must have been budgeted in the same fiscal year as the order is placed, the price must be within 5% of the budgeted cost, and all due diligence to meet applicable laws and procedures must be met.

In instances where the purchase is not budgeted or the amount budgeted is not sufficient, Department Heads or above (depending on the dollar value and business purpose as outlined below) must authorize the purchase.

Spending Thresholds

Authorized spending thresholds apply to all allowable purchasing and payment methods. It is the responsibility of the employee making the purchase to adhere to the correct method.

Budgeted Purchases

Less than \$3,000.00 – Employees designated by their Department Heads/Principals have the authority to approve purchases or spend up to \$3,000.00 in a single purchase

\$3,000.00 to \$49,999.99 – the Town Manager and Head of School have the authority to approve purchases for the Town and Academy, respectively

\$50,000.00 and above – Council/Board must approve the purchase either implicitly via budget adoption for routine, overhead purchases or explicitly for contracts, capital spending, or bid awards to adhere to competitive bid requires and promote transparency

Unbudgeted Purchases

Less than \$3,000.00 – Department Heads/Principals have the authority to approve purchases in support of their department or school's mission if there is capacity to reduce expenditures in an equal amount exists within the same operating budget; these adjustments to the spending plan will be reported to the Council/Board within the next quarterly financial report.

\$3,000.00 to \$49,999.99 – Head of School/Town Manager has the authority to approve purchases in support of their organization's mission if there is capacity to reduce expenditures in an equal amount within the same operating budget; Council/Board must be notified, as soon as practicable, in writing of the purchase and corresponding expenditure reduction, with a detailed explanation and presentation of off-setting balances at the next posted open meeting.

\$50,000.00 and above – Head of School/Town Manager must request approval from the Council/Board in an open meeting; the request must include details on the corresponding reduction in expenditures or the purchase must qualify for use of fund balance per policy.

When considering off-setting balances to facilitate an unbudgeted purchase, staff will look for potential cuts first in the account. If funds are not available in the account, staff will consider the department's/function's non-personnel budget for cuts. If funds are still not available, the department will coordinate with the Town Manager/Head of School and the Director of Finance for potential cuts in a different department/function. If funds are still not available, staff will need to prepare a budget amendment for Council/Board approval that outlines the purchase and why it qualifies for the use of fund balance.

Emergency Purchases

Emergency purchases – Emergency purchases are by definition unbudgeted and generally require funds prior to budget approval by Council/Board. Emergency purchases are hereby defined as follows, based on Sec. 252.022 General Exemptions:

- (1) a procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality; and

- (2) a procurement necessary to preserve or protect the public health or safety of the municipality's residents; and
- (3) a procurement necessary because of unforeseen damage to public machinery, equipment, or other property which requires urgent repair or replacement to maintain critical operations.

Staff will present emergency purchases for ratification at the next regularly scheduled Council/Board meeting. When emergency purchases cannot be absorbed within existing budgets, these purchases will be included in a budget amendment.

Approval & Update Process

The Town Council/Board of Trustees has the authority to change the authority thresholds under \$50,000.00, as they determine to be in the best interest of the Town/Academy. These thresholds shall be reviewed annually as part of the approval of the Financial Policies. The Finance Subcommittee may meet to review the details of the updates or advise of any changes prior to the Council/Board receiving the information in the form of a report. Once the report has been presented satisfactorily, the Council/Board will vote to approve the Financial Policies in whole.

Council/Board reserves the right to make changes outside the annual review and approval process. It is expected that revisions may need to occur due to staff turnover or legislative changes.

Contracts Authority

Outline

1. Overview & Purpose
2. Participants
3. Authorized Contracts
4. Spending Thresholds
5. Administration of Contracts

Overview & Purpose

As part of the directive to engage in procurement practices that benefit the Town and Academy, engaging in various contracts is necessary to obtain the best value of goods and services. Implicit authority, which is the assumption by a vendor that a Town/Academy representative has an ability to engage but whom is not specifically allowed by Town/Academy policies to do so, is not authorized for any employee and is grounds for discipline, up to and including termination. In order to ensure vendors acting in good faith are compensated for goods or services provided, it is necessary to outline the signatory authority granted to specific parties for entering into, updating terms, renewing, or cancelling contracts.

Participants

Council/Board – elected officials responsible for directing staff to purchase goods and services to facilitate the mission and activities of the Town/Academy

Department Head – appointed director of a Town department or Academy function and any person authorized to act on their behalf

Head of School – Employee with authority to direct procurement activities on behalf of the Academy

Town Manager – Employee with authority to direct procurement activities on behalf of the Town

Town Secretary – Employee tasked with the records collection and management of executed contracts

Authorized Contracts

Contracts, as discussed in this policy, are agreements to purchase goods or services. The Town/Academy only considers written and executed contracts, properly authorized, to be valid; verbal agreements are not considered a binding contract and therefore are not allowed.

While all procurement, including contractual purchases, must adhere to the Town/Academy's purchasing policies, not all purchases require a contract to proceed; purchases allowed to be made without a contract will be excluded from this policy.

As a public entity, the Town and Academy are allowed to enter into the following types of contracts:

Direct purchase of goods or services contract: Standard contract in which a price has been directly negotiated with Westlake for a vendor to provide goods or services at a mutually agreed upon price and schedule.

Not-to-exceed contract: Agreement between Westlake and a vendor to provide specific goods or services but that the total price, final quantity or quality, or contingent needs are unknown at the time of agreement

Interlocal agreement (ILA): Council/Board-approved agreement between Westlake and another public entity subject to the same procurement statutes to provide goods or services directly to Westlake.

Vendor Contract through ILA: Council/Board-approved agreement between Westlake and another public entity subject to the same procurement statutes that allows Westlake to purchase goods or services at a rate negotiated by the other public entity. The vendor must agree to uphold the same terms negotiated.

Cooperative purchasing agreements: Council/Board-approved agreement to participate in an established forum which leverages purchasing power to negotiate prices on behalf of its members

Engagement letters: Agreement between Westlake and a professional service provider, as defined by statute, to provide a professional service

Purchase Order: Purchase orders are legally considered a contract between Westlake and a vendor for the goods or services listed therein

Change Order: Formal amendment to an original contract or purchase order

Any other contract type must be presented to the Town Manager/Head of School and Director of Finance for review prior to execution. The Town Manager/Head of School may authorize or prohibit a contract type in the best interests of Westlake. This authorization is specific to the contract type or format only; all applicable financial policies must still be followed.

Signatory Thresholds

Authorized signatories apply to all allowable contract types. It is the responsibility of the employee administering the contract to adhere to the process. Contract signatory authority aligns with purchasing threshold amounts listed in Purchasing Authority (07.11) and is a separate consideration from budgetary approval. The thresholds listed below are on the basis of total contract, including optional extensions.

Less than \$3,000.00 –Department Heads/Principals have the authority to sign a contract for budgeted goods or services for which their department is the administrator

\$3,000.00 to \$49,999.99 – Head of School will be the signatory for Academy contracts that are budgeted within the Academy's operating budget; Town Manager will be the signatory for Town contracts and is authorized to execute Academy contracts for capital projects or expenses within the Town's budget

\$50,000.00 and above – Council/Board approval will list the person authorized to execute the contract; this is usually the Town Manager or Head of School

Contracts for capital spending, construction, or construction-related activities, such as project management, regardless of amount, must be signed by the Town Manager, unless otherwise directed by the Council/Board. With any contracts approved by the Council/Board, an appropriate designee will be listed as the authorized signer; the designee may differ from the above persons outlined, if appropriate.

Budget approval is not the same as contract signatory authority. If purchases are made via contract, the above thresholds apply.

Administration of Contracts

Contract administration and maintenance are the responsibility of the contract administrator. This includes Council/Board approval, as necessary. All contracts must be reviewed by the organization Attorney, Town Manager, Head of School, and Director of Finance, as appropriate, regardless of amount or method. All executed contracts must be provided to the Town Secretary for official records.

New Contracts

Contract being entered to with original terms must adhere to all procurement methods and purchasing thresholds.

Changing the Contract Terms

Should the need arise to change the terms of a contract during the contract period, the administrator must work with the vendor to determine the best course of action. Contracts or vendors may allow for amendments, change orders, or appendices to revise the terms of the original contract. When that is not possible, Westlake must adhere to the cancellation terms in the contract and enter into a new contract. New contracts may require administrators to start the procurement process from the beginning, depending on the scope change included.

Cancelling Contracts

All contract cancellations must be reviewed with the Attorney. Westlake must include terms for cancelling contracts in any executed contract. These can be negotiated with the vendor, when applicable and appropriate, but should allow for a notice period.

Procurement Card Administration

Outline

1. Overview & Purpose
2. Participants
3. Authorization & Issuance
4. Limits
5. Responsibilities
6. Authorized Purchases
7. Restrictions/Prohibitions

Overview & Purpose

Procurement Cards (p-cards) are an authorized payment mechanism to facilitate routine purchasing activities in lieu of the accounts payable process. The purpose of p-cards is to allow flexibility to carry out necessary operations in a more time-efficient manner. Use of p-cards does not negate appropriate planning for purchases. P-card use is subject to all purchasing thresholds and methods, in addition to the guidance within this policy.

Participants

Council/Board – elected officials responsible for directing staff to purchase goods and services to facilitate the mission and activities of the Town/Academy

Employee – person tasked with the administration of ordering, receiving/implementing, and issuing authorized payments for goods and services

Vendor – business entity or individual that seeks to have or has a contract to provide goods or services to the Town/Academy; could be a consultant, contractor, company, or individual provider

Authorization & Issuance

The Town Manager and Head of School can authorize the issuance of a p-card to an employee within their respective organization, based on the employee's role and contingent upon the Director of Finance's verification. Department Heads/Principals are able to request p-cards for themselves and staff. Town Manager, Head of School, Director of Finance, and Department Heads/Principals all have the authority to request a card be closed or denied to an employee in writing.

Issuance for a new card requires a completed and signed form.

Limits

Similar to a personal credit card, p-cards are subject to credit limits. The Town/Academy has account limits, which are separate from the card and transaction limits below. Credit limits are based on the actual spending needs of the cardholder, as defined by their job duties.

Employee – Employees with a p-card will have a limit of \$3,000.00 per month. Individual transactions are limited to \$2,999.99.

Department Head/Principal – Department Heads and Principals may have occasion to make purchases on behalf of a larger group and will therefore have a limit of \$5,000.00 per month.

Town Manager/Head of School – The Town Manager and Head of School may have occasion to make purchases for their organizations and will therefore have a limit of \$10,000.00 per month.

Travel Coordinator – Westlake Academy designates one administrative employee, usually an Administrative Assistant, as the Travel Coordinator. That employee is responsible for the booking of travel arrangements, like flights and hotels, which typically require a credit card. Due to the timing of travel, larger groups generally are booked together, therefore, the limit will be \$10,000.00 per month.

Emergency Response – Emergency purchases may be necessary to facilitate the safety of life and property within the Town limits, including disaster or medical responses and the maintenance of the water and sewer system. To ensure continued operations, the limit will be \$10,000.00 per month with no individual transaction limit.

In instances when the standard limits are not adequate, the cardholder can request a temporary credit limit. Temporary increases must have a documented business explanation and cannot extend beyond 30 days.

Responsibilities

The Finance department is responsible for the issuance, updating, and general administration of p-card use. Administration includes reconciliation, recording to the general ledger, payment of statement balances, and training. Finance will offer annual training to all card holders. First time recipients of cards are required to participate in training prior to the release of the card for use.

The cardholder is responsible for the custody, safety, and appropriate use of their card. Cards are not be loaned to or used by anyone else.

The cardholder is responsible for turning in itemized receipts each month with an explanation of the business purpose and the budgetary account within the credit card portal. These updates and subsequent approvals by the appropriate supervisor must occur by the 10th day each month for the statement covering the month immediately preceding.

The Town/Academy operates using a three strikes rule to ensure fiduciary responsibility, adequate documentation, and proper oversight. The strikes are accumulated over a rolling 12-month period, beginning with the first instance. Any misuse or failure to adhere to p-card policy can result in a strike; this includes failure to turn in itemized receipts, making purchases not authorized by policy, and not reconciling statements.

Instance one will result in an email notifying the card holder of the issue, with their supervisor copied. A response is required to explain and document the occurrence. The card holder will be offered optional training.

Instance two will result in an email notifying the card holder of the issue, with their supervisor copied. The limit will be reduced to \$0.00 until the card holder completes mandatory training to review the policy and process.

Instance three will result in a formal write-up and the p-card will be turned into Finance for a period of up to one-year.

In the case of abuse or fraud, the cardholder will be required to immediately surrender their card and will be disciplined, including and up to termination. Fraud will be reported to the appropriate authorities.

Cards must be returned to the Finance Department by the employee when exchanging expired or compromised cards, voluntary surrender, or separation.

Authorized Purchases

P-cards are a tool utilized by the Town/Academy for ease of executing operations. The preferred uses for p-cards include:

Tangible items under \$3,000.00. Purchases of \$3,000.00 or more must adhere to other purchasing rules, which are better monitored outside of the p-card process.

Travel expenses including hotels, flights, meals, and individual registrations. Meals would not be allowed when the traveling employee requests per diem. Registration for groups of attendees should go through the accounts payable process. Rental cars are invoiced directly by Enterprise Rental Cars. Please refer to the Travel/Training Policy for further guidance.

Catering or food services for events or meetings. These orders must be pre-approved and budgeted.

Restrictions/Prohibitions

Certain purchases are not authorized via p-card. In addition to the merchant code restrictions setup by the p-card issuer, PNC, the Town/Academy recognizes its responsibility to safeguard its financial assets and reduce the opportunity for misuse or fraud.

Purchase of goods or services that cannot be received within the statement period are not allowed.

The purchase of alcohol is not permitted on a p-card, unless expressly authorized for resale at special events.

Purchase of goods or services for one's direct benefit are not allowed.

Purchases made to circumvent purchasing laws or policy are not allowed.

Purchases made from any employee, official, or a party related to them are not allowed.

Automatically recurring charges must be preapproved, budgeted, and must adhere to all applicable purchasing thresholds.

Purchases relating to an outside grant are generally not allowed via p-card. Grants require significant documentation and proper oversight and therefore should go through the regular requisition-purchase order-invoice process.

Prohibited or Restricted Activities

Outline

1. Overview & Purpose
2. Participants
3. Prohibited Purchasing Activities
4. Restricted Purchasing Activities
5. Approval & Update Process

Overview & Purpose

As a General Law municipality within the State of Texas, the Town of Westlake and its component units are subject to compliance with Local Government Code procurement laws and Texas Education Code for Academy purchasing. In addition to the restrictions established therein, additional prohibitions or restrictions instituted by Council/Board are necessary to safeguard public funds and trust.

Participants

Council/Board – elected officials responsible for directing staff to purchase goods and services to facilitate the mission and activities of the Town/Academy

Employee – person tasked with the administration of ordering, receiving/implementing, and issuing authorized payments for goods and services

Vendor – business entity or individual that seeks to have or has a contract to provide goods or services to the Town/Academy; could be a consultant, contractor, company, or individual provider

Prohibited Purchasing Activities

Due to the Town's responsibility of managing public funds, several actions are prohibited by law, policy, or ethics. Prohibited activities include:

- Purchasing goods or services for personal benefit.
- Purchasing goods or services under the guise of sole source, but which the LGC and legal opinion do not expressly agree on the classification.
- Separate, sequential, or component purchases that avoid competitive bidding requirements, deviate from purchasing authority limits, or circumvent budgetary controls, even if unintentional.
- Purchasing goods or services from a vendor or company that provides any kind of favor or item of value that might influence or appear to influence the purchasing decision.
- Disclosing confidential or proprietary information from solicitations to another party or using the information for personal gain.
- Verbally or in writing authorizing the purchase of goods or services that you do not have the express authority to authorize. This includes signing contracts for budgeted items.

In addition to the activities above, any purchases violating applicable federal or state law or the Town's purchasing policies are expressly prohibited.

Restricted Purchasing Activities

Restricted purchasing activities include those that are usually prohibited but may have rare instances in which authorization could be granted. Among the known restricted activities are:

- Purchasing alcohol. For special events in which resale of alcohol is an authorized activity, the purchase of alcohol may be allowed. Express permission must be granted by the Town Council to include alcohol sales at the event.
- Unbudgeted or unfunded purchases are generally not allowed. In the case of emergency purchases, as defined by LGC and the Purchasing Authority Policy (Policy 07.11), exceptions may be made to ensure the safety of life or property. Other unbudgeted or unfunded purchases should be handled using the process outlined in Purchasing Authority (Policy 07.11).
- Purchasing goods or services from a vendor or company from which an elected official or employee has a personal stake in without disclosing the conflict of interest and recusing oneself from all purchasing activities related to the vendor or company. This would only be allowed in rare situations where the goods or services being provided are considered sole source.

Should a purchasing scenario arise that is not expressly allowed through statute or policy, consultation with the Town Manager, Head of School, and Director of Finance are required prior to engaging a vendor. Any purchases must still adhere to all other policies and thresholds, including Council/Board approval, as appropriate.

Approval & Update Process

The Town Manager and Head of School, in coordination with the Director of Finance, are responsible for monitoring applicable statute and regulations and revising the procurement policies, at least annually. They have the authority to further prohibit or restrict the activities listed here in the course of the duties to ensure the responsible expenditure of public funds. Any permanent changes will be included in the policy, which will be updated as needed and presented to the Council/Board. Additionally, the Council/Board has the authority to prohibit or restrict the authorized activities of the Town Manager and Head of School.



Town Council/Board of Trustees AGENDA ITEM REPORT



DATE: September 16, 2025 **AGENDA ITEM NO:** H.4.
FROM: Cayce Lay Lamas, Finance Director, Finance
SUBJECT: Discuss, consider and act regarding Resolution 25-32 approving the Investment Policy.

ATTACHMENTS:

1. Res 25-32 Investment Policy
2. Investment Policy_FY26
3. Approved Broker-Dealer List_FY26

SUMMARY :

The Town Council is required to review and approve a written investment policy, not less than once a year, according to the Public Funds Investment Act (PFIA) §2256 of the Texas Government Code. The Investment Policy is a written compilation of the Town's investment policies, procedures, and strategies.

BACKGROUND AND DISCUSSION:

The Town of Westlake/Westlake Academy, as a fiduciary of public funds, has determined that investing funds is in the best interest of the citizenry in order to minimize risk to principal, ensure liquidity of funds, and obtain a reasonable return. As an organization, Westlake is restricted to specific investment activities by the PFIA. Additionally, the PFIA provides guidance on the administration, including policies, reporting, and training. The Investment Policy is a comprehensive document which must be updated periodically in response to changing laws, as well as internal changes to policies and procedures.

No legislative actions were taken this year that impact the PFIA. Accordingly, there have been no updates to the Investment Policy since last approved.

FISCAL IMPACT:

Approval of the policy will allow Westlake to continue investment activities to generate interest income.

LEGAL REVIEW:

N/A

RECOMMENDATION:

Approve Resolution 25-32, as presented

ACTION OPTIONS:

Motion to Approve as Presented

Motion to Approve with Changes/Conditions

Motion to Deny

Motion to Continue or Table

TOWN OF WESTLAKE

RESOLUTION NO. 25-32

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS, APPROVING AND ADOPTING THE INVESTMENT POLICY.

WHEREAS, Texas Government Code 2256 requires the governing body of an investing entity to review, approve, and adopt by rule, order, ordinance, or resolution, a written investment policy not less than once a year,

WHEREAS, a review of the Town's investment activities, policy, and performance has been conducted and it has been deemed necessary to update the Investment Policy.

WHEREAS, all legal prerequisites for the adoption of this resolution have been met, including but not limited to the Local Government Code, the Open Meetings Act, and the Texas Tax Code; 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 adopts the attached Investment Policy with the approved broker/dealer list (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 16TH DAY OF SEPTEMBER, 2025.

ATTEST:

Kim Greaves, Mayor

Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle, Town Attorney

Investment Policy

Outline

1. Policy Statement
2. Scope
3. Objectives & Strategy
4. Legal Limitations, Responsibilities & Authority
5. Authorized & Prohibited Investments
6. Policy Acceptance

Policy Statement

It is the policy of the Town of Westlake ("the Town") that all funds shall be managed and invested in conformance with State and Federal regulations, applicable bond covenants and ordinances, and this adopted written Investment Policy. The administration of the Town's funds and the investment of those funds shall be handled to achieve the overall objectives of safety, liquidity, public trust, and yield.

Effective cash management is recognized as essential to good fiscal management. Cash management and effective investment strategy development will be pursued to take advantage of interest earnings as viable and material revenue to all Town funds. The Town's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with this Policy.

It is the intent of the Town to comply with all State and Federal laws, including but not limited to the Texas Public Funds Investment Act (the "Act", Texas Government Code, Chapter 2256), the Securities and Exchange Commission, and the Internal Revenue Service statutes. The earnings from investments will be used in a manner that best serves the public trust and interests of the Town.

Scope

This Investment Policy applies to all the investment activities conducted by the Town and Westlake Academy, including, but not limited to the investment of general funds, reserve funds, interest and sinking funds, and bond funds. Retirement funds are not governed by this Policy. This Policy established guidelines for who can invest public funds, how those funds will be invested, and the process for reviewing and/or amending investment strategies and this Policy.

Objectives & Strategy

Objectives

The Town's investment objectives include those outlined in the Act. The primary strategic objectives for investment activities are listed in order of their priority:

- Preservation and Safety of Principal – The primary objective of all investment activity is the preservation of capital and the safety of principal in the overall portfolio. The suitability of each investment decision will be made on the basis of safety and minimizing risk, as defined within this Policy.

- Liquidity – The Town's investment portfolio will remain sufficiently liquid to enable it to meet all operating requirements which might be reasonably anticipated. Investment decisions will be based on cash flow analysis of anticipated expenditures through management of diversified instruments, maturity dates, and regular market analysis.
- Yield – The Town's investment portfolio shall be designed with the objective of attaining a reasonable market rate of return, while maintaining consistency with this Policy. For bond proceeds subject to arbitrage restrictions, the primary objectives shall be to obtain a fair market rate, to minimize costs associated with the investment of such funds, and to comply with bond covenants.
- Diversification – Diversification is required in the portfolio's composition as a mechanism to achieve the stated safety, liquidity, and yield objectives. Diversification of the portfolio will include diversification by maturity and market sector and will include the solicitation from multiple broker/dealers or banks for diversification and market coverage. Competitive bidding will be used on each sale or purchase.
- Suitability – The Town will evaluate each investment opportunity individually and in the context of the Town's total portfolio for safety, liquidity, and yield.
- Marketability – The Town's investments will be limited to those prescribed within the Policy and whose marketability supports the Town's liquidity requirements and maturity limitations.

Strategy

The investment strategy of the Town is to minimize risk of avoidable loss while seeking a reasonable rate of return and adhering to this Policy. The investment strategies by fund are as follows:

- Operating Funds – Operating Funds are pooled cash assets that comprise the majority of the Town's portfolio and include all Town operating funds, Academy operating funds, and long-term reserves. The primary investment strategy for these funds seek to assure that anticipated cash flows are matched with adequate investment liquidity to ensure continued operations. Reserves established in accordance with the Town's cash reserves policy or designated for specific purposes and time frames may be invested for longer terms. The secondary objective is to create a portfolio structure which will minimize volatility while providing competitive yields on funds.
- Debt Service Funds – The primary strategy for Debt Service Funds is to ensure adequate funds are available to cover the debt service obligations as required by the schedules of each issuance. Surplus funds outside the debt service principal and interest requirements will be invested according to investment targets and strategies for Operating Funds. In general, the final maturity dates of investments should not exceed the expected project completion date(s) for which debt was issued and meet all underlying bond covenants.
- Bond Reserve Funds – Bond Reserve Funds are reserves required by bond covenant or other contractual requirement to be maintained through the life of the debt issue. These funds generally do not have a need for liquidity and may be invested in longer term maturities within the overall guidelines of this Policy, bond covenants, and arbitrage restrictions. These funds have maturity and yield limitations based on the final maturities and coupon rates of the issuances.
- Other Funds – All other funds include both bond proceeds and operating funds set aside for identified Capital Projects or Special Purposes. The funds should be invested to match projected

cash flow requirements of projects with sufficient liquidity to meet unanticipated project outlays.

The maximum weighted average maturity of the portfolio will be no more than three (3) years and the maximum stated maturity of any security will not exceed five (5) years. The funds are combined for investment purposes but the unique needs of all the funds in the portfolio are recognized and represented.

Legal Limitations, Responsibilities & Authority

Legal Limitations

The Town is subject to the Public Funds Investment Act (Texas Government Code §2256), the Public Funds Collateral Act (Texas Government Code §2257), Securities & Exchange Commission requirements, and Internal Revenue Service requirements, as activities and transactions dictate.

The Town's Policy is specifically written to ensure all transactions and involved parties comply with the Act and applicable authorities. Should any applicable legal requirements or Policy be violated with a transaction or other action, the Town will immediately cease engaging in that activity, pending a review and analysis, which will be shared with the Council/Board for further direction.

The Town is legally required to adopt a written Investment Policy that includes authorized investments, the maximum allowable stated maturity of an individual investment, methods to monitor the market prices of investments, and settlement of transactions.

Responsibilities & Authority

Town Council/Board of Trustees

The Town Council/Board of Trustees are responsible for considering the quality and capability of staff, financial advisors, and consultants involved in investment management and procedures. The Council/Board must approve a written investment policy not less than once a year. The Council/Board is also responsible for approving agreements with the Town's Financial Advisor and the list of Broker/Dealers. The Council/Board delegates all administrative authority required to carry out the objectives and strategies listed within the Policy.

Investment Officers

The Town Manager and Director of Finance, acting on behalf of the Council/Board, are designated as the Investment Officers of the Town and are responsible for all investment management decisions and activities. All participants in the investment process shall seek to act responsibly as custodians of the public trust, in compliance with the "prudent investor rule" outlined in Texas Government Code §2256.006.

The Investment Officers shall develop and maintain written administrative procedures for the operation of the investment program, which are consistent with this Investment Policy. Procedures will include safekeeping, wire transfers, banking services contracts, and other investment-related activities. The Investment Officers shall be responsible for all transactions undertaken and shall establish a system of internal controls to regulate the activities of subordinate officials and staff. The Investment Officers shall designate a staff person as a liaison/deputy in the event circumstances require timely action and the Investment Officers are not available. No officer or designee may engage in an investment transaction

except as provided under the terms of this Policy and the procedures established by the Investment Officers.

Investment Officers are required to undertake the training required by the Act, §2556.008, and engage in any reasonable additional training that ensures staff is capable of safeguarding the Town's invested assets. The Act requires Investment Officers to attend at least one training from an independent source with at least ten (10) hours of instruction within twelve (12) months of assuming these duties. The Investment Officers must attend investment training not less than once in a two (2) year period and for not less than ten (10) hours.

Investment Officers shall report the activities of investment transactions and market conditions to the Council/Board no less than quarterly. The Investment Officers are also responsible for ensuring all required reporting is completed accurately and timely to the appropriate authorities or interested parties. This does include reporting compiled by other consultants or resources.

Investment Officers acting in good faith and in accordance with these policies and procedures shall be relieved of personal liability.

Financial Advisors

The Investment Officers may select a Financial Advisor to advise the Town on the investment of Town funds and other responsibilities, including but not limited to investment strategy, security selection, competitive bidding, investment and debt reporting and documentation, arbitrage compliance, and refinancing or defeasance of outstanding obligations. The Financial Advisor must be appropriately registered and licensed, as required by appropriate governing body and statute.

The Financial Advisor will be presented to the Council/Board for agreement approval, as prescribed by need or agreement renewal schedule.

Broker/Dealer

The Town shall establish a list of approved broker/dealers, which qualify under SEC rule 15C3-1 (uniform net capital rule) and from which it will conduct security transactions. Each prospective business organization must provide current financial statements, resumes of key sales personnel, and a completed broker/dealer questionnaire. The Financial condition of each qualified firm shall be reviewed annually.

Broker/dealers will receive a copy of the Town's Policy and must ensure compliance in order to be considered or continue as an approved party. All broker/dealers are required to acknowledge receipt the policy and their ability to adhere to all the Policy through their established procedures and controls in writing prior to doing any business with the Town.

It is the responsibility of approved broker/dealers to notify the Town, in writing, of any changes within their organization that may preclude them from compliance with the Policy, including, but not limited to, changes in internal controls or policies, statutory changes which may impact transactions or Policy compliance, changes relating to key personnel, or any other factor which may result in non-compliance with any piece of this Policy.

The approved list of broker/dealers (exhibit A) shall be reviewed with the Council/Board annually for performance and compliance. A broker/dealer on the Town's approved list is not guaranteed business

and must acknowledge that the Investment Officers will enter into transactions in the best interest of the Town, which will focus on safety, liquidity, yield, and diversification.

Authorized & Prohibited Investments

The Town shall evaluate the suitability of each investment opportunity presented in accordance with this Policy.

Authorized Investments

The following investments are considered authorized by the Council/Board, pending compliance with the objectives and strategy listed within the Policy:

- Obligations of, or guaranteed by, the Town, as defined in Texas Government Code §2256.009, including but not limited to obligations backed by the full faith and credit of this state or the United State or their respective agencies and instrumentalities and interest-bearing banking deposits guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC).
- Certificate of deposits (CDs), as defined in Texas Government Code §2256.010, include funds guaranteed or insured by the FDIC or funds invested by an entity through a broker or depository institution.
- Repurchase agreements, as defined in Texas Government Code §2256.011, are fully collateralized investments with a defined termination date, secured by a combination of cash and obligations, requires the securities being purchased by the Town to be pledged to Town and held in the Town's name.
- Commercial paper, as defined in Texas Government Code §2256.013, has a stated maturity of 365 days or fewer from issuance and is rated not less than A-1, P-1, or an equivalent rating.
- Mutual funds, as defined in Texas Government Code §2256.014, includes no-load money market mutual funds registered with the SEC and adheres to the time limitations in statute. The Town is not authorized to invest more than 15% of its monthly average fund balance, nor have its bond proceeds and reserves make up more than 10% of the mutual fund balance.
- Guaranteed investment contracts, as defined in Texas Government Code §2256.015, include direct placement or purchases of instruments with a defined termination date and must be pledged to the Town. The Town must receive bids from at least three (3) separate providers with no material financial interest in the instruments and will endeavor to select the highest yield and lowest cost instrument that also meets the objectives of this Policy. The Town will use its list of approved Broker/dealers to source bids whenever possible.
- Investment pools are authorized investments, as defined in Texas Government Code §2256.016, responsible for pooling investing entities' funds and managing investments in compliance with the Act. Investment pools are required to report on their performance, participants, and portfolio to the Town at least monthly, maintain compliance with the Act for all investments, and maintain a continuous credit rating of no lower than AAA or AAA-. The Council/Board must authorize participation in any investment pool via resolution at an open and regularly scheduled meeting. The Town shall not invest any more than 50% of its average monthly fund balance with a single investment pool.
- Bonds, debentures, or similar debt obligations rated at least A-1 and issued by a public institution included but not limited to an institution of higher education, municipal utility, ports

and navigation districts, independent school districts, or public junior college. The Town will adhere to accounting requirements and fund qualifications listed within each authorized type in the Act.

The above listed descriptions of authorized investments are summarized for Policy presentation. Authorized investments have additional qualified instruments and limitations listed within the Act. The Investment Officers are responsible for ensuring compliance with the Act for all instruments or transactions, including for the above-mentioned investments.

Should the Town be presented with a prudent investment opportunity not explicitly authorized by this Policy, the Town will consider the instrument only if it meets the additional criteria of authorized investments listed in the Act. The Investment Officer is responsible for notifying the Council/Board as soon as practicable and presenting an amendment to this Policy to include the instrument.

Prohibited Investments

The Town shall not invest any public funds in a manner which violates applicable State or Federal law, regulatory agency requirements, bond covenants, or this Policy. Expressly prohibited investments include:

- Investments with a stated maturity of more than five (5) years.
- Investments with financial institutions that are not federally insured or collateralized with eligible securities.
- Investments that would not comply with the Texas Ethics Commission's definition of an elected official or Investment Officer with a personal business relationship to the security issuer.
- Investments that cannot be executed "delivery versus payment" (DVP) through the Town's safekeeping agent. By doing so, the Town's funds are not released until the Town has received the securities purchased.
- Investments which violate, or will violate prior to maturity, any provision of this Policy or applicable State and Federal law.

Policy Acceptance

This Policy shall be reviewed not less than annually by the Town Manager and Director of Finance. Any revisions or amendments will be presented to Town Council/Board of Trustees and will be included in the formal approval. The Council is required by the Act to adopt a written investment policy, which will be done annually.

This Policy may be presented outside the above prescribed timeline if applicable statutes, bond covenants, or investment instruments dictate.

Approved Broker/Dealers

Frost for First Financial Bank

Hilltop Securities

SAMCO

Schwab

Fidelity

This list will be updated as needed and provided to Council for approval with the investment policy, not less than annually. Inclusion on this list does not guarantee business; direct instrument purchases will be made based on yield, instrument type, and maturity for cash flow purposes.