



## MEETING NOTICE Tuesday, March 24, 2026



LOCATION: COUNCIL CHAMBER  
TOWN OF WESTLAKE TOWN HALL  
1500 SOLANA BLVD., SUITE 7100  
BUILDING 7, WESTLAKE, TX 76262

### TOWN OF WESTLAKE TOWN COUNCIL MEETING 4 PM

### WESTLAKE ACADEMY BOARD OF TRUSTEES MEETING 5 PM

#### REGULAR MEETING AGENDA

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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. **NOTE: To comply with Senate Bill 12, Westlake Academy items will begin no earlier than 5 p.m. but may start later depending on the progression of posted agenda items.** 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 to improve 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 video-conference 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, the Town Council/Board of Trustees may enter into closed Executive Session for the purpose of seeking confidential legal advice from the Town Attorney and/or School Attorney on any agenda item listed herein.

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- A. CALL REGULAR TOWN COUNCIL MEETING TO ORDER (4 P.M.) AND ANNOUNCE A QUORUM PRESENT**
- B. INVOCATION AND PLEDGES OF ALLEGIANCE**
- C. CITIZEN/PUBLIC COMMENTS**

This is an opportunity for citizens/public to address the Town Council/Board of Trustees on any matter, whether or not it is posted on the agenda. Anyone wishing to speak on action items must submit a speaker request form to the Town Secretary prior to the start of the meeting. Individual comments are normally limited to three (3) minutes. The presiding officer may ask the speaker 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

## TOWN COUNCIL AGENDA ITEMS

### E. PRESENTATIONS

- E.1. Recognition of Westlake Academy Students
- E.2. Presentation of Annual Report from the Keller Police Department relative to Police Services and the Racial Profiling Report for the Town of Westlake.
- E.3. Update from the Texas Student Housing Authority (TSHA) (Tracy Harrow, TSHA Executive Director)

### F. BOARDS AND COMMISSIONS

- F.1. Discuss, consider and act to approve Resolution 26-05 appointing a member to the Texas Student Housing Authority Board of Directors to fill a current vacancy thru the term ending June 2026.

### G. WORK SESSION

- G.1. Discussion of Fire Department Pay Plan (*Consideration of Action Regular Agenda Item J.3.*)
- G.2. Discussion of Salary Percentiles for Employee Positions
- G.3. Discussion of 5-Year Capital Improvements Plan (CIP)
- G.4. Discussion regarding current and future budgeted Town Subsidy for Westlake Academy
- G.5. Discussion of Timing for Town of Westlake Audit

### H. CONSENT AGENDA

All items listed below are considered routine by the Town Council and/or Board of Trustees and will be enacted with one motion. There will be no separate discussion of items unless a Council/Board Member or citizen so requests, in which event the item will be removed from the general order of business and considered in its normal sequence.

- H.1. Discuss, consider and act to approve the February 17, 2026 Town Council/Board of Trustees Regular Meeting Minutes and the February 24, 2026 Town Council/Board of Trustees/Westlake Development Corporation, Inc. Special Joint Meeting Minutes.
- H.2. Discuss, consider and act to approve Resolution 26-03 authorizing the execution of the Interlocal Agreement by and between the Trinity River Authority of Texas, the Town of Westlake, and the City of Southlake for the transfer of ownership and maintenance responsibility of the Sanitary Sewer Trunk Main N-1 Wastewater Pipeline to the Trinity River Authority in perpetuity by the Town Manager.
- H.3. Discuss, consider and act regarding Resolution 26-04 to approve a contract authorizing a professional services agreement with Westwood Professional Services, Inc. for engineering the design of the Westlake Pump Station Generator Installation for an amount not to exceed \$57,500.

- H.4. Discuss, consider and act to approve Resolution 26-06 amending the purchasing authority spending limits for the Town Manager and Head of School to conform with changes to Texas Law enacted by Senate Bill 1173; authorizing the Town Manager and Head of School to execute purchases and contracts for goods and services up to \$99,999.99 without formal competitive procurement; and providing an effective date.

**I. PUBLIC HEARING AND CORRESPONDING ACTION ITEM**

- I.1. Hold a public hearing and discuss, consider and act to adopt Ordinance 1044 approving text amendments related to Sections 102-61 and 1-1 of the Unified Development Code by establishing and defining the land uses “hotel” and “motel”, by amending the land use schedule, and by establishing performance standards in a new Article X that is entitled “Supplemental Land Use Regulations”.

**J. REGULAR AGENDA ITEMS**

- J.1. Discuss, consider and act to Approve a Letter of Commitment to provide for temporary storm shelter accommodations for students, staff, and visitors associated with the Westlake Academy Arts & Sciences Building Expansion project.
- J.2. Discuss, consider and act regarding Resolution 26-07 approving a construction contract with Sedalco Inc. for the WA Arts & Sciences Building Project in an amount not to exceed \$6,700,000.
- J.3. Discuss, consider and act to adopt a Fire Department compensation step plan designed to position Westlake's firefighter salaries targeting the 80th percentile of the regional market.

**WESTLAKE ACADEMY BOARD OF TRUSTEES AGENDA ITEMS**

**K. PARENT/PUBLIC COMMENTS**

This is an opportunity for parents/public to address the Board of Trustees on any matter, whether or not it is posted on the agenda. Anyone wishing to speak on action items must submit a speaker request form to the Town Secretary prior to the start of the meeting. Individual comments are normally limited to three (3) minutes. The presiding officer may ask the speaker to hold their comment on an agenda item if the item is posted as a Public Hearing. The 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 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.

**L. CONSENT AGENDA**

- L.1. Discuss, consider and act regarding WA Resolution 26-07 Ratifying the Certification of Provision of Instructional Materials Allotment Survey for the 2026-2027 School Year, in compliance with the Texas Education Code and State Board of Education Rules.

**M. REGULAR AGENDA ITEMS**

- M.1. (TABLED 2.17.2026, 2.24.2026) Discuss, consider and act regarding WA Resolution 26-03 to approve contracting with Technology Lab to provide Information Technology services to Westlake Academy and authorizing the Head of School to execute the agreement for same. (Dr. Kelly Ritchie, Head of School)

M.2. Discuss, review and acknowledge receipt of the Intruder Detection Audit Report submitted by the Texas School Safety Center and approve related corrective action and security measures at Westlake Academy as needed.

**N. 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:

- N.1. Section 551.071: Consultation with and legal advice from the Town Attorney regarding pending litigation - Vertical Bridge v. Town of Westlake.
- N.2. Section 551.076: Deliberation regarding Security Devices or Security Audits related to Summary of Findings of an Intruder Detection Audit for Westlake Academy.
- N.3. Section 551.087: Deliberation regarding Economic Development Negotiations - to deliberate the offer of a financial or other incentive to business prospects:
  - a. ED 2025-06
  - b. ED 2026-01

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

**P. FUTURE AGENDA ITEMS**


**Q. STAFF RECAP OF TOWN COUNCIL/BOARD DIRECTIONS RECEIVED**

**R. 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, and at the Westlake Academy Administration Building located at 2600 JT Ottinger Road, Westlake, TX 76262 in compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code.*



Dianna Buchanan, Town/Board 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 by calling phone number 817-490-5711 and reasonable accommodation will be made to assist you.*