

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL REGULAR MEETING
Wednesday, February 28, 2024 at 7:00 PM

1. Call to Order

With a quorum present, Mayor Anthony called the meeting to order at 7:02 p.m.

CITY COUNCIL PRESENT:

Mayor Linda Anthony
Mayor Pro Tem Gordon Bowman
Jim O'Connor
Brian Plunkett
Beth South
Darin Walker

CITY STAFF PRESENT:

City Administrator Trey Fletcher
City Secretary Terry Blanchard
Director of BDS Jennifer Bills
Chief of Police Scott Gerdes
City Attorney Josh Brockman-Weber

2. Citizen Communications The City Council welcomes public comments at this point on any issue. If the issue is listed on the agenda, the speaker may choose to comment during the Public Comment period or when the specific agenda item is taken up by the Council later in the meeting. The Council cannot respond to or discuss matters not listed on the agenda. The Council may provide factual information, refer the item to a staff member, or request the item be added to a future meeting agenda. Speakers shall limit their comments to five (5) minutes each.
- Mayor Anthony congratulated newly elected officials James Vaughan and Dana Harmon.
 - Mayor stated that Item 7 for the license plate reader cameras was being pulled from the agenda. Since the item will potentially require policy changes, she felt it would be more appropriate for the incoming Council to make any decisions regarding the cameras.
 - Hearing no further discussion, the public comment section was closed.
3. Consent Agenda All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one (1) motion. No separate discussion or action on any of the items is necessary unless requested by a Council Member.
- a. Approval of the February 14, 2024 Regular Meeting Minutes.
 - b. Approval of a resolution suspending the April 9, 2024 effective date of the proposal by Texas Gas Service Company to implement interim GRIP rate adjustments for gas utility investment in 2023.
 - c. Approval of the Trinity Episcopal School monument sign at 950 Westbank Drive.
 - d. Approval of an amendment to the Villages at Westlake Uniform Sign Agreement for the UPS Store at 701 S. Capital of Texas Highway, Suite D-420 and a new comprehensive Uniform Sign Agreement to eliminate future amendments for individual signs.

MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember O'Connor, the Council voted five (5) for and none (0) opposed to approve the Consent Agenda as presented. Motion carried.

4. Administration Discuss and consider action on the approval of an ordinance canceling the May 4, 2024 General and Special Elections and declaring the unopposed candidates for the offices of Mayor, Council Member Place 2, Council Member Place 4, and Council Member Place 1 (for an unexpired term) as elected.

MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember O'Connor, the Council voted five (5) for and none (0) opposed to approve the ordinance as presented. Motion carried.

5. Administration Discussion and possible action on direction regarding policy on Building Permit and Application Expirations.

Director Bills gave a brief summary. Mayor Anthony gave a history of the timeline requirements in the current code. The Council and staff discussed the following:

- Building permits, fence/screening permits, and demolition permits.
- Currently, dormant permit applications do not limit the number of reviews.
- Expiration terms for various permits need to be realistic and consistent.
- Need a definition for "commencement" or "starting" of projects.
- Need more discussion regarding the establishment of a fee for "Work without Permit."

Staff will prepare an ordinance amendment for Chapter 22 and provide to the Council for review/approval.

6. Administration Discuss and consider approving Amendment #3 to the professional services agreement with Brinkley Sargent Wiginton, Inc.

City Administrator Fletcher and Mayor Anthony gave a brief summary.

MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember O'Connor, the Council voted five (5) for and none (0) opposed to authorize the City Administrator to execute Amendment #3 with BSW as presented. Motion carried.

7. Police Discuss and consider the implementation of license plate reader cameras.

Item pulled from the agenda by Mayor Anthony.

8. Administration Discussion and possible action to authorize the City Administrator to execute an amendment to the CMaR Contract with SpawGlass for the new municipal complex amending the insurance requirements and formalizing the previous City Council action regarding the Guaranteed Maximum Price (GMP) proposal.

City Administrator Fletcher gave a summary. Stephen Karp reviewed recommendations with the Council.

MOTION: Upon a motion made by Councilmember Plunkett and a second by Councilmember O'Connor, the Council voted five (5) for and none (0) opposed to approve the amendment to the CMaR Contract with SpawGlass as presented. Motion carried.

9. Executive Session In accordance with Texas Government Code, Section 551.001, et seq, the City Council will recess into Executive Session (closed meeting) to discuss the following:
- a. Section 551.071 - Consultation with the attorney regarding pending or contemplated litigation, or settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act, re: City of West Lake Hills v. the following:
 - 1. Jaffe - 1405 Wildcat Hollow;
 - 2. Alvarez - 1505 Wildcat Hollow;
 - 3. Lambert - 1600 Westlake Drive; and
 - 4. 1836 Real Estate, LLC - 707 Butler Cove.

Council convened into Executive Session at 7:59 p.m.

10. Executive Session Reconvene into Open Session and take action if and as deemed appropriate in the City Councils' discretion regarding consultation with attorney.

Council reconvened in Open Session at 8:26 p.m. No action was taken.

11. Adjournment

MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember South, the Council voted five (5) for and none (0) opposed to adjourn the meeting at 8:27 p.m. Motion carried.

Respectfully submitted,


LINDA ANTHONY, MAYOR

ATTEST:


Terry Blanchard, TRMC
City Secretary

These minutes were approved on March 13, 2024.

