

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL REGULAR MEETING
Wednesday, March 27, 2024 at 7:00 PM

1. Call to Order

With a quorum present, Mayor Anthony called the meeting to order at 7:01 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
Finance Director Vonda Ragsdale
Director of BDS Jennifer Bills
Lieutenant Robert Mills
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 opened the meeting for public comments. Hearing none, 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 March 13, 2024 Regular Meeting Minutes.

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. Finance Discuss and consider action on award of Depository Banking Services agreement from submitted proposals.

Finance Director Vonda Ragsdale reported that three (3) proposals were submitted - Frost Bank, Wells Fargo Bank, and Plains Capital Bank. After evaluation, the recommendation is for Frost Bank for another five (5) year agreement.

MOTION: Upon a motion made by Councilmember South and a second by Councilmember O'Connor, the Council voted five (5) for and none (0) opposed to authorize the City Administrator to execute a Banking Depository Services contract with Frost Bank. Motion carried.

5. Administration Discussion and update on street maintenance projects.

Susan Turrieta with Walter P. Moore gave a brief summary and reviewed the modified plan with the City Council.

6. Land Use **4010 Bee Cave Road** - Discuss and consider action to approve a variance for sign size for a free-standing commercial sign, single business at 4010 Bee Cave Road for the new Municipal Building (Section 32.03.008(2) of the West Lake Hills Code). Applicant: Trey Fletcher, City of West Lake Hills.

Director Jennifer Bills gave a brief summary. Mayor Anthony commented on the sign being a minimal design that is functional. It is an understated concept.

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 approve the variance as presented. Motion carried.

7. Administration Discussion and update on bond items regarding Proposition A (new municipal complex) and Proposition B (street and drainage projects).
City Administrator Trey Fletcher gave a brief update on Proposition A. The following points were discussed:

- Received TCEQ approval.
- Consensus regarding fence height has been confirmed at 8'.
- The subdivision plat has been approved.
- Continue to have weekly BIM coordination meetings.
- Austin Energy has completed infrastructure improvements.
- A demolition permit has been submitted.
- The public use of the parking lot will stop beginning April 22.
- The site development permit is close to approval and issuance of the building permit will follow.
- The Groundbreaking Ceremony will be held on May 1st at 11 a.m.
- The Council discussed concerns for pedestrian traffic.

8. Administration Discuss and consider augmentations to support code enforcement efforts and enhance citizen communications.

City Administrator Fletcher gave a summary of modules available within the Civic Plus platform. The following modules were reviewed:

- Mass Notification System - would replace Blackboard Connect for emergency communications with residents and staff.
- SeeClickFix (311 CRM Solution) - could be added to provide additional options for resident communication of issues within the City.
- Code Enforcement - could be added to assist with reporting of complaints/violations, tracking of service orders, generation of notices/letters, etc.

MOTION: Upon a motion made by Councilmember Plunkett and a second by Councilmember Walker, the Council voted five (5) for and none (0) opposed to authorize the City Administrator to move forward by switching from Blackboard Connect to the CivicPlus Mass Notification System with the additional CivicPlus SeeClickFix 311 CRM Solution and Code Enforcement modules and including the associated costs in the FY 2024-25 budget. 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 7:40 p.m.

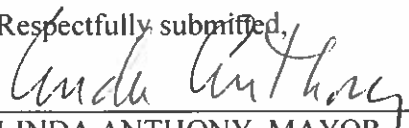
10. Executive Session Reconvene into Open Session and take action if and as deemed appropriate in the City Councils' discretion regarding consultation with attorney.

Council reconvened in Open Session at 8:07 p.m. No action was taken.

11. Adjournment

MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember O'Connor, the Council voted five (5) for and none (0) opposed to adjourn the meeting at 8:08 p.m. Motion carried.

Respectfully submitted,


 LINDA ANTHONY, MAYOR

ATTEST:

Terry Blanchard
Terry Blanchard, TRMC
City Secretary



These minutes were approved on April 10, 2024.