CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL REGULAR MEETING
Wednesday, May 22, 2024 at 7:00 PM

1. Call to Order
With a quorum present, Mayor Pro Tem Bowman called the meeting to order at 7:07 p.m.

CITY COUNCIL PRESENT:	**CITY STAFF PRESENT:**
Mayor James Vaughan	City Administrator Trey Fletcher
Mayor Pro Tem Gordon Bowman	City Secretary Terry Blanchard
Dana Harmon	Finance Director Vonda Ragsdale
Brian Plunkett	Director of BDS Jennifer Bills
Beth South	Chief of Police Scott Gerdes
Darin Walker	City Attorney Josh Brockman-Weber

2. Administration Presentation of Certificates of Election and Oath of Office for the positions of Mayor, City Council Member Place 2, City Council Member Place 4, and City Council Member Place 1 (for an unexpired term).

Judge Meisel administered the Oath of Office and presented Certificates of Election to Mayor James Vaughan, Council Member Brian Plunkett, Council Member Darin Walker, and Council Member Dana Harmon.

Mayor Vaughan gave a welcome speech prior to taking his place on the dais.

3. Administration Discuss and consider action on the selection of a Mayor Pro Tem.

MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember Plunkett, the Council voted four (4) for and none (0) opposed with one (1) abstention to select Gordon Bowman as the Mayor Pro Tem. Councilmember Bowman abstained. Motion carried.

4. Proclamation Mayor to proclaim May 19-25, 2024 as Public Works Week.

Mayor Vaughan read the Public Works Week proclamation and presented the copy to Director Bills.

5. 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.

The following citizens provided comments to the City Council:

- Eddy Patterson (5423 Petticoat Lane) - Discussed the Austin's Pizza playground and the disrepair of the existing fence. He is frustrated with the permitting process.
- Brett Cunningham (103 Westhaven Drive) - Stated that he is concerned about the negative impact that the construction of the new municipal complex may have on property values. He requested that the 8-foot fence which was previously approved be increased to a 10-foot fence to mitigate some of the noise and privacy issues. Also, he stated that Austin Energy removed several trees in order to run new lines for the complex but replaced them with small diameter trees. He would like to see mature trees placed along the fence line to provide a barrier consistent with what they had previously.

Hearing no further comments, the Citizen Communication portion of the meeting was closed.

6. 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 May 8, 2024 Regular Meeting Minutes.

   MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember South, the Council voted four (4) for and none (0) opposed with one (1) abstention to approve the Consent Agenda as presented. Councilmember Harmon abstained. Motion carried.

7. Administration Discuss and consider collaborative efforts of the City and Travis County ESD No. 9 regarding wildfire prevention and preparation of a tabletop exercise.

   City Administrator Fletcher gave a brief summary. David Wilson and Mike Lacey (Westlake Fire Department) gave an overview of the tabletop exercise. This is an opportunity to review evacuation and response plans. There will be meetings with citizens to discuss ways they can prepare and protect their homes. The tabletop will be held in June as an active exercise with simulations.

8. Administration Discuss and consider assignment of council member focus areas related to finance, drainage manual review, compatibility standards, code enforcement, fire prevention, and economic development/wastewater.

   Mayor Vaughan gave a summary of the focus areas. The following assignments were made:
   - Fire Prevention - Councilmember Harmon
   - Finance - Councilmember South with Grant Stanis
   - Drainage Manual Review - Councilmember Walker with John Lewis & Jim O'Connor
   - Compatibility Standards - Councilmember Plunkett
   - Code Enforcement - Mayor Vaughan and Councilmember Bowman
   - Economic Development/Wastewater - Mayor Vaughan

9. Administration Discussion and possible action to seek an additional alternate for the Board of Adjustment (BOA).

MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember Bowman, the Council voted five (5) for and none (0) opposed to appoint Linda Anthony as an alternate for the Board of Adjustment. Motion carried.

10. Administration Discuss and consider action on bid award for the West Lake Hills Gateway Sign located at the northwest corner of Bee Cave Road and Rollingwood Drive and authorize the city administrator to execute necessary documents.

Director Bills gave a brief summary. The low bid was received from Buck Up in the amount of $82,700. Mayor Vaughan would like to postpone this item until the next meeting. The Council requested alternate locations with greater visibility.

MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember South, the Council voted two (2) for and three (3) opposed to award the bid to the low bidder as stated. Voting for the motion were Bowman and South. Voting against were Harmon, Plunkett, and Walker. Motion failed.

MOTION: Upon a motion made by Councilmember Plunkett and a second by Councilmember Harmon, the Council voted four (4) for and one (1) opposed to postpone the item until the next meeting. Voting for the motion were Harmon, Plunkett, South, and Walker. Voting against was Bowman. Motion carried.

11. Administration Discussion and update on bond items regarding Proposition A (new municipal complex) and Proposition B (street and drainage projects) and authorize contingency expenditures related to the same.

Stephen Karp gave a presentation to the Council with an update on Proposition A:

- Recap of the groundbreaking event.
- Discussed tree harvesting and wood drying at the mill.
- Demolition has been completed, and the job trailer is on site.
- Discussed project budget and contingency funds.

Vicki Ortega gave an update on the Proposition B projects:

- Camp Craft - waterline issues may postpone the project until next summer. Vetting options on how to proceed.
- Work on utility lines at Camp Craft for this summer and raise road next summer (February - July 2025).
- Flip the schedule and focus on the other four (4) projects beginning this summer.
- Work on contract amendment with Smith Contracting for the revised schedule.

MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember Bowman, the Council voted five (5) for and none (0) opposed to authorize the use of contingency funds as presented. Motion carried.

12. 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:
        i. Jaffe - 1405 Wildcat Hollow;
        ii. Alvarez - 1505 Wildcat Hollow; and
        iii. 1836 Real Estate, LLC - 707 Butler Cove.

Council convened into Executive Session at 9:06 p.m.

13. 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 9:33 p.m. No action was taken.

14. Adjournment

MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember Harmon, the Council voted five (5) for and none (0) opposed to adjourn the meeting at 9:35 p.m. Motion carried.

Respectfully submitted,

JAMES VAUGHAN, MAYOR

ATTEST:

Terry Blanchard

Terry Blanchard, TRMC
City Secretary

CITY OF WEST LAKE HILLS CORPORATE SEAL TEXAS

These minutes were approved on June 12, 2024.