

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL REGULAR MEETING
Wednesday, July 24, 2024 at 7:00 PM

1. Call to Order

With a quorum present, Mayor Vaughan called the meeting to order at 7:01 p.m.

CITY COUNCIL PRESENT:

Mayor James Vaughan
Dana Harmon
Beth South
Darin Walker

CITY STAFF PRESENT:

City Administrator Trey Fletcher
City Secretary Terry Blanchard
Finance Director Vonda Ragsdale
Court Administrator Robert Martinez
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 Vaughan opened the meeting for public comments. The following comments were received:

- Sara Rider (13 N Peak) - Concerned about the proposed changes to North Peak. Has never seen repaving on N Peak or dire consequences following a heavy rain. The road is narrow and drainage improvements would result in the loss of trees.
- Drew Bridges (7 N Peak) - The street needs drainage improvements. We need simple solutions that allow for some street parking. The top is incorrect by approximately 50 feet and needs to be re-evaluated.

Hearing no further comments, the public comment section was closed.

6. Administration Discuss and consider action to revise the scope of work for the FY24 Streets and Drainage Maintenance Projects, including review of the removal or revision of drainage improvement for North Peak Road.

City Administrator Fletcher gave a brief summary. The City wants to provide street maintenance as well as improve the drainage, but may need to pause and re-evaluate the game plan. The project is out for bid at this time. Once project is awarded, the City could utilize a change order to remove a portion of the project to address the issues listed above. No action was taken on this item.

3. 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. Jaffe - 1405 Wildcat Hollow.

Council convened into Executive Session at 7:15 p.m.

4. 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 7:44 p.m. No action was taken on this item.

5. 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 July 10, 2024 Regular Meeting Minutes.
 - b. Approval of the FY 24 Q3 Building and Development Services Department Report.
 - c. Approval of the FY 24 Q3 Investment Report.
 - d. Approval of the FY 24 Q3 Municipal Court Report.
 - e. Approval of the FY 24 Q3 Public Safety Report.
 - f. Approval of the Cyber Liability and Data Breach Response Interlocal Agreement (ILA) with the Texas Municipal League Intergovernmental Risk Pool (TMLIRP).
 - g. Approval of the Austin Regional Intelligence Center (ARIC) Interlocal Agreement (ILA) renewal.
 - h. **207 Yaupon Valley Road** - Approval with conditions for the Osuri Subdivision Minor Plat, being 1.743 acres out of the Thomas J. Chambers Survey No. 504 (Section 36.01.018 of the West Lake Hills Code of Ordinance). Applicant: Davin Fillpot, Agent.
 - i. Approval of an ordinance affirming term and compensation for the Municipal Judge.
 - j. Approval of an ordinance affirming term and compensation for the Associate Municipal Judge.

MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember Walker, the Council voted three (3) for and none (0) opposed to approve the Consent Agenda as presented. Motion carried.

7. Administration Discuss and consider approving change order Number 1 and provide direction on material revisions for future change proposal requests related to the Proposition B road projects with Smith Contracting.

Vicki Ortega gave a presentation. Change Order #1 includes the schedule modifications and field changes for the Camp Craft Road project. Change Order #2 provides an option for using mill/overlay instead of the originally proposed crack seal/seal coat. Grooved pavement was discussed for the area near Yaupon to reduce speeding. Potential Change Order #3 would include design changes and will be brought for Council consideration at later date.

MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember Walker, the Council voted three (3) for and none (0) opposed to approve Change Order #1 as presented. Motion carried.

MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember Walker, the Council voted three (3) for and none (0) opposed to concur with the recommendation of mill/overlay for Change Order #2. Motion carried.

Mayor opened items 8 & 9 for concurrent consideration.

9. Administration Receive a briefing regarding the tabletop exercise held on June 14, 2024 coordinated by the Westlake Fire Department.

Fire Chief David Wilson and Fire Marshal Mike Lacey gave a presentation to the Council. Fire Chief Wilson stated that the last major fire in West Lake Hills was in 1961. The "After-Action Report - Lessons Learned" was reviewed. The tabletop exercise provides an opportunity for fire chiefs and police chiefs to work together to fit the emergency coordination into their system for evacuation planning. Areas that the City should continue to improve upon include, but are not limited to, continuing to widen streets, improving turn-arounds and dead ends for maneuverability, cutting back vegetation from roadways, and tree trimming.

8. Administration Discussion and possible action regarding prioritization and expectations of the City Council Focus Areas regarding fire prevention.

City Administrator Fletcher gave a presentation. The City needs to renew the action plan for fire prevention. Mayor Vaughan commented on the need to identify what the City should be working towards.

10. Finance Discuss and consider action on the FY 2024-25 Proposed Budget.

Chief Gerdes gave a presentation and reviewed the 5-10 year plan. Information was provided on the vehicle replacement plan, radios and encryption, and tasers and body cameras.

City Administrator Fletcher and Director Ragsdale discussed the following options as add-ins for the budget:

- a. Flock cameras
- b. Public Works Utility Superintendent position
- c. Strategic Plan

- d. Alternative methods for vegetation management
- e. ROW/canopy clearing

The Council discussed having the Strategic Plan, ROW clearing, and vegetation management added into the budget. The other two items will be considered later in the budget process.

11. Administration Discuss and consider the implementation of City Council workshops.

Mayor Vaughan would like to implement Council Workshops on a once per month basis during the lunch hour. Various topics would be discussed with a limit of two topics per meeting. Consensus agreed to have the workshops on the 1st Wednesday of each month from 12:00-1:30 p.m. in the Janet Room at City Hall.

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:
 - 1. Alvarez - 1505 Wildcat Hollow; and
 - 2. 1836 Real Estate, LLC - 707 Butler Cove.
- b. Section 551.074 - Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee - Associate Judge.

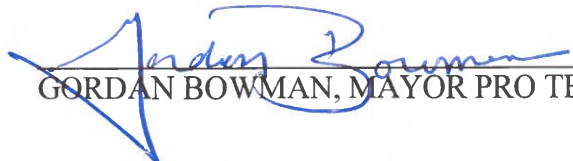
The Executive Session was postponed by Mayor Vaughan.

13. Executive Session Reconvene into Open Session and take action if and as deemed appropriate in the City Councils' discretion regarding consultation with attorney and deliberation regarding an Associate Judge.

14. Adjournment

MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember South, the Council voted three (3) for and none (0) opposed to adjourn the meeting at 9:38 p.m. Motion carried.

Respectfully submitted,


GORDAN BOWMAN, MAYOR PRO TEM

ATTEST:

Terry Blanchard
Terry Blanchard, TRMC
City Secretary

These minutes were approved on August 14, 2024.

