CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL REGULAR MEETING
Wednesday, August 14, 2024 at 7:00 PM

1. Call to Order

   With a quorum present, Mayor Pro Tem Bowman called the meeting to order at 7:00 p.m.

   Meeting was suspended at 7:02 p.m. Meeting was reconvened at 7:46 p.m.

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 Pro Tem Bowman 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 July 24, 2024 Regular Meeting Minutes.
   b. Approval of a Memorandum of Understanding (MOU) between the Eanes Independent School District Police Department and the City of West Lake Hills Police Department.
   c. Approval of the 4 North Peak Road Minor Plat, being .0848 acres out of the Henry P Hill Survey Abstract No. 14 (Section 36.01.018 of the West Lake Hills Code of Ordinance). Applicant: Kent Stromberg, Agent.

   MOTION: Upon a motion made by Councilmember South and a second by Councilmember Harmon, the Council voted five (5) for and none (0) opposed to approve the Consent Agenda as presented. Councilmember Bowman abstained on item 3a. Motion carried.

4. Land Use **807 Loma Linda Drive:** Discuss and consider action on a variance for an 8.5-foot-tall fence where the maximum height is 6 feet over natural grade (Section 22.03.173 of the West Lake Hills Code). Applicant: Carrie Steilen, Property Owner.

   Director Bills gave a brief summary. Staff and ZAPCO recommend denial.

   Jared Ficklin (property owner) gave a brief history of renovations. Mistakes were made in the process, but they would like to correct them. The intent was to have a 6' wall between the neighbors for privacy. Alternate options were discussed.

Kelley Roesch (803 Loma Linda Drive) spoke in support of the fence. She stated the wall would allow privacy for both sides.

MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember South, the Council voted five (5) for and none (0) opposed to approve the variance as requested. Motion carried.

5. Administration Discuss and consider action on the bid award for the FY24 Streets and Drainage Maintenance projects not to exceed $1,375,459.00 and authorize the City Administrator to execute necessary documents.

   Director Bills gave a brief summary. One bid was received from Alpha Paving.

   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 approve awarding the bid to Alpha Paving in an amount not to exceed $1,375,459 and to authorize the City Administrator to execute necessary documents. Motion carried.

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

   Finance Director Ragsdale stated that the new budget includes the three previously requested projects (Strategic Plan, ROW clearing, and vegetation management). Beginning in fiscal year 2024-25, customers with a grinder pump will see an additional fee of $35 per month added to their bill. This will assist with defraying costs for grinder pump maintenance and replacement, when necessary.

   City Administrator Fletcher distributed information regarding the requested staff position of Public Works Utility Superintendent. Council discussed the justification for the position. If approved, the staff position would report to the City Administrator.

   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 direct the City Administrator to reflect in the proposed budget the creation/hiring of the Public Works Utility Superintendent position. Motion carried.

7. Finance Discuss and consider action to approve the Certified Appraisal Roll and the proposed Ad Valorem Tax Rate for Maintenance and Operations and for the Debt Service for the Fiscal Year 2024-25 Proposed Budget.

   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 approve the Certified Appraisal Roll and set the maximum proposed Ad Valorem Tax Rate of $0.1786 per $100 valuation for Maintenance & Operations and for the Debt Service for the fiscal year 2024-25 Proposed Budget. Motion carried.

8. Administration Discuss and consider approving change order number 2 for the Proposition B Road bond projects with Smith Contracting to incorporate paving changes to Westlake Drive, Redbud Trail and Laurel Valley and authorize the City Administrator to execute the same.

   Jay Kennedy gave a brief summary of Change Order #2. Mill and overlay (instead of crack fill and seal coat) would be used on the majority of streets at an approximate cost of $316,008.50. Council discussed future Change Order #3 which would include high-friction payment alternatives and design changes related to Camp Craft Road (waterline conflicts, redesign elements, and cost sharing with WCID #10).

   MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember Plunkett, the Council voted five (5) for and none (0) opposed to approve Change Order #2. 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; and
      3. 1836 Real Estate, LLC - 707 Butler Cove.

   Council convened into Executive Session at 9:09 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 9:25 p.m.

    MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember Plunkett, the Council voted five (5) for and none (0) opposed to approve a settlement agreement in the amount of $60,212.50 from 1836 Real Estate, LLC (707 Butler Cove) to the City of West Lake Hills to be placed in the tree fund. Motion carried.

11. Adjournment

    MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember Walker, the Council voted five (5) for and none (0) opposed to adjourn the meeting at 9:26 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 August 28, 2024.