

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL REGULAR MEETING
Wednesday, October 23, 2024 at 7:00 PM

1. Call to Order

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

CITY COUNCIL PRESENT:

Mayor James Vaughan
Mayor Pro Tem Gordon Bowman
Dana Harmon
Beth South
Darin Walker

CITY STAFF PRESENT:

City Administrator Trey Fletcher
City Secretary Terry Blanchard
Finance Director Vonda Ragsdale
Director of BDS Jennifer Bills
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. 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 October 9, 2024 Regular Meeting Minutes.
 - b. Approval of the FY 24 Q4 Building and Development Services Department Report
 - c. Approval of the FY 24 Q4 Investment Report.
 - d. Approval of the FY 24 Q4 Municipal Court Report.
 - e. Approval of the FY 24 Q4 Public Safety Report.
 - f. Approval of agreement for Flock License Plate Reader Cameras.
 - g. Approval of Resolution 2024-10-01 adopting the Covered Applications and Prohibited Technology Policy.
 - h. Approval of agreement with Records Consultants, Inc. for document imaging.
 - i. Approval to change the following City Council Meetings:
 - 1. Reschedule the November 27, 2024 meeting to Tuesday, November 26, 2024;
 - 2. Cancel the December 25, 2024 meeting; and
 - 3. Cancel the January 1, 2025 workshop.

Mayor removed Item 3c from the Consent Agenda.

MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember Harmon, the Council voted four (4) for and none (0) opposed to approve the revised Consent Agenda. Motion carried.

3c. Approval of the FY 24 Q4 Investment Report.

Finance Director Ragsdale gave a summary of the changes to the revised Investment Report.

MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember Harmon, the Council voted four (4) for and none (0) opposed to approve the revised Investment Report as presented. Motion carried.

4. Public Hearing Discuss and consider action on Ordinance 2024-017 of the City of West Lake Hills, Texas amending the Code of Ordinances, Section 22.03.001 Definitions, Section 22.03.137 Expiration, Section 22.03.142 Required Inspections and Section 22.03.331 Definitions, as attached in Exhibit A, providing for findings of fact, repealer, severability, codification, effective date, and proper notice and meeting.

Director Bills gave a summary of the proposed changes. Areas discussed included the following:

- Definitions
 - Certificate of Completion
 - Start of Construction
 - Substantially Ceased Construction
- Expiration
- Required Inspections
- Definition for improperly maintained building

Mayor opened the Public Hearing at 7:17 p.m. Hearing no comments, the Public Hearing was closed at 7:18 p.m.

MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember South, the Council voted four (4) for and none (0) opposed to approve the ordinance as presented. Motion carried.

5. Finance Discuss and consider action on an ordinance amending the budget for fiscal year 2023-24.

Finance Director Ragsdale gave a detailed summary of the amended budget for Fiscal Year 2023-24.

MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember Walker, the Council voted four (4) for and none (0) opposed to adopt the amended budget for FY 2023-24 as presented. Motion carried.

6. Administration Discussion and possible action regarding "enterprise events" in which citizens rent out areas of their property (such as swimming pools, etc.) for group events.

Director Bills gave a brief summary. The Council discussed options, and the consensus was to take no action at this time. There is no allowance for these types of rentals within the City code. If there is an issue in the future, staff will research and propose possible solutions for Council consideration.

7. Administration Receive an update regarding the Scenic City Gold Award to the City of West Lake Hills for 2024-2029.

City Administrator Fletcher presented the award certificate to the Council.

8. Administration Discussion and update on bond items regarding Proposition A (new municipal complex) and Proposition B (street and drainage projects).

Proposition A - Stephen Karp gave a presentation to the Council. Reviewed progress of the building and site as well as contingencies of the owner and construction manager.

Proposition B - Jay Kennedy gave a presentation to the Council. Reviewed progress and timelines for Yaupon Valley Road, Eanes School Road, and Redbud Trail. Upcoming activities include pavement milling, roadway paving, roadway striping, and micro-milling. The Council suggested reflectors for the road edges around curves, if possible. Council was reminded of a Town Hall in early January.

9. Administration Discuss and consider action regarding a change order with Smith Contracting LLC to install waterline sleeves in the right-of-way of Westlake Drive and consideration of an agreement with Doyle and Colleen Moore for 803 Westlake Drive and authorize the city administrator to execute the same.

City Administrator Fletcher and Jay Kennedy presented information to the Council regarding the proposed agreement. The six-lot subdivision requires utility extensions which would include two (2) sleeves under the roadway. The roadway bond project provides an opportunity to install the sleeves via an open cut. Approval of an agreement with the property owner would allow the work to proceed prior to the overlay of Westlake Drive. A change order with Smith Contracting LLC will be prepared for approval by the City Administrator.

MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember Walker, the Council voted four (4) for and none (0) opposed to approve the agreement as presented. Motion carried.

10. 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; and
2. Reed - 1502 Harbor View Drive.

Council convened into Executive Session at 8:16 p.m.

11. 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 8:21 p.m.

MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember Harmon, the Council voted four (4) for and none (0) opposed to authorize the settlement agreement for 1502 Harbor View Drive. Motion carried.

12. Adjournment

MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember South, the Council voted four (4) for and none (0) opposed to adjourn the meeting at 8:23 p.m. Motion carried.

Respectfully submitted,



JAMES VAUGHAN, MAYOR

ATTEST:



Terry Blanchard, TRMC
City Secretary

These minutes were approved on November 13, 2024.

