CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL REGULAR MEETING
Wednesday, December 11, 2024 at 7:00 PM

1. Call to Order

With a quorum present, Mayor Vaughan called the meeting to order at 7:05 p.m.

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

The meeting was suspended at 7:06 p.m.

The meeting was reconvened at 7:45 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 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 November 13, 2024 Regular Meeting Minutes.
   b. Approval of the December 4, 2024 Workshop Minutes.
   c. Approval of the 2025 ZAPCO meeting schedule and adoption of submission calendars for Special Use, Zoning, Variance, and Subdivision applications for calendar year 2025.
   d. **804 Canyon Creek** - Approval of Lot 18R, Stonehedge Estates Block "P", a Replat of Lot 18, Stonehedge Estates, Block "P" and 0.104-acre tract of land situated in the A.D.L. Benham Survey No. 503, Abstract No. 75 (Section 36.01.018 of the West Lake Hills Code). Applicant: Motoki Hiromatsu, Point B Design Group.

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

4. Public Hearing **402 Camp Craft Road** - Discuss and consider action on a variance to allow for the removal of a 27-inch crepe myrtle (tree #76), when trees 14-inches and greater require a variance for removal (Section 22.03.304(a)(4) of the West Lake Hills Code of Ordinances). Applicant: Eric Rauser, Rauser Construction.

   Director Bills gave a brief summary. Eric Rauser stated the variance request was the best option to preserve the live oak trees on-site and allow for drainage.

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

5. Public Hearing **3300 Bee Cave Road** - Discuss and consider action to approve Ordinance 2024-019 for a Uniform Signage Agreement for Westbank Market (Section 32.02.003 of the West Lake Hills Code of Ordinances). Applicant: Robbie Keithley, Barshop and Oles Company.

   Director Bills gave a summary. Wade McGinnis gave a brief history of the property and answered questions from the City Council.

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

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

   Stephen Karp gave a presentation on Proposition A. Jay Kennedy gave a presentation on Proposition B.

8. Administration Discussion and consider action to approve Change Order Number 4 for $192,754.25 with M.A. Smith Contracting Company, Inc. and authorize the City Administrator to execute the same.
   Jay Kennedy gave a brief summary.

   MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember Plunkett, the Council voted three (3) for and none (0) opposed to approve Change Order Number 4 and authorize the City Administrator to execute the same. Motion carried.

7. Administration Discuss and consider action to approve a letter of funding commitment in support of a Transportation Alternative Set-Aside (TASA) grant application for the City of West Lake Hills Trail Corridor Project along the Eanes Creek corridor and authorize the City

Administrator to execute the same.

City Administrator Fletcher gave a presentation on the proposed project.

MOTION: Upon a motion made by Councilmember Plunkett and a second by Councilmember Harmon, the Council voted two (2) for and one (1) opposed to approve a letter of funding commitment with a maximum of $100,000 to be paid by the City. Motion carried.

9. Administration Discuss and consider action on a position regarding the MoPac South Expressway Plans in response to the Mobility Authority and TxDOT (Texas Department of Transportation) request for public comments.

   City Administrator Fletcher gave a brief summary. Mayor Vaughan provided detailed information regarding the proposed MoPac South Corridor. The plan lacks consideration for East/West traffic.

   MOTION: Upon a motion made by Councilmember Plunnkett and a second by Councilmember Harmon, the Council voted three (3) for and none (0) opposed to authorize the Mayor to carry concerns forward to CTRMA and promote them revisiting support for East/West traffic flow. Motion carried.

10. Administration Discuss and consider action on the adoption of policy and process for the approval of traffic calming measures (speed humps, radar speed signs, etc).

    Director Bills gave a summary. Reviewed the proposed process with the Council. Staff would like to have a standardized process with checklist and application procedures.

    No action was taken.

11. Administration Discuss and consider action on policy regarding street edge treatment standards and applications.

    Director Bills gave a summary and reviewed types of street edge treatments.

    No action was taken.

12. Administration Discuss and consider action approving participation in the new Opioid Settlement with Kroger and authorizing the Mayor to execute the Subdivision Participation Form.

    City Administrator Fletcher gave a brief summary.

    MOTION: Upon a motion made by Councilmember Plunkett and a second by Councilmember South, the Council voted three (3) for and none (0) opposed to authorize the Mayor to execute the Subdivision Participation Form. Motion carried.

13. 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; and
      ii. Alvarez - 1505 Wildcat Hollow.

Council convened into Executive Session at 10:13 p.m.

14. 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 10:16 p.m.

No action was taken.

15. Adjournment

MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember South, the Council voted three (3) for and none (0) opposed to adjourn the meeting at 10:16 p.m. Motion carried.

Respectfully submitted,

JAMES VAUGHAN, MAYOR

ATTEST:

Terry Blanchard

Terry Blanchard, TRMC
City Secretary

These minutes were approved on January 8, 2025.

CITY OF WEST LAKE HILLS
CORPORATE
SEAL
TEXAS