

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL REGULAR MEETING
Wednesday, March 26, 2025 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
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
Chief of Police Scott Gerdes
Asst. City Attorney Art Rodriguez

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. Randy Lee (6 Rocky River Cove) provided a legislative update to the Council on a bill that has been filed regarding ash juniper (cedar) trees. **Hearing no further comments, 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 February 26, 2025 Regular Meeting Minutes.
 - b. 704 Rocky River Road - Consider action to approve with conditions a Replat of Lot 1R, a replat of portions of Lot 1 and 2 of the White & Murdock Subdivision and 0.40 acres of the Wilkinson Sparks Survey Number 4, Abstract Number 21, within the city limits (Section 36.01.018 of the West Lake Hills Code).
 - c. 1502 Harbor View Drive - Consider action to approve a license to encroach agreement for irrigation, landscape and driveway improvements in the Harbor View Drive right-of-way (Section 34.01.001 Streets, Sidewalks, and Other Public Ways; Authority).

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 approve the Consent Agenda as presented. Motion carried.

The meeting was suspended at 7:08 p.m.

The meeting was reconvened at 7:25 p.m.

5. Land Use 717 1/2 Yaupon Valley Road - Discuss and consider action on a recommendation from ZAPCO on following variances:

1. Encroachment into all setbacks where 100 feet is required (Section 18.02.033(a): Dimensional Standards for Water Storage Tanks).
2. Tank height of 60 feet where 30 feet is the maximum (Section 18.02.034: Design and construction of potable water tanks).
3. Removal of three ash juniper (cedar) trees; #103 - 14 inch, #106 - 20 inch, #121 - 15 inch; 14 inches or greater (Section 22.03.304(a)(4): Removal of trees 14" or greater);

for the installation of a water storage tank for Travis County Water Control and Improvement District 10. Applicant: James McDermott, Dannenbaum Engineering - Austin LLC.

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 approve the variances as requested. Motion carried.

The meeting was suspended at 7:26 p.m.

The meeting was reconvened at 7:53 p.m.

6. Land Use 413 Ledgeway Ridge- Discuss and consider action on a recommendation from ZAPCO on proposed variances for the removal of six (6) trees:

- #339 - a 19-inch double trunk live oak
- #342 - a 17-inch double trunk ash juniper (cedar)
- #346 - a 23-inch double trunk ash juniper (cedar)
- #2407 - a 25-inch double trunk ash juniper (cedar)
- #2420 - a 17-inch triple trunk ash juniper (cedar)
- #2437 - an 18-inch live oak

with trunk diameters of 14 inches or greater (Section 22.03.304 of the West Lake Hills Code). Applicant: Emily Haydon, LaRue Architects.

Director Bills gave a brief summary. Four letters of support were received from neighbors. ZAPCO recommends denial and staff recommends approval. Jim LaRue (architect) stated that the driveway and slope are driving these requests.

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

7. Land Use 502 Spiller Lane - Discuss and consider action on a drainage waiver to allow a Type I submittal instead of the required Type III submittal (Section 22.03.511(d) of the Code of Ordinances).

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 postpone until the April 9, 2025 meeting. Motion carried.

4. Finance Discuss and consider acceptance of the FY 2023-24 Financial Audit.

April Charlebois with Singleton, Clark & Company provided an overview of highlights from the annual audit. Those included:

- page 1 - Independent Audit Report - The City received an unmodified opinion (clean report)
- page 20 - Reviewed the Balance Sheet
- page 25 - Reviewed the Statement of Revenues, Expenditures, and Changes in Fund Balance
- page 75 - Schedule of Findings and Questioned Costs - in the Summary of Auditor's Results, the auditor issued an unmodified opinion

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 accept the audit. Motion carried.

8. Administration Discuss and consider approving a quote from McCoy Rockford for the purchase of furniture, fixtures and equipment for the new municipal complex.

Item was postponed.

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. Jaffe - 1405 Wildcat Hollow; and
- b. Section 551.071 - Consultation with attorney regarding pending litigation for property located at 1414 Circle Ridge.

Council convened into Executive Session at 8:17 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 8:35 p.m. No action was taken.

11. Adjournment

MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember Harmon, the Council voted three (3) for and none (0) opposed to adjourn the meeting at 8:37 p.m. Motion carried.

Respectfully submitted,



JAMES VAUGHAN, MAYOR

ATTEST:



Terry Blanchard, TRMC
City Secretary

These minutes were approved on April 9, 2025.

