CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL REGULAR MEETING
Wednesday, April 9, 2025 at 7:00 PM

1. Call to Order

   With a quorum present, Mayor Vaughan called the meeting to order at 7:04 p.m.

CITY COUNCIL PRESENT:	CITY STAFF PRESENT:
Mayor James Vaughan	City Administrator Trey Fletcher
Mayor Pro Tem Gordon Bowman	City Secretary Terry Blanchard
Dana Harmon	Finance Director Vonda Ragsdale
Brian Plunkett	Director of BDS Jennifer Bills
Beth South	Chief of Police Scott Gerdes
Darin Walker	City Attorney Josh Brockman-Weber

   The meeting was suspended at 7:05 p.m.

   The meeting was reconvened at 8:36 p.m.

2. <u>Citizen Communications</u> 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. <u>Consent Agenda</u> 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 March 26, 2025 Regular Meeting Minutes.
   b. Approval of an ordinance amending the Fiscal Year 2024-25 budget.
   c. Approval and adoption of the budget calendar for Fiscal Year 2025-26.
   d. Approval of a resolution amending the Financial Procedures and Control Policy.
   e. Approval of a resolution amending the composition of the Public Arts Advisory Subcommittee and approval of recommendations from the City Administrator for appointments to said subcommittee.
   f. Approval of a resolution establishing an Architectural Advisory Committee.

   Councilmember Harmon asked that item 3b be removed from the Consent Agenda.

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

3b. Approval of an ordinance amending the Fiscal Year 2024-25 budget.

Finance Director Ragsdale gave a brief summary.

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

4. Administration Discuss and consider a recommendation for city engineering services and authorize negotiations.

   City Administrator Fletcher gave a summary. Eight (8) Statements of Qualification were received and four (4) firms were selected for interviews. Staff recommend two (2) firms for Master Services Agreements: Colliers Engineering & Design as the city engineer and HR Green as the special advisor for wastewater. Representatives from each firm were introduced to Council - Chris Otto (Colliers) and Leigh Thomas (HR Green).

   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 the recommendation and authorize negotiations. Motion carried.

5. Administration Discuss and consider action regarding pedestrian safety at the intersection of Bee Cave Road and Camp Craft Road.

   City Administrator Fletcher gave a summary. Ryan Ramirez (203 McConnell) provided comments to the Council regarding several "near-miss" situations that have been witnessed. Parents are dropping off students on Westhaven and then the kids run across the street. Distracted drivers are not staying focused in the school zone and it is causing issues.

   Several suggestions were discussed to provide for pedestrian safety at the intersection, such as flashing signs, medians, closure of certain turn lanes at specific times, etc. Colliers Engineering & Design will consult with their traffic engineer for recommendations.

6. Administration Discuss and consider preliminary recommendations associated with Travis County Safe Routes for All projects identified in West Lake Hills.

   City Administrator Fletcher gave a summary of the preliminary recommendations.

7. Administration Discuss and consider approving quotes from McCoy Rockford for the purchase of furniture, fixtures and equipment for the new municipal complex and authorize the City Administrator to execute all documents.

City Administrator Fletcher provided a summary. There are two (2) contracts for the new facility. One is for the de-mountable walls for the Municipal Court offices and the other is for the FFE. Contract amounts are within budget.

MOTION: Upon a motion made by Councilmember Plunkett and a second by Councilmember Bowman, the Council voted five (5) for and none (0) opposed to approve the quotes and authorize the City Administrator to execute all documents. Motion carried.

8. 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 9:37 p.m.

9. 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 9:45 p.m. No action was taken.

10. Adjournment

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 adjourn the meeting at 9:46 p.m. Motion carried.

Respectfully submitted,

JAMES VAUGHAN, MAYOR

ATTEST:

Terry Blanchard

Terry Blanchard, TRMC
City Secretary

These minutes were approved on April 23, 2025.

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SEAL
TEXAS