



CITY OF WEST LAKE HILLS, TEXAS
NOTICE OF CITY COUNCIL REGULAR MEETING
Wednesday, June 11, 2025 at 7:00 PM

Notice is hereby given that the City Council of the City of West Lake Hills, Texas, will hold a Regular Meeting on the 11th day of June 2025 at 7:00 p.m., in the Council Chambers, Municipal Building, 911 Westlake Drive, West Lake Hills, Texas, at which time the following items will be discussed, to-wit:

REMOTE ACCESS - Join Zoom Meeting at <https://us02web.zoom.us/j/3499549035>
Or via telephone: Dial (346) 248-7799 - Meeting ID: 349 954 9035

If you wish to speak during the meeting or provide written comments, please email your name, phone number, comments, and the item number you wish to speak/comment on to citysec@westlakehills.gov by 1:00 P.M. on June 11, 2025.

1. Call to Order
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.
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 May 28, 2025 Regular Meeting Minutes.
 - b. Approval of the June 4, 2025 Workshop Minutes.
 - c. Approval of a Consortium Participation Agreement with Chase Bank for procurement card services and authorization for the City Administrator to execute the same.
 - d. **204 Westhaven Drive:** Approval of Lot 52R, a replat of 1.37 acres of Lot 52 of the Westlake Park Subdivision and 0.09 acres out of lot 32 of the Barton Springs Estates Subdivision, within the city limits (Section 36.01.018 of the West Lake Hills Code).

- e. **201 Wildcat Hollow:** Approval of 201 Wildcat Minor Plat, being 1.213 acres out of the Wilkinson Sparks Survey Abs No. 21 (Section 36.01.018 of the West Lake Hills Code of Ordinances).
4. Administration Discuss and consider action on revisions to the Police Department salary matrix.
5. Administration Receive an update and consider possible action regarding City of West Lake Hills v. Jaffe – 1405 Wildcat Hollow.
6. Adjournment

Approved by: James Vaughan, Mayor

Certificate

I certify that the above Notice of the June 11, 2025 City Council Regular Meeting was posted on the bulletin board at the Municipal Building, 911 Westlake Drive, West Lake Hills, Texas on Friday, June 6, 2025 by 5:00 pm. and will remain posted continuously until said meeting is convened.

Signed by: Terry Blanchard, City Secretary

The City of West Lake Hills is committed to compliance with the Americans with Disabilities Act. Reasonable accommodation and equal access to communications will be provided upon request.

All items on the agenda are for discussion and/or action. City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development).

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL REGULAR MEETING
Wednesday, May 28, 2025 at 7:00 PM

1. Call to Order

With a quorum present, Mayor Pro Tem Bowman called the meeting to order at 7:02 p.m.

CITY COUNCIL PRESENT:

Mayor Pro Tem Gordon Bowman
Dana Harmon
Brian Plunkett
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
City Attorney Charles E. Zech

Mayor Pro Tem Bowman introduced Charles Zech as the new City Attorney.

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.

Randy Lee updated the City Council on the Ash Juniper bill before the Legislature. Mr. Lee reported that his group managed to "kill" the bill that would have destroyed our tree ordinance, stating that the bill was defeated for now.

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 May 14, 2025 Regular Meeting Minutes.
 - b. Approval of the May 14, 2025 Special Meeting Minutes.
 - c. **204 Westhaven Drive** - Approval of recommendation from ZAPCO for Lot 52R, a replat of 1.37 acres of Lot 52 of the Westlake Park Subdivision and 0.09 acres out of Lot 32 of the Barton Springs Estates Subdivision, within the city limits (Section 36.01.018 of the West Lake Hills Code). Applicant: Kyle Quick, Austin Civil Engineering.

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

4. Finance Discussion and possible action on a Revenue Forecast and preliminary tax rate for fiscal year 2025-26.

Finance Director Ragsdale provided an update to the City Council. The revenue forecast was reviewed and the preliminary tax rate of \$0.17783 (the no new revenue rate) was discussed for Fiscal Year 2025-26.

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

Proposition A - Stephen Karp made a presentation to the City Council. Substantial completion date is listed as July 14, 2025 with final completion on August 14, 2025. Mr. Karp reported that the job trailer will be removed from the job site within the next two to three weeks.

Proposition B - City Administrator Fletcher gave a brief presentation to the City Council.

6. Administration Receive an update and consider possible action regarding City of West Lake Hills v. Jaffe - 1405 Wildcat Hollow.

Director Bills gave an update to the City Council.

- The structure at 1508 Westlake Drive has been demolished and septic decommissioned, so the lot has been completely cleared.
- The plat was subsequently approved on May 16th, so once recorded, that lot line will move back and incorporate some more acreage into the 1405 Wildcat property.
- Staff have reviewed the second submittal and returned comments to the agents for the property owner, so they are in their second 60-day review period. They have a third 60-day review period after this. The deadline to get the comments/responses back to us is June 28th.
- We meet most Thursdays with the architects and engineers to go over any concerns/comments. There are a lot of different moving pieces to this project, but we feel like we are making progress.
- There will probably be some items before the Council in the next couple of months related to a license to encroach for some of the improvements that are in the right-of-way and possible variances at the front of the property for items that were depicted in the settlement agreement but never approved, the fence being one of those items.
- We are working with the applicant to have them make those formal requests to get them before the Council.

7. Adjournment

MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember South, the Council voted five (5) for and none (0) opposed to adjourn

the meeting at 7:44 p.m. Motion carried.

Respectfully submitted,

JAMES VAUGHAN, MAYOR

ATTEST:

Terry Blanchard, TRMC
City Secretary

These minutes were approved on June 11, 2025.

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL WORKSHOP
Wednesday, June 4, 2025 at 12:00 PM

1. Call to Order

With a quorum present, Mayor Vaughan called the workshop to order at 12:06 p.m.

CITY COUNCIL PRESENT:

Mayor James Vaughan
Mayor Pro Tem Gordon Bowman
Brian Plunkett
Beth South
Darin Walker

CITY STAFF PRESENT:

City Administrator Trey Fletcher
City Secretary Terry Blanchard
Finance Director Vonda Ragsdale
Director of BDS Jennifer Bills
PW Utility Supt. Manny Ghiselline
Building Official Jordan Word
WW/Account Manager Theresa Sanchez

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.

Mayor moved to Item #5.

5. Administration Discuss wastewater rates.

Grant Rabon with NewGen Strategies and Solutions gave a presentation. The following items were discussed:

- a. Report was based on FY 2025 budget
- b. Cash Capital
- c. Transfers
- d. Depreciation
- e. Periodic review to maintain correct levels of funding (recommend review every five years)
- f. Flat rates and volumetric rates
- g. Reviewed proposed rates

3. Administration Discuss right of way management policies and practices.

City Administrator Fletcher gave a presentation. The following ROW policies and practices were discussed:

- a. ROW typically extends ten feet from edge of street
- b. Public and private streets - private streets usually follow public standards (should be built into their agreements)
- c. Property owner is responsible to maintain the adjacent ROW
- d. Utility coordination between WCID 10, Austin Energy, WW collection, and telecommunication
- e. Vegetation management
- f. Drainage considerations
- g. Parking and private improvements
- h. Parking pads

4. Administration Discuss residential fences.

Director Bills gave a presentation. Discussion focused on types of fences, front setbacks, and irrigation for vegetative screening.

6. Adjournment

Mayor adjourned the meeting at 2:00 p.m.

Respectfully submitted,

JAMES VAUGHAN, MAYOR

ATTEST:

Terry Blanchard, TRMC
City Secretary

These minutes were approved on June 11, 2025.



City of West Lake Hills City Council

AGENDA REPORT

Meeting Date:	<u>June 11, 2025</u>	Item Number:	<u>3c</u>
Department:	<u>Administration</u>		
Prepared By:	<u>Terry Blanchard</u>	Cost / Budget:	<u></u>
	<u>Consortium Participation</u>		
Exhibits:	<u>Agreement</u>	Source of Funds:	<u></u>

Subject

Approval of a Consortium Participation Agreement with Chase Bank for procurement card services and authorization for the City Administrator to execute the same.

Recommendation

Approve the agreement and authorize the City Administrator to execute the same.

Discussion

The City currently uses Citibank for its procurement cards offered through the State. As of August 31, 2025, the State will enter into a new contract with U.S. Bank, which will replace the Citibank contract. Therefore, the Citibank cards will no longer be an option for the City.

After reviewing options, staff recommend a shift to Chase Bank for procurement card services. The transition will take approximately two (2) months to complete. Upon approval by Council, the plan is to begin transition to Chase Bank card services on July 1, 2025.

PARTICIPATION AGREEMENT | JPMORGAN CHASE BANK.NA.

THIS PARTICIPATION AGREEMENT (the "Participation Agreement") is made and effective this 11 day of June, 2025 ("Effective Date"), by and between **CITY OF WEST LAKE HILLS** (the "Participant") and **JPMorgan Chase Bank, N.A. or Chase Bank USA, N.A.**, as may be determined from time to time, (the "Bank") each a national banking association.

WITNESSETH:

WHEREAS, pursuant to that certain Commercial Card Agreement dated as of August 31, 2007 (the "Commercial Card Agreement") between City of Fort Worth (the "Client") and the Bank, the Bank has agreed to provide commercial card services to the Client (the "Program") on the terms and conditions of the Commercial Card Agreement, attached hereto and incorporated herein as Exhibit I; and

WHEREAS, the Participant desires to participate in the Program, subject to the terms and conditions of the Commercial Card Agreement;

NOW, THEREFORE, in consideration of the foregoing premises and the mutual agreements, provisions and covenants contained herein, the parties agree as follows:

- 1. Definitions.** Except as otherwise provided herein, all capitalized terms used herein and not otherwise defined and which are defined in the Commercial Card Agreement shall be used herein as so defined in the Commercial Card Agreement.
- 2. Mutual Obligations.** By their execution of this Participation Agreement, the Participant and Bank hereby agree to be bound by all the terms and conditions of the Commercial Card Agreement as may be amended from time to time attached hereto as Exhibit I. This Participation Agreement shall remain in effect according to its terms without regard to the continued existence or enforceability of the Commercial Card Agreement with respect to the original parties thereto. All references to "Client" in the Commercial Card Agreement shall be deemed to constitute references to the Participant hereunder.

Without limiting the generality of the foregoing, the Participant further agrees that it shall be responsible only for transactions and for fees, charges and other amounts due under the Commercial Card Agreement related to the use of Accounts of the Participant pursuant to the Commercial Card Agreement and that the Client shall not be liable for any such transactions and for any such fees, charges and other amounts.

- 3. Incentives.** For purposes of calculating rebates, Combined Charge Volume for each Participant will begin to accrue on the first day of the month following the date the Participation Agreement is executed.
- 4. Notices.** Notwithstanding the provisions of the Commercial Card Agreement, all notices and other communications required or permitted to be given under this Participation Agreement shall be in writing and shall be effective on the date on which such notice is actually received by the party to which addressed. All notices shall be sent to the address set forth below or such other address as specified in a written form from one party to the other.

To the Bank: JPMorgan Chase Bank, N.A.
10 S. Dearborn, Floor 06
Mail Code: IL1-0286
Chicago, IL 60603-2300
Attn: Commercial Card Legal

To the Participant: CITY OF WEST LAKE HILLS

911 WESTLAKE DR

WEST LAKE HILLS, TX 78746

Attn: Finance Department

- 5. Miscellaneous.** This Participation Agreement shall be governed by and construed in accordance with the substantive laws of the State of Texas, and as applicable, federal law. The headings, captions, and arrangements used in this Participation Agreement are for convenience only and shall not affect the interpretation of this Participation Agreement. This Participation Agreement may be executed in any number of counterparts, all of which, when taken together shall constitute one and the same document, and each party hereto may execute this Participation Agreement by signing any of such counterparts.

IN WITNESS WHEREOF, the parties have caused this Participation Agreement to be duly executed as of the date first written above.

BANK

By:

Name:

Title

CITY OF WEST LAKE HILLS

By:

Name:

M. Trey Fletcher

Title:

City Administrator

Participant Attestation:

The undersigned, a duly authorized officer or representative of Participant, does hereby certify that Participant has been duly authorized to enter into and perform this Participation Agreement and that the person signing above on behalf of the Participant, whose execution of this Participation Agreement was witnessed by the undersigned, is an officer, partner, member or other representative of Participant possessing authority to execute this Participation Agreement.

By:

Name:

Terry Blanchard

Title

City Secretary



City of West Lake Hills City Council

AGENDA REPORT

Meeting Date:	June 11, 2025	Item Number:	3d
Department:	Building & Development Services		
Prepared By:	Jennifer C. Bills. Director of Building & Development	Cost / Budget:	None
Exhibits:	See Attached	Source of Funds:	N/A

Subject

204 Westhaven Dr.: Approval of Lot 52R, a replat of 1.37 acres of Lot 52 of the Westlake Park Subdivision and 0.09 acres out of lot 32 of the Barton Springs Estates Subdivision, within the city limits (Section 36.01.018 of the West Lake Hills Code).

Applicant: Kyle Quick, Austin Civil Engineering

Recommendation

Staff recommend approval as all conditions have been cleared from the May 28, 2025 meeting.

The Zoning and Planning Commission reviewed the application their regular meeting on May 21, 2025 and approval with conditions listed. The plat was approved with conditions at the May 28, 2025 City Council meeting. Once approved by City Council, the applicant must provide an 18" by 24" copy with signatures, along with hardcopies of certified tax certificates showing all taxes paid.

Discussion

Property Information, Zoning & Site Characteristics:

Owner: Timothy and Michelle Jamail

Legal Description: 1.37 acres of Lot 52 Westlake Park and 0.09AC Bareton Springs Estates Lot 32

Lot Size: 1.46 acres

Zoning: R-1 One Family

Wastewater: Public sewer

The site is surrounded by properties zoned R-1 – One Family.

Background & Analysis:

The applicant has submitted a request to replat 1.37 acres of Lot 52 of the Westlake Park Subdivision and 0.09 acres out of lot 32 of the Barton Springs Estates Subdivision. The Barton Springs Estates Subdivision was recorded April 11, 1932. The Westlake Park Subdivision was recorded over portions of Lots 32, 33, 34, 35, 36 of Barton Springs Estates April 13, 1955. Westlake Terrace was recorded to the west of this property in 1956, leaving 0.09 acres of the Barton Springs Estates as a remnant tract. A residential lot can be replatted within a

subdivision without vacation of the previous lot if the none of the covenants or restrictions of the previous plat are removed.

With this replat, no streets or infrastructure are required or proposed. The parcel has 265.07 feet of frontage along Westhaven Drive and a depth of 241.47 feet. The lot meets the dimensional standards for size and dimensions. The lot is already connected to city wastewater, so on-site sewage is not required.

Attachments:

Exhibit A – Proposed Plat

Attachment 1 – Project Description Letter

Attachment 2 – Barton Springs Estates Plat

Attachment 3 – Westlake Park Subdivision

Attachment 4 – Water Service

Attachment 5 – Fire Service Availability

Chapter 36 Subdivision

Section 36.01.004 Replat or resubdivision without vacation:

A replat or plat vacation, as defined by chapter 212.014 (of the Texas Local Government Code), shall meet all of the informational and procedural requirements set forth for a final plat.

Sec. 212.014. REPLATTING WITHOUT VACATING PRECEDING PLAT. A replat of a subdivision or part of a subdivision may be recorded and is controlling over the preceding plat without vacation of that plat if the replat:

(1) is signed and acknowledged by only the owners of the property being replatted;

The owners of the property have requested the replat.

(2) is approved by the municipal authority responsible for approving plats; and

Under the West Lake Hills Code of Ordinances, the Zoning & Planning Commission provides a recommendation to the City Council. The City Council is the responsible authority for the approval of plats.

(3) does not attempt to amend or remove any covenants or restrictions.

The plat referenced restrictions filed in Volume 1595, Page 291-29 and references to Westlake Park and Barton Springs Estates plats.

Sec. 212.015. ADDITIONAL REQUIREMENTS FOR CERTAIN REPLATS.

(a) In addition to compliance with Section [212.014](#), a replat without vacation of the preceding plat must conform to the requirements of this section if:

(1) during the preceding five years, any of the area to be replatted was limited by an interim or permanent zoning classification to residential use for not more than two residential units per lot; or

(2) any lot in the preceding plat was limited by deed restrictions to residential use for not more than two residential units per lot.

The lot has a zoning classification of R-1 residential which is restricted to single-family.

- (f) If a proposed replat described by Subsection (a) does not require a variance or exception, the municipality shall, not later than the 15th day after the date the replat is approved, provide written notice by mail of the approval of the replat to each owner of a lot in the original subdivision that is within 200 feet of the lots to be replatted according to the most recent municipality or county tax roll. This subsection does not apply to a proposed replat if the municipal planning commission or the governing body of the municipality holds a public hearing and gives notice of the hearing in the manner provided by Subsection (b).

No subdivision variance is necessary for the replat of the lot.

- (g) The notice of a replat approval required by Subsection (f) must include:
- (1) the zoning designation of the property after the replat; and
 - (2) a telephone number and e-mail address an owner of a lot may use to contact the municipality about the replat.

Notice will be provided according to state law once approved by the City Council.

Compliance with Adopted Building Codes

The property and future construction will have to comply with all applicable City codes.

Subdivision

For the reasons stated in the within this report, once the conditions are met the plat will meet requirements of Chapter 36.

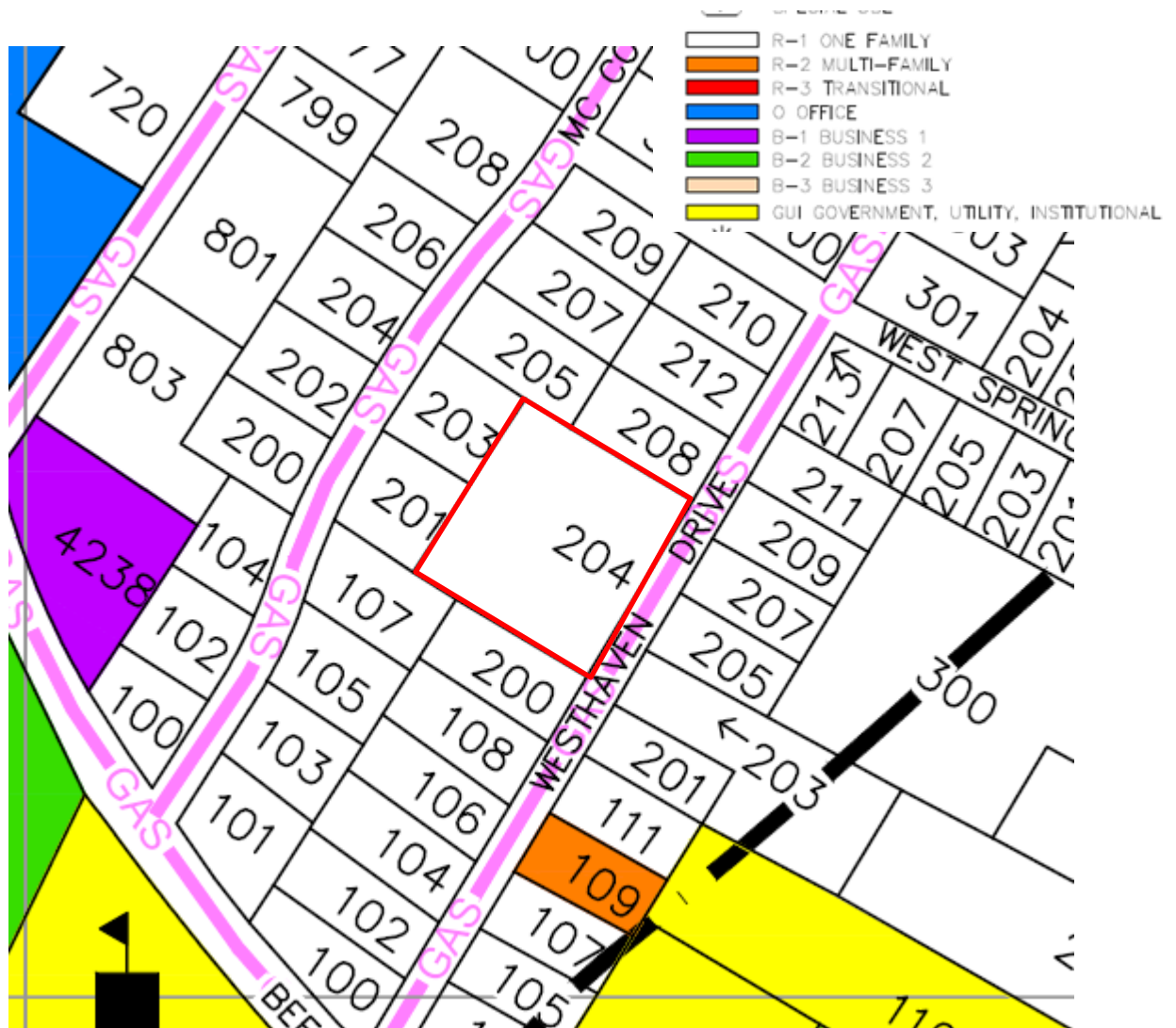
Comprehensive Planning Analysis

The request is in conformance with the City of West Lake Hills Master Plan.

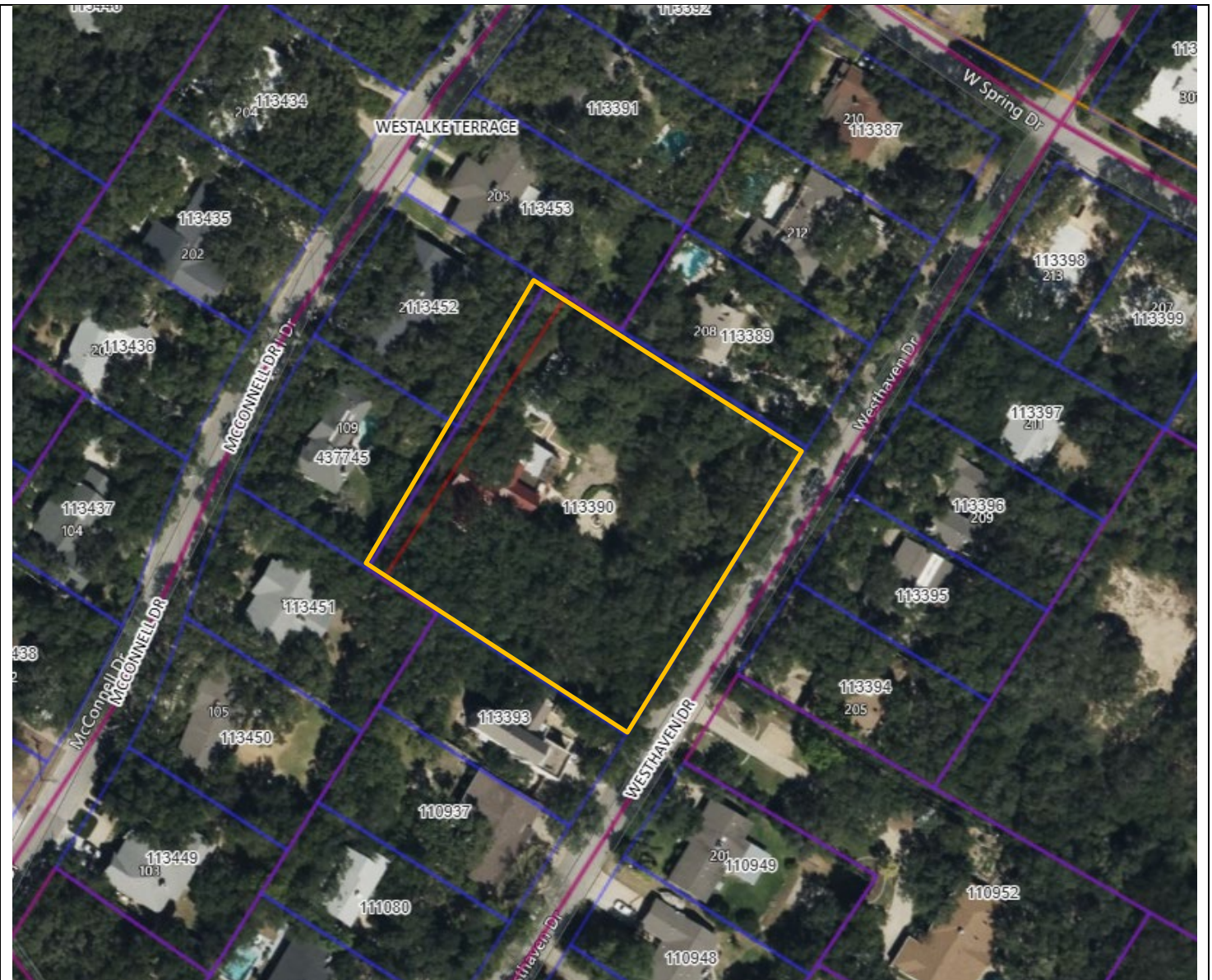
Links to Relevant Code:

- [Section 36.01.004 \(f\) Vacation of Plan or Plat, recording replat or resubdivision without vacation.](#)
- [Section 36.01.006: Preliminary and final plat filing procedure.](#)
- [Texas Local Government Code Chapter 212](#)

Zoning:



Aerial:





Building and Development Services
911 Westlake Drive
West Lake Hills, TX 78746
Phone: 512-327-3628
Fax: 512-327-1863

ENGINEER'S SUMMARY LETTER FOR JAMAIL SUBDIVISION

Please accept this Replat Application on behalf of Austin Civil Engineering, Inc. for the Jamail Subdivision. The property is located at 204 Westhaven Drive, West Lake Hills, Texas 78746. The total site area for the proposed subdivision consists 0.09 acres from Lot 32, Barton Springs Estates (recorded in Plat Book 3, Page 192, Travis County, Texas) and 1.37 acres from Lot 52, Westlake Park Subdivision (recorded in Plat Book 7, Page 74, Travis County, Texas) for a total of 1.46 acres. The property is located within the full-purpose jurisdiction of West Lake Hills.

The lot is currently developed, featuring one residential house with a garage, greenhouse, and asphalt driveway, as indicated by the as-built survey. The proposed development will include:

- One new residential house
- Two accessory units for guests
- A cabana and pool
- A new driveway and roadway
- Connections to utilities for water and wastewater services

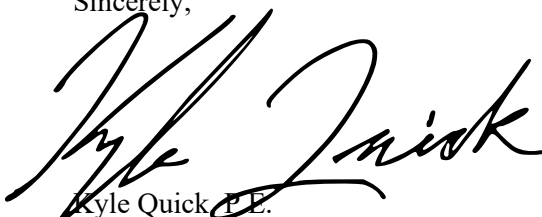
The property is zoned R-1 District (One Family). During the pre-application meeting on October 24th, the city confirmed that zoning regulations permit the construction of a separate building up to 800 square feet. Additionally, a second structure is allowed, provided it does not include an indoor kitchen. The proposed development adheres to environmental guidelines to minimize runoff and promote groundwater recharge.

The lot is situated within the Little Bee Creek Watershed and the Contribution Zone of the Edwards Aquifer. The property is outside the 1% Annual Chance Flood Hazard (100-year) zone according to the Flood Insurance Rate Map (FIRM) Number 48453C0445K, effective January 22, 2020.

Water service will be provided by the Travis County Water Control and Improvement District No. 10 (WCID #10) through the existing 6" waterline along Westhaven Drive. Wastewater service will be provided by West Lake Hills through the existing 6" gravity wastewater line along Westhaven Drive.

If you have any questions regarding this summary, please do not hesitate to contact our office. Thank you for your review of this project.

Sincerely,


Kyle Quick, P.E.
Project Manager

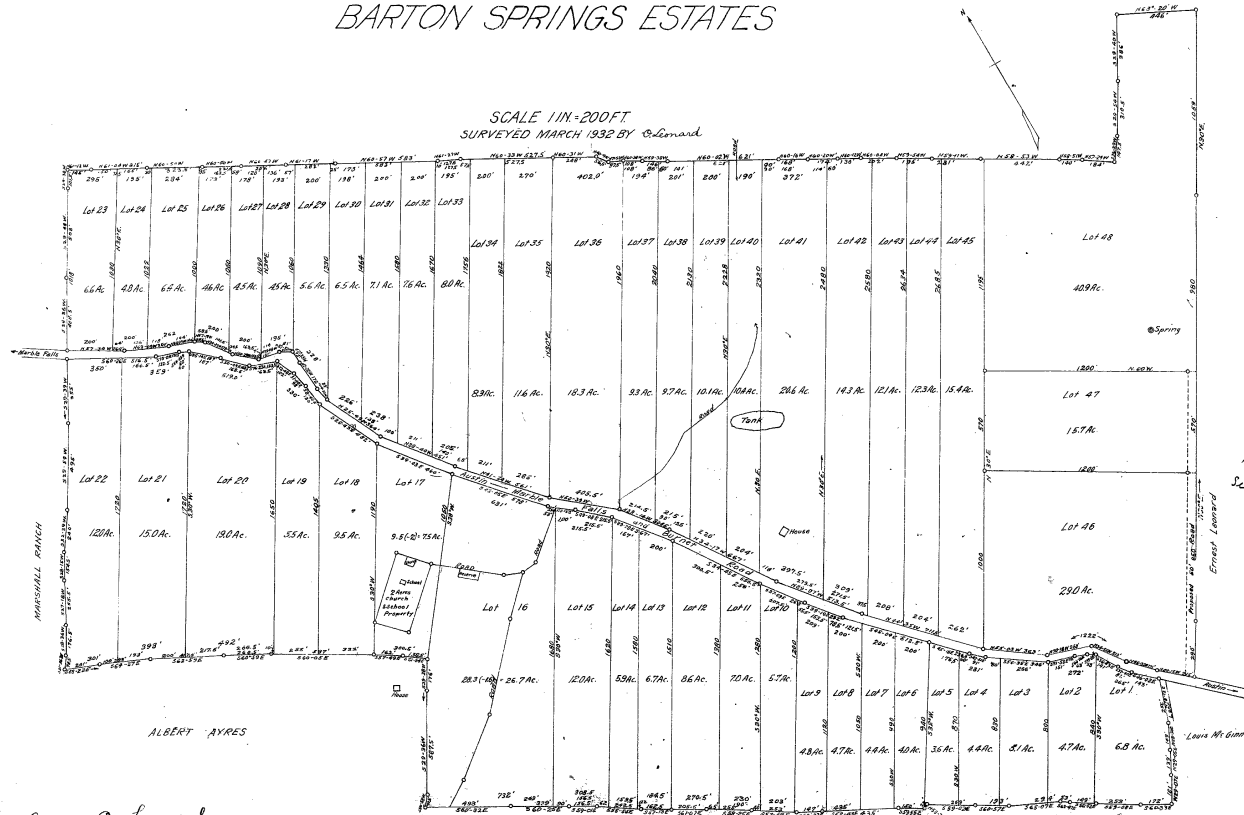


4/16/25



BARTON SPRINGS ESTATES

SCALE 1/4"=200 FT.
SURVEYED MARCH 1932 BY O. Leonard



The State of Texas }
County of Travis } I, Stark Washington, sole owner of
the land containing approximately five hundred (500) acres
of land being the Barton Springs Estate from A.C. King,
Administratrix (to me, dated November 2nd, 1931, recorded in
Volume 473, page 553, Travis County deed records, do
hereby subdivide the same into the following 48 lots,
numbered from 1 to 48, as indicated, with the roads
and boundary shown on this plat.

Stark Washington

The State of Texas }
County of Travis } I, as over, the undersigned
authority as Notary Public in and for Travis
County, Texas on this day personally appeared
Stark Washington personally known to me to be the person
whose name is subscribed to the foregoing
instrument, and acknowledged to me that
he executed the same for the purposes and con-
siderations therein expressed.

I am under my hand and seal of office
this 11 day of April, A.D. 1932.

Seal.

Emilie Lumborg

Notary Public in and for Travis County, Texas.

For App. of O. Leonard
see Plat Book 786 pg. 538

Filed for Record April 8, 1932 - 2 PM
Recorded 4:00 PM April 11, 1932

STATE OF TEXAS:
COUNTY OF TRAVIS: KNOW ALL MEN BY THESE PRESENTS:

That Westlake Corporation, a corporation organized and existing under the laws of the State of Texas, acting herein by and through its president, Howard B. Claggett, owner of Lots 33 and 34 and portions of lots 32, 35 & 36 of Barton Springs Park, a subdivision of a portion of the Westlake Hills Addition, created by Travis Co. Texas, according to a plat of said Barton Springs Park of record in Book 3 of pg. 162 of the Records of Travis County, Texas, which Lots and portions of lots were conveyed to Westlake Corporation by two deeds of record in Vol. 1542, pg. 416 and Vol. 1542, pg. 420, Deed Records of Travis County, Texas, and F.C. McConnell, landholder, do hereby resolve to divide said lots 33 and 34 and portions of lots 32, 35 and 36 of Barton Springs Park, containing 19.79 acres, in accordance with the attached plat said subdivision to be known as WESTLAKE PARK, and do hereby dedicate to the public use the streets shown hereon.

WITNESS THE SEAL of said Corporation and the hand of its president, this the 3rd day of April AD 1955.

Howard B. Claggett
 President
Howard B. Claggett, Pres. Westlake Corp.

Attest: *L. Forrest Byrd*
 Secretary

STATE OF TEXAS:
COUNTY OF TRAVIS:

Before me, the undersigned authority, on this day personally appeared F.C. McConnell and Howard B. Claggett, Pres. of Westlake Corporation, both known to me to be the persons whose names are subscribed to the foregoing instrument and the said F.C. McConnell acknowledged to me that he executed the same for the purposes and considerations therein expressed, and the said Howard B. Claggett, president of Westlake Corporation, acknowledged to me that he executed the same as the act and deed of said Corporation, for the purposes and considerations therein expressed, and in the capacity therein stated.

WITNESS MY HAND and seal of office, this the 3rd day of April AD 1955.

Edward F. Byrd
 Notary Public in and for Travis Co. Texas

FILED FOR RECORD: on the 13 day of April AD 1955 at 11:00 o'clock A.M.
 Miss Emily Linberg, Clerk of Co. of Travis Co. Texas
 By: *Emily Linberg*
 Deputy

STATE OF TEXAS:
COUNTY OF TRAVIS:

I, Miss Emily Linberg, Clerk of the County Court within and for the County and State aforesaid, do hereby certify that the within and foregoing instrument of writing with its certificate of authentication was filed for record in my office on the 13 day of April AD 1955 at 11:30 o'clock A.M. and duly recorded on the 13 day of April AD 1955 at 11:45 o'clock A.M. in the Plat Records of said County in Book 3 of pg. 162.

WITNESS MY HAND AND SEAL of the Court of said County, this date last written above.

Miss Emily Linberg, Clerk of the County of Travis Co. Texas
 By: *Emily Linberg* (SEAL)
 Deputy

Surveyed by *Edward F. Byrd* Date 4-1-55
 Check of Book in Licensed State Land Surveyor (SEAL)



Travis County WC&ID NO. 10

5324 Bee Cave Road Austin, TX 78746

Office (512) 327-2

Fax (512) 327-6

CustomerService@WaterDistrict10.

www.WaterDistrict10

April 1, 2025

Amador Rojas
arojas@austincivil.com
512-306-0018

Dear Amador:

The District is in receipt of your request for water service availability verification for the following property description:

1.37 AC OF LOT 52 WESTLAKE PARK LOT 32 * .09

Travis County Appraisal District, Property ID 113390

The District office at this time can confirm that the above referenced parcel is within District boundaries and is eligible for water service.

Additional Notes:

Prior to receiving water service approval from the Water District, you will be required to:

- Grant all necessary easements
- Submit plans for review and approval

In the case of inadequate water availability, the developer would be responsible for upgrading the District infrastructure based on measures identified by the District's engineer. All new homes must be protected by a fire suppression system approved by ESD 9. Plumbing inspections are required.

Sincerely,

Louise Winder

Travis County WC&ID#10



Travis County Emergency Services District No. 9
Westlake Fire Department

Emergency Prevention Division
P.O. Box 162170
Austin, TX 78716-2170

512-539-3491 www.westlakefd.org www.wfdpermits.com



Inspection Report

Inspection Date: **April 10, 2025**

Inspection Status: **Passed**

Inspection Type: **Hydrant Flow Test**

Inspection Scope: **Fire Hydrant Flow Test Analysis for New Proposed Project.**

Location: **204 Westhaven Drive, 204 WESTHAVEN DR, West Lake Hills, TX 78746**

Inspected By: **Chris Gill**

No violations found.

Notes

PLEASE NOTE: This report is only provided and intended to document the fire hydrant flow test results at the time of the test. The "PASSED" status is a default resolution in our database and does not include the fire flow analysis for the specific proposed project. The flow test results along with the proposed gross square footage will be evaluated in a separate document upon its completion.

DATE: 04/10/2025

TIME: 2:15 PM

FLOW TEST

COMMENTS:

RESIDUAL HYDRANT INFORMATION

STATIC PRESSURE (PSI): 130

RESIDUAL PRESSURE (PSI): 96

FLOW HYDRANT INFORMATION

STATIC PRESSURE (PSI OF FLOW HYDRANT): 128

FLOW PRESSURE (PSI OF FLOW HYDRANT): 68

FLOW OUTLET: 2 1/2 with Elbow

FLOW RATE (GPM): 1,153 GPM

FIRE FLOW RATE @ 20 PSI: 2,174 GPM

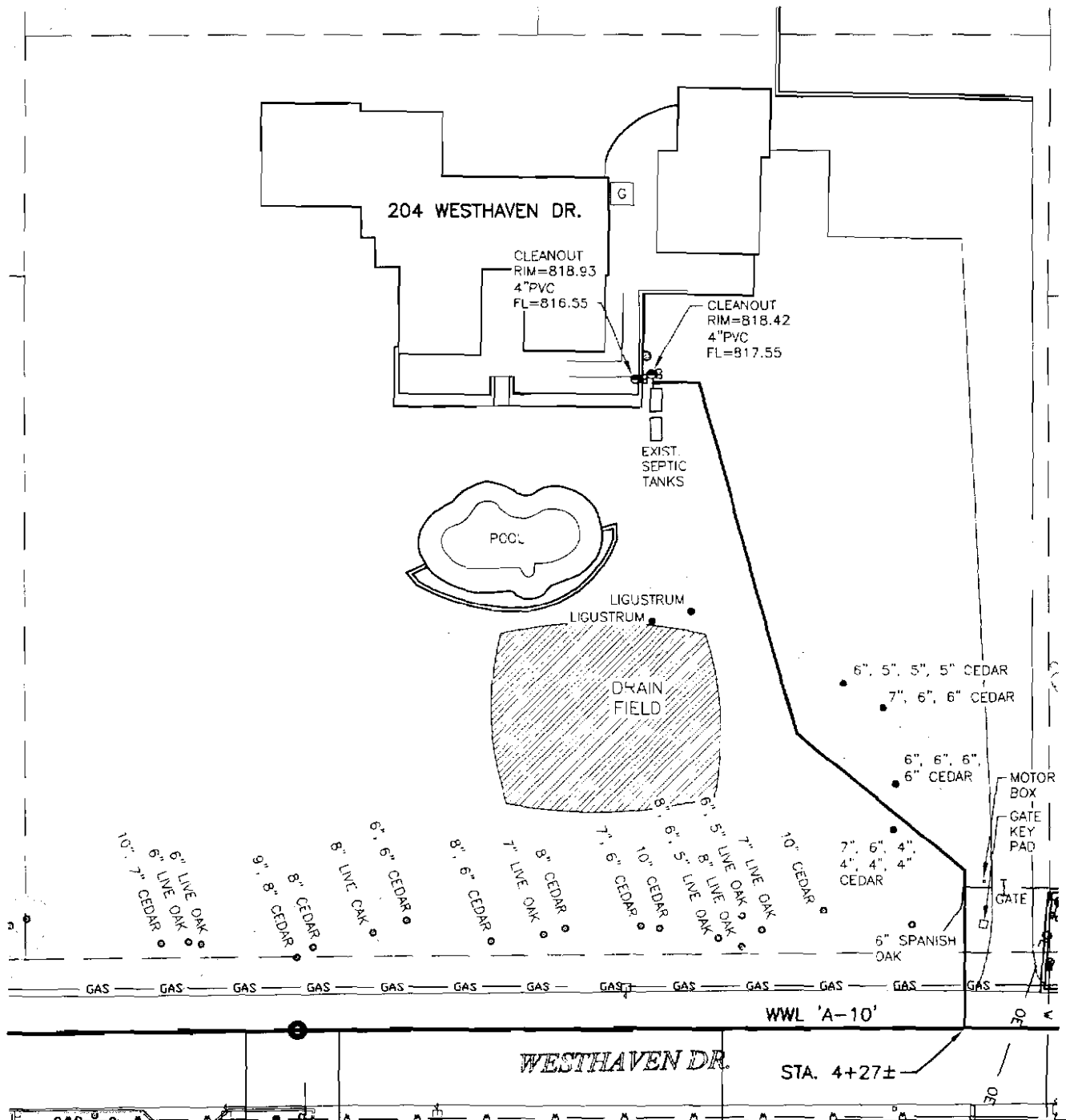
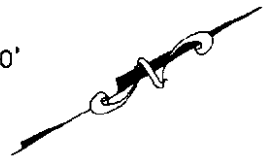
By Inspector Chris Gill on April 10, 2025



Proudly serving the City of West Lake Hills

GRAVITY
 2-1000 GAL SEPTIC TANK
 CAUTION GAS MAIN CROSSING
 CAUTION GAS SERVICE LINE
 CAUTION WATER SERVICE LINE
 IRRIGATION SYSTEM ON LOT
 ±195 LF 4" SERVICE LINE

SCALE: 1"=40'



K:\Projects\H1\441036\phase 3\phase3south\Exhibits\ WH3S-WH-02.DWG
 mult1
 Jun 06, 2003 - 4:47pm



206 WILD BASIN ROAD STE. 300
 AUSTIN, TEXAS 78746 - (512) 327-6840

204 WESTHAVEN DR.

SITE PLAN
 Page 21 of 60



BARTLETT TREE EXPERTS

2902 Pyramid Drive, Austin, TX 78734 • Telephone 512-385-6604 • Fax 512-385-6612

May 27, 2025

LET Group LLC
9306 Eddystone St.
Austin, Texas 78729

RE: Pre Construction Oak Wilt Inspection

To Whom It May Concern:

On May 26, 2025, I performed a field inspection at 204 Westhaven Dr., Austin TX 78746 to determine if the oak species throughout the property display the signs or symptoms of oak wilt. The findings of the inspection were that no signs or symptoms of oak wilt were present at the site or in the surrounding areas adjacent to the property. I recommend that annual inspections for oak wilt acquire in the future and if oak wilt is diagnosed at the property or within a hundred-foot buffer area surrounding the property that preventive and or therapeutic treatments for oak wilt be applied to minimize the possible spread of the disease. If you have any questions, please feel free to email me at ncrowther@bartlett.com or contact me at 512.385.6604

Respectfully,

Nicholas Crowther
Arborist Representative TX-3354A
The F.A. Bartlett Tree Expert Company

THE F.A. BARTLETT TREE EXPERT COMPANY
SCIENTIFIC TREE CARE SINCE 1907

RESTRICTIONS FOR WESTLAKE PARK SUBDIVISION

WHEREAS, Westland Corporation is the sole owner and F. C. McConnell is the sole lien holder of all those certain lots located in the Westlake Park Subdivision of the Village of Westlake Hills, Travis County, Texas, according to map or plat thereof recorded in Book 7 at Page 74 in the Plat Records of Travis County, Texas;

AND WHEREAS, it is deemed desirable and necessary that the lots in said subdivision shall have uniform and proper restrictions of a nature to insure development of a desirable residential section;

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS: That Westland Corporation of Travis County, Texas, as sole owner, joined herein by F. C. McConnell, as sole lien holder, does hereby provide and declare that the following restrictions shall apply to all lots in the said Westlake Park Subdivision, said subdivision being recorded by map or plat in Book 7 at Page 74 in the Travis County Plat Records, and being located in the Village of Westlake Hills, Travis County, Texas:

1. All of said lots nos. One (1) to Fifty One (51), both inclusive, shall be used and occupied for residential purposes only.
2. No structure shall be erected, altered, placed, or permitted to remain on any of said lots other than one detached dwelling not to exceed two stories in height and a private garage for not more than three cars, it being understood that a duplex dwelling is specifically permitted by these restrictions.
3. No dwelling shall be located on any residential building lot nearer than 25 feet to the front lot line nor nearer than 12 feet to any side street line; no building may be located nearer than 5 feet to any side lot line and all lots shall have a minimum aggregate of side yards of 15 feet; nor shall any fence, wall or hedge be installed beyond the front wall line of the respective houses that exceeds 3 feet in height.
4. Each of aforesaid lots shall be considered as a single building site and may not be re-subdivided into any tract for building purposes less than shown on the plat aforesaid; provided and except, however, that this restriction shall not prevent the construction of a single dwelling as described in paragraph 2, supra, on any tract larger than any one of said lots.
5. No noxious or offensive trade or activity shall be carried on upon any lot, nor shall anything be done thereon which may be or become an annoyance or a nuisance to the neighborhood; no poultry, cattle, horses or other animals, fowls or birds, may be kept or maintained on any of said lots, save and except ordinary household pets.
6. No trailer, basement, tent, shack, barn, garage or other outbuilding erected in the tract shall at any time be used as a residence, temporary or permanent, nor shall any structure of a temporary character be used as a residence nor shall any truck or trailer be parked on any such lots except when parked in a closed garage.

7. No dwelling shall be permitted on any lot at a cost of less than \$10,000.00, based upon cost levels prevailing on the date these covenants are recorded, it being the intention and purpose of these covenants to secure that all buildings shall be a quality of workmanship and materials substantially the same or better than that which can be produced on the date that these covenants are recorded at the minimum cost stated herein; the ground area of the main structure, exclusive of one story porches, carports, storage spaces used in connection with carports, and garages, shall be not less than 1,200 square feet for a one-story dwelling, nor not less than 1,000 square feet for a dwelling of more than one-story.

8. All of said dwelling units built on the lots aforesaid shall have a minimum of 25% of the exterior walls, including attached garages or carports, constructed of masonry.

9. No building shall be erected, placed, or altered on any lot until the construction plans and specifications and a plan showing the location of the structure have been approved by the architectural control committee as to quality of workmanship and materials, harmony of external design with existing structures, and as to location with respect to topography and finish grade elevation.

10. The architectural control committee is composed of H. B. Claggett, Paul C. Cruseman and J. T. Wood. A majority of the committee may designate a representative to act for it. In the event of death or resignation of any member of the committee, the remaining members shall have full authority to designate a successor. Neither the members of the committee, nor its designated representative shall be entitled to any compensation for services performed pursuant to this covenant. At any time, the then record owners of a majority of the lots shall have the power through a duly recorded written instrument to change the membership of the committee or to withdraw from the committee or restore to it any of its powers or duties.

11. The committee's approval or disapproval as required in these covenants shall be in writing. In the event the committee, or its designated representative, fails to approve or disapprove within 30 days after plans and specifications have been submitted to it, or in any event, if no suit to enjoin the construction has been commenced prior to the completion thereof, approval will not be required and the related covenants shall be deemed to have been fully complied with.

12. These covenants are to run with the land and shall be binding on all parties and all persons claiming under them until January 1, 1985, at which time said covenants shall be automatically extended for successive periods of ten (10) years unless by vote of a majority of the then owners of the lots it is agreed to change said covenants in whole or in part.

13. If the parties hereto, or any of them, or their heirs or assigns, shall violate or attempt to violate any of the covenants herein it shall be lawful for any other person or persons owning any real property situated in said development or subdivision to prosecute any proceedings at law or in equity against the person or persons violating or attempting to violate any such covenants and either to prevent him or them from so doing or to recover damages or other dues for such violation.

14. Invalidity of any one of these covenants by judgment or court order shall in no wise affect any of the other provisions which shall remain in full force and effect.

WITNESS OUR HANDS this 27th day of June, 1955.

Westland Corporation

By H. B. Claggett

H. B. Claggett, President

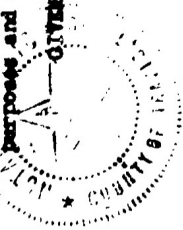
F. C. McConnell

F. C. McConnell, Lien Holder

THE STATE OF TEXAS |
COUNTY OF TRAVIS |

293

BEFORE ME, the undersigned, a Notary Public in and for said County and State, on this day personally appeared H. B. Claggett and F. C. McConnell, known to me to be the persons whose names are subscribed to the foregoing instrument and acknowledged to me that they each executed the same for the purposes and consideration therein expressed.

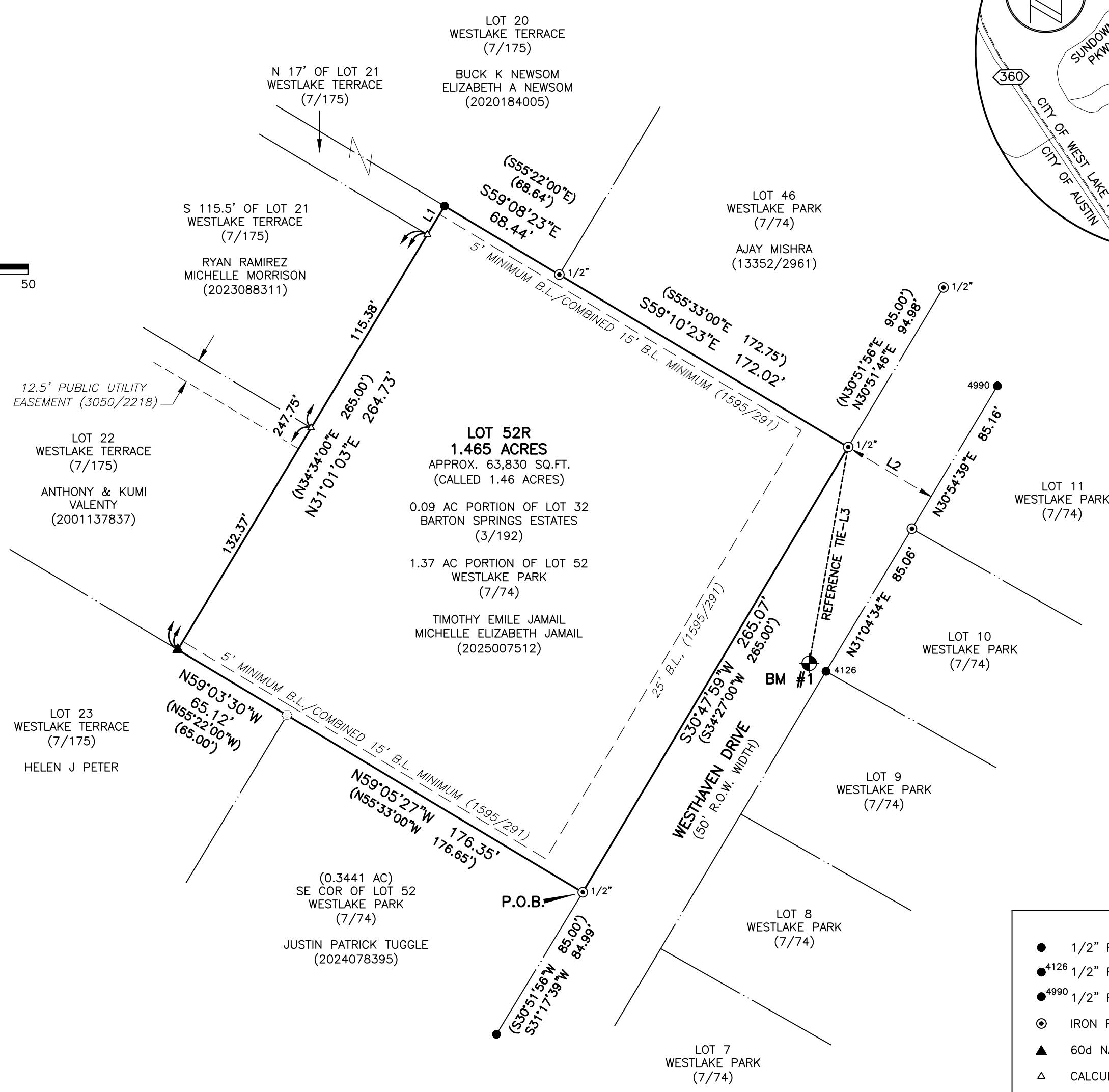
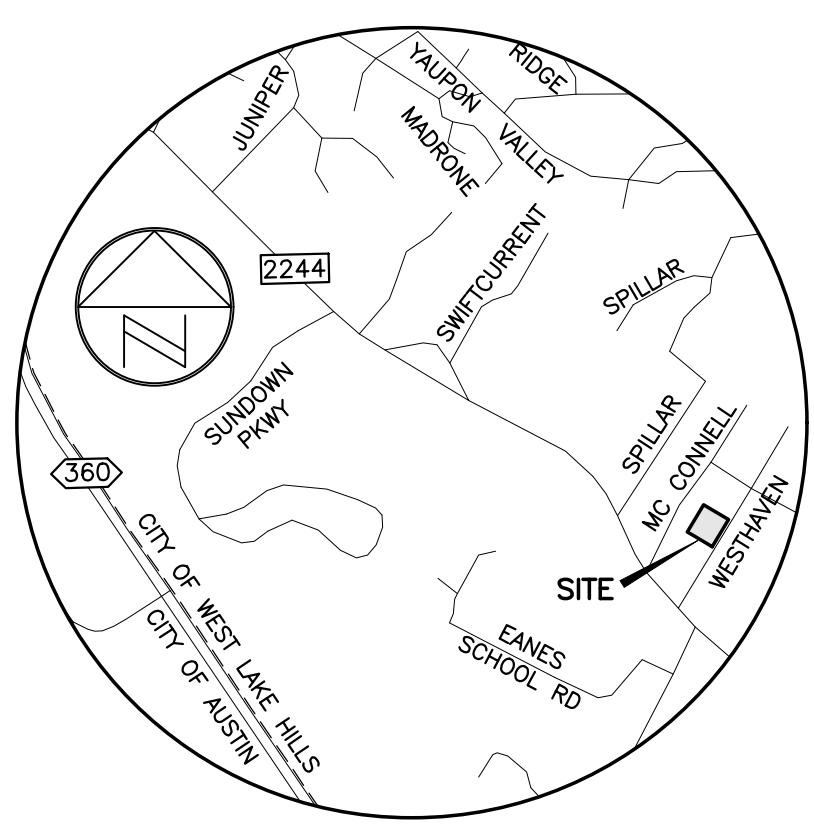
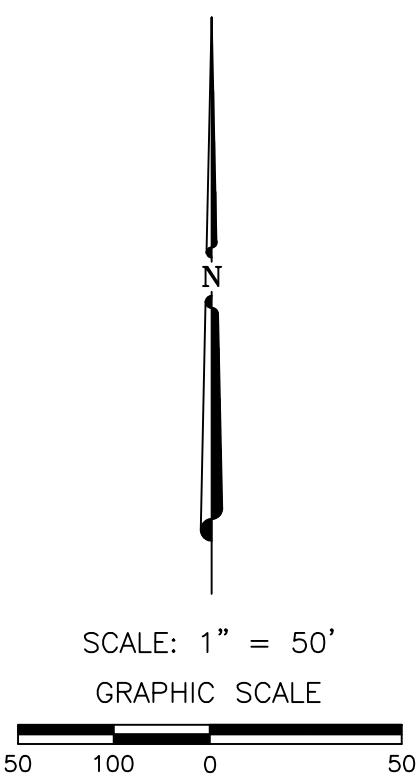


GIVEN UNDER MY HAND AND SEAL OF OFFICE this the 27th day of June, 1955.

H. B. Claggett
H. B. Claggett
Notary Public in and for Travis County, Texas

Filed for Record June 27, 1955 at 3:55 P. M. Recorded June 29, 1955 at 11:10 A.M.

REPLAT OF LOT 52R, A REPLAT OF 1.37 ACRES OF LOT 52 OF THE WESTLAKE PARK SUBDIVISION AND 0.09 ACRES OUT OF LOT 32 OF THE BARTON SPRINGS ESTATES SUBDIVISION



METES AND BOUNDS DESCRIPTION

1.465 ACRES
(APPROXIMATELY 63,830 SQUARE FEET)
TRAVIS COUNTY, TEXAS

A DESCRIPTION OF 1.465 ACRES OF LAND (APPROXIMATELY 63,830 SQ. FT.) IN THE CITY OF WEST LAKE HILLS, TRAVIS COUNTY, TEXAS, BEING A CALLED 0.09 ACRE TRACT, BEING A PORTION OF LOT 32, BARTON SPRINGS ESTATES, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN VOLUME 3, PAGE 192, PLAT RECORDS, TRAVIS COUNTY, TEXAS, AND BEING A CALLED 1.37 ACRE PORTION OF LOT 52, WESTLAKE PARK, A SUBDIVISION IN TRAVIS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, AS RECORDED IN VOLUME 7, PAGE 74, PLAT RECORDS, TRAVIS COUNTY, TEXAS, SAME BEING THAT CERTAIN CALLED 1.46 ACRES CONVEYED TO TIMOTHY EMILE JAMAIL AND MICHELLE ELIZABETH JAMAIL BY DEED, AS RECORDED IN DOCUMENT NO. 2025007512, OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, SAID 1.465 ACRES OF LAND DESCRIBED MORE PARTICULARLY BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 1/2" Iron pipe found in the northwest right-of-way line of Westhaven Drive (50' right-of-way) at the eastern corner of that certain called 0.3441 acre tract, being a portion of Lot 52, Westlake Park, conveyed to Justin Patrick Tuggle by deed, as recorded in Document No. 2024078395, Official Public Records, Travis County, Texas, same being the south corner of the herein described tract, from which a 1/2" Rebar found at the south corner of said Tuggle tract bears South 31°17'39" West, a distance of 84.99 feet;

THENCE, North 59°05'27" West, leaving the northwest right-of-way line of Westhaven Drive, with the northeast line of the Tuggle tract, a distance of 176.35 feet to a fence post found for the north corner of the Tuggle tract, same being the east corner of Lot 23, Westlake Terrace, a subdivision in Travis County, Texas, according to the map or plat thereof, as recorded in Volume 7, Page 175, Plat Records, Travis County, Texas;

THENCE, North 59°03'30" West, with the northeast line of said Lot 23, a distance of 65.12 feet to a 60d nail found for the south corner of Lot 22, Westlake Terrace, same being that certain tract conveyed to Anthony and Kumi Valenty, by deed, as recorded in Document No. 2001137837, Official Public Records, Travis County, Texas, for the west corner of the herein described tract;

THENCE, North 34°34'00" East, with the southeast line of said Valenty tract, at a distance of 132.37 feet, passing a calculated point for the south corner of that certain tract conveyed to Ryan Ramirez and Michelle Morrison by deed, as recorded in Document no. 2023088311, Official Public Records, Travis County, Texas and at 247.75 feet, passing a calculated point for the south corner for the North 17' of Lot 21, Westlake Terrace, as conveyed to Buck K and Elizabeth A Newsom by deed, as recorded in Document No. 2020184005, Official Public Records, Travis County, Texas, for a total distance of 264.73 feet to a 1/2" Rebar found in the southwest line of Lot 20, Westlake Terrace, for an internal ell corner of said Newsom tract, same being the north corner of the herein described tract;

THENCE, South 59°08'23" East, with the southwest line of Lot 20, a distance of 68.44 feet to a 1/2" Iron pipe found for the south corner of Lot 20 and the south corner of the Newsom tract, same being the west corner of Lot 46, Westlake Park, same being that certain tract conveyed to Ajay Mishra by deed, as recorded in Volume 13352, Page 2961, Real Property Records, Travis County, Texas;

THENCE, South 59°10'23" East, with the southwest line of said Mishra tract, a distance of 172.02 feet to a 1/2" Iron pipe found in the northwest right-of-way line of Westhaven Drive, for the south corner of the Mishra tract, same being the east corner of the herein described tract, from which a 1/2" Iron pipe found for the east corner of the Mishra tract bears North 30°51'46" East, a distance of 94.98 feet;

THENCE, South 30°47'59" West, with the northwest right-of-way line of Westhaven Drive, a distance of 265.07 feet to the POINT OF BEGINNING, containing 1.465 acres (approximately 63,830 square feet) of land, more or less.

LEGEND

- 1/2" REBAR FOUND (OR AS NOTED)
- 4126 1/2" REBAR FOUND WITH "RPLS 4126" CAP
- 4990 1/2" REBAR FOUND WITH "STEARNS 4990" CAP
- ⊙ IRON PIPE FOUND (SIZE NOTED)
- ▲ 60d NAIL FOUND
- △ CALCULATED POINT
- FENCE POST FOUND
- ⊕ BENCHMARK LOCATION
- B.L. BUILDING SETBACK LINE
- P.U.E. PUBLIC UTILITY EASEMENT
- () RECORD INFORMATION

THIS IS A GRID DRAWING.

BEARING BASIS: THE TEXAS COORDINATE SYSTEM OF 1983 (NAD83), CENTRAL ZONE; US SURVEY FEET; BASED ON GPS SOLUTIONS FROM THE LOCAL REAL TIME NETWORK (RTN).

BENCHMARK INFORMATION:

BM #1: SQUARE CUT IN CONCRETE CURB ON THE SOUTHEAST SIDE OF WESTHAVEN DRIVE APPROXIMATELY 112' SOUTH OF THE EAST CORNER HEREOF.

ELEVATION = 796.80'
VERTICAL DATUM: NAVD 88 (GEOID 18)

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N31°01'03"E	16.98'
L2	S59°05'21"E	49.44'
L3	S10°12'18"W	112.41'

Professional Land Surveying, Inc.
Surveying and Mapping

5725 West Hwy 290, Suite 103
Austin, Texas 78735-7822
512-443-1724
T.B.P.E.L.S. Firm No. 10124500

PROJECT NO.: 038-010
DRAWING NO.: 038-010-PL
PLOT DATE: 05/27/2025
PLOT SCALE: 1"=50'
DRAWN BY: SCN

SHEET
01 OF 02

REPLAT OF LOT 52R, A REPLAT OF 1.37 ACRES OF LOT 52 OF THE WESTLAKE PARK SUBDIVISION AND 0.09 ACRES OUT OF LOT 32 OF THE BARTON SPRINGS ESTATES SUBDIVISION

STATE OF TEXAS
COUNTY OF TRAVIS

WHEREAS, TIMOTHY EMILE JAMAIL AND MICHELLE ELIZABETH JAMAIL, the owner(s) of 1.465 acres of land the City of West Lake Hills, Travis County, Texas, being a called 0.09 acre portion of Lot 32, Barton Springs Estates, as recorded in Volume 3, Page 192, Plat Records of Travis County, Texas and a called 1.37 acre portion of Lot 52, Westlake Park, as recorded in Volume 7, Page 74, Plat Records of Travis County, Texas, same being that certain called 1.46 acres conveyed to us by deed, as recorded in Document No. 2025007512, Official Public Records of Travis County, Texas;

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS: That I (we) the undersigned owner(s) of the land shown on this plat, and designated herein as the REPLAT OF LOT 52R, A REPLAT OF 1.37 ACRES OF LOT 52 OF THE WESTLAKE PARK SUBDIVISION AND 0.09 ACRES OUT OF LOT 32 OF THE BARTON SPRINGS ESTATES SUBDIVISION of the City of West Lake Hills, Travis County, Texas, and whose name is subscribed hereto, hereby subdivides said 1.465 acres of land to be known as the REPLAT OF LOT 52R, A REPLAT OF 1.37 ACRES OF LOT 52 OF THE WESTLAKE PARK SUBDIVISION AND 0.09 ACRES OUT OF LOT 32 OF THE BARTON SPRINGS ESTATES SUBDIVISION and do hereby dedicate to the use of the public forever all streets, alleys, parks, watercourses, drains, public easements, and public places thereon shown for the purposes and consideration therein expressed.

WITNESS MY HAND this _____ day of _____, 20 _____.

TIMOTHY EMILE JAMAIL
204 WESTHAVEN DRIVE
WEST LAKE HILLS, TEXAS

MICHELLE ELIZABETH JAMAIL
204 WESTHAVEN DRIVE
WEST LAKE HILLS, TEXAS

STATE OF TEXAS
COUNTY OF TRAVIS

BEFORE ME, the undersigned authority, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.
GIVEN UNDER MY HAND AND SEAL OF OFFICE this _____ day of _____, 20 _____.

Notary Public in and for Travis County, Texas
My Commission expires:

This plat has been submitted to and considered by the Zoning and Planning Commission (ZAPCO) of the City of West Lake Hills, Texas.

ZAPCO Chairperson
City of West Lake Hills, Texas

Approved and authorized for record by the City Council of the City of West Lake Hills, Texas.
DATED this _____ day of _____, 20 _____.

Attest:

Mayor City of West Lake Hills, Texas

Attest:

City Secretary

I, the undersigned, City Administrator of the City of West Lake Hills, Texas, hereby certify that this subdivision plat conforms to all requirements of the subdivision regulations of the City for which my approval is required.

City Administrator Date
City of West Lake Hills, Texas

The tract of land described on this plat is within the boundaries of Travis County Water Control and Improvement District (WCID) No. 10 and has water service available.

President of the Board Date
WCID No. 10

STATE OF TEXAS
COUNTY OF TRAVIS

KNOW ALL MEN BY THESE PRESENTS

That I, PAUL J. FLUGEL, in the State of Texas, hereby certify that this plat is true and correct and was prepared from the actual survey of the property made under my supervision on the ground.

Patrick A. Quiring 05/27/2025
PATRICK A. QUIRING DATE
REGISTERED PROFESSIONAL LAND SURVEYOR
STATE OF TEXAS NO. 5096
TBPELS FIRM NO. 10124500
Patrick@Chapsurvey.com



STATE OF TEXAS
COUNTY OF TRAVIS

KNOW ALL MEN BY THESE PRESENTS

That I, KYLE C. QUICK, do hereby certify that the information contained on this plat complies with the subdivision regulations for the City of West Lake Hills, Texas and that the 100-year flood plain is as shown and will be contained within the drainage easement and or drainage right-of-way, as shown hereon.

KYLE C. QUICK DATE
REGISTERED PROFESSIONAL ENGINEER
STATE OF TEXAS NO. 135951
KQ@austincivil.com

OAK WILT CERTIFICATION

I, the undersigned, a certified arborist hereby certify that oak wilt was not found on the subject property.

NAME DATE

GENERAL NOTES

1. Water service is provided by the TRAVIS COUNTY WCID NO. 10.
2. Wastewater service is provided by WEST LAKE HILLS.
3. Electric service is provided by AUSTIN ENERGY.
4. Gas service is provided by TEXAS GAS SERVICE.
5. All subdivision permits shall conform to the City of West Lake Hills Code of Ordinances, public improvement standards and generally accepted engineering practices.
6. Construction Plans and Specifications for all subdivision improvements shall be reviewed and accepted by the City of West Lake Hills prior to any construction within the subdivision.
7. The owner of this subdivision and his or her successors and/or assigns, assumes sole responsibility for plans for construction of subdivision improvements which comply with applicable codes and requirements of the City of West Lake Hills. The owner understands and acknowledges that plat vacation or re-platting may be required, at the owner's sole expense, if plans to construct this subdivision do not comply with such codes and requirements.
8. By approving this plat, the City of West Lake Hills assumes no obligation to construct any infrastructure in connection with this subdivision. Any subdivision infrastructure required for the development of the lots in this subdivision is the sole responsibility of the developer and/or the owners of the lots. Failure to construct any required infrastructure to City standards may be just cause for the City to deny applications for certain development permits including building permits, site plan approvals and/or Certificate of Occupancy.
9. Fiscal surety for subdivision construction, in a form acceptable to the City of West Lake Hills, shall be provided prior to plat approval by the City.
10. No lot in this subdivision shall be occupied until connected to the approved water distribution and wastewater connection facilities.
11. Wastewater and Water systems shall conform to Texas Commission on Environmental Quality (TCEQ).
12. Developer or property owner shall be solely responsible for all relocation and modifications to existing utilities.
13. Flood Hazard: The tract shown hereon lies within Zone "X" (areas determined to be outside the 0.2% annual chance floodplain), as identified by the Federal Emergency Management Agency, National Flood Insurance Program, as shown on map no. 48453C0445K, dated 01/22/2020, for TRAVIS County, Texas and incorporated areas. If this site is not within an identified special flood hazard area, this flood statement does not imply that the property and/or the structures thereon will be free from flooding or flood damage. This flood statement shall not create liability on the part of the surveyor.
14. Site clearance, site disturbance and impervious cover note. Site clearance, site disturbance, or impervious cover: Every lot or unit in this subdivision is subject to the City of West Lake Hills' site clearance procedures. No site clearance, excavation, grading or landfill shall commence unless a permit shall have first been issued for such work in accordance with the provisions of applicable ordinances. Impervious cover shall not exceed the maximum percentage permitted under City Ordinance.
15. Septic systems: Every lot within the City's municipal boundaries in this subdivision is subject to Chapter 18 of the West Lake Hills Code, as amended. No septic system or other private sewage facility may be constructed in the City until the City of West Lake Hills has issued a permit for its construction. No private sewage facility in the City limits may be used until the facility has been approved and licensed by the City. Lot size requirements for residential and commercial private sewage facilities shall conform to construction and development limitations in Chapter 18 of the West Lake Hills Code, as amended.
16. Property owner shall provide for access to all easements as may be necessary and shall not prohibit access by government authorities.
17. No building, fences, landscaping or other structures are permitted within drainage easements shown, except as approved by the City of West Lake Hills.
18. All easements on private property shall be maintained by the property owner or his or her assignees.
19. Erosion and sedimentation controls constructed in accordance with the Code of Ordinances of the City of West Lake Hills are required for all construction on each lot.
20. Public utility and drainage easements where shown and/or described hereon are intended to indicate an easement for construction, operation, and maintenance of public utilities and drainage ways; including, but not limited to, sanitary sewers, force mains, water lines, telephone signal conduits, electric conductors, drainage pipes, and natural gas lines.
21. For subdivisions within the city limits of the City of West Lake Hills: Streets, roads and other public thoroughfares shown on plat: The building of all streets, roads and other public thoroughfares shown on this plat, and any bridges or culverts necessary to be constructed or placed in such streets, roads or other public thoroughfares or in connection therewith, shall be the responsibility of the owner and/or developer of the tract of land covered by this plat in accordance with the plans and specifications prescribed by the City Council of the City of West Lake Hills, Travis County, Texas, if said plat is within the City limits of the City of West Lake Hills, Texas. The City of West Lake Hills, Texas assumes no responsibility to build any of the streets, roads or other public thoroughfares shown on this plat or any bridges or culverts in connection therewith. All curb cuts, entrances and exits onto public streets or highways shall first be approved by the City of West Lake Hills, Texas.
22. Build-to lines shall be in accordance with the ordinances of the City of West Lake Hills.
23. All of the land depicted on this subdivision plat is located within the full purpose municipal boundaries of the City of West Lake Hills on this the _____ day of _____ 2025, A.D.
24. All restrictions and notes from the previous existing subdivision, BARTON SPRINGS ESTATES, recorded in Volume 3, Page 192, Plat Records, Travis County, Texas and WESTLAKE PARK, recorded in Volume 7, Page 74, Plat Records, Travis County, Texas, shall apply to this plat.
25. Restrictions or covenants filed as Volume 1595, Page 291-293, of the Travis County Deed Records.
26. The benchmark used is: Square cut in concrete curb on the southeast side of Westhaven Drive approximately 112' south of the east corner hereof. Elevation=796.80' NAVD 88 (Geoid 18)

STATE OF TEXAS
COUNTY OF TRAVIS

I, DYANA LIMON-MERCADO, Clerk of the County Court of Travis County, Texas, hereby certify that the foregoing instrument with its Certification of Authentication was filed in my office at _____ o'clock ____ .m. this the _____ day of _____, 20 _____, and duly recorded at _____ o'clock ____ .m. on the _____ day of _____, 20 _____, in the Plat Records of Travis County, Texas, as Document No. _____.

WITNESS MY HAND AND SEAL OF THE COURT OF TRAVIS COUNTY, TEXAS, this _____ day of _____, A.D. 20 _____.

DYANA LIMON-MERCADO
TRAVIS COUNTY CLERK

Deputy

STATE OF TEXAS
COUNTY OF TRAVIS
Filed for record this _____ day of _____, 20 _____, at _____ o'clock ____ .m.
Clerk of the County Court Travis County, Texas

Deputy

Professional Land Surveying, Inc.
Surveying and Mapping
5725 West Hwy 290, Suite 103
Austin, Texas 78735-7822
512-443-1724
T.B.P.E.L.S. Firm No. 10124500

PROJECT NO.: 038-010
DRAWING NO.: 038-010-PL
PLOT DATE: 05/27/2025
PLOT SCALE: 1"=50'
DRAWN BY: SCN

SHEET
02 OF 02



City of West Lake Hills City Council

AGENDA REPORT

Meeting Date:	June 11, 2025	Item Number:	3e
	Building & Development		
Department:	Services		
Prepared By:	Jennifer C. Bills	Cost / Budget:	None
Exhibits:	See Attached	Source of Funds:	N/A

Subject

201 Wildcat Hollow.: Approval of 201 Wildcat Minor Plat, being 1.213 acres out of the Wilkinson Sparks Survey Abs No. 21 (Section 36.01.018 of the West Lake Hills Code of Ordinances).

Applicant: Bradley Lane, TRE & Associates, LLC

Recommendation

Staff recommend approval of the proposed plat as all conditions have been cleared from the April 23, 2025 meeting.

The ZAPCO reviewed the plat and recommended approval with conditions at their regular meeting on April 16, 2025 by a vote of 5-0 (Attachment 6). The plat was approved with conditions at the April 23, 2025 City Council meeting. Once approved by City Council, the applicant must provide an 18" by 24" copy with signatures, along with hardcopies of certified tax certificates showing all taxes paid.

The property owner will need to remove all private improvements from the newly dedicated ROW or receive a license to encroach for improvements to remain until the city needs to utilize the ROW.

Discussion

Property Information, Zoning & Site Characteristics:

Owner: Patrick & Renee Feigley

Legal Description: 1 acre of the Wilkinson Sparks Survey Abs No. 21

Lot Size: 1 acre

Zoning: R-1, One-Family Residential

Wastewater: On-site Sewage Facility

The properties surrounding the subject property are zoned R-1 One-Family Residential District, B-2 Business 2 and GUI, Government, Utility, and Institutional.

Background & Analysis:

The applicant is proposing to plat the existing lot at 201 Wildcat Hollow (.61 acres) and 0.39 acres from the adjacent 3.055-acre tract to make a one-acre tract. Neither existing parcel has ever been platted. The lot at 201 Wildcat Hollow was deed divided prior to May 5, 1970 and has an existing house. There are nonconforming setbacks that already exists, and this plat does not increase the nonconformity of the dimensions but is seeking to meet conformality of the one-acre lot size.

Platting of a property is when street and right-of-way dedication are required. Per Section 36.01.009, Table 36-2 Street Design Standards, the right-of-way width requirement for Redbud Trail 500 feet from the intersections of Westlake Drive and Bee Cave Road is 70 feet. The proposed plat shows the width to be 50.70 feet at one point. The property is required to dedicate half of the remaining requirement (i.e. $70 - 50.70 = 9.65$ feet).

Chapter 36 Subdivision

Section 36.01.018 Minor Plat:

- (4) Within thirty (30) days of receipt of a complete application, the zoning and planning commission may:
- (A) Recommend approval of the minor plat;
 - (B) Recommend disapproval of the minor plat with citation to the law, including statute or city ordinance, that is the basis for the disapproval; or
 - (C) Recommend conditional approval of the minor plat with specific citation to the law, including statute or municipal ordinance, that is the basis for the conditions.

Compliance with Adopted Building Codes

The property and future construction will have to comply with all applicable City codes.

Subdivision

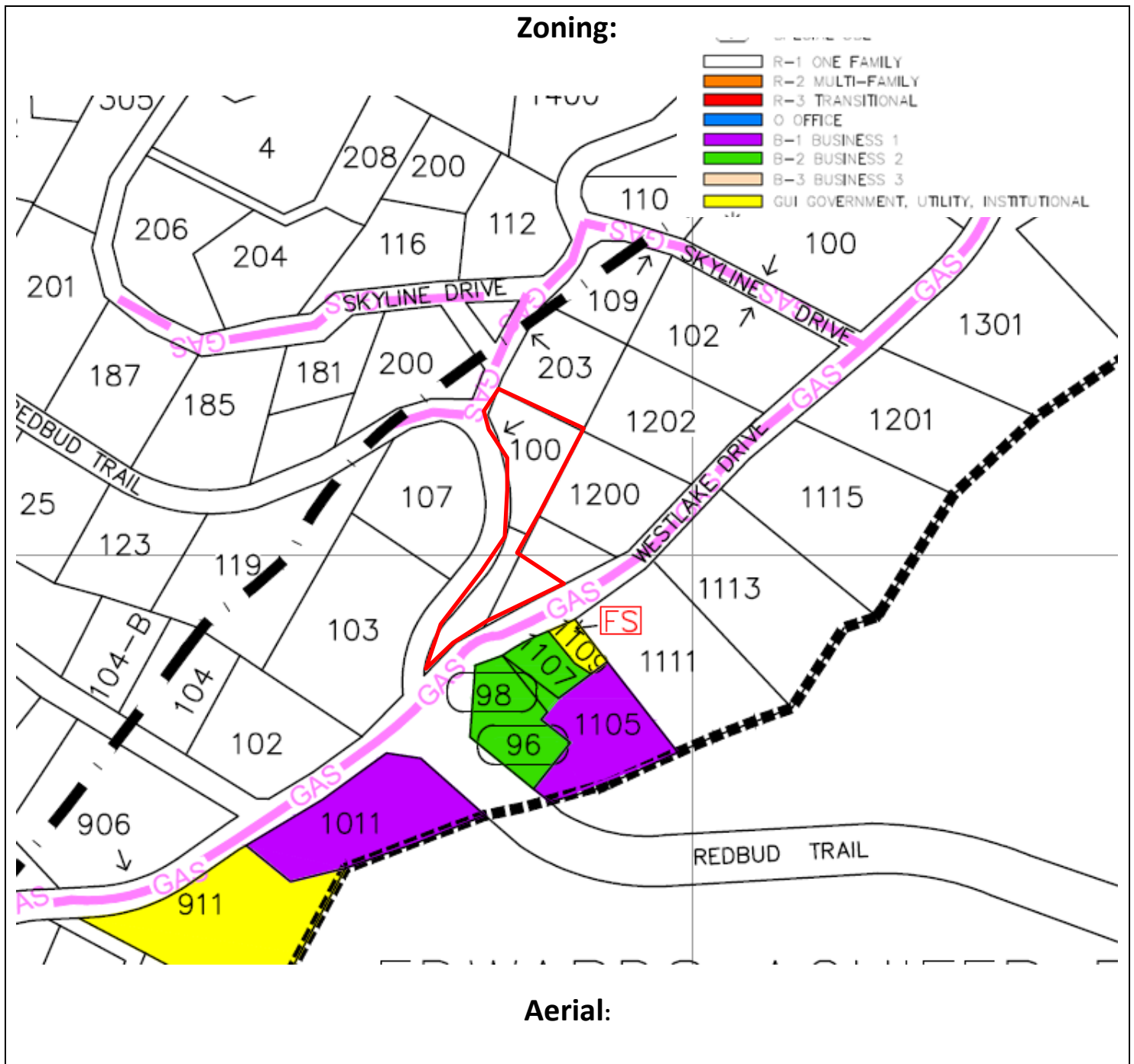
For the reasons stated in the within this report, once the conditions are met the plat will meet requirements of Chapter 36.

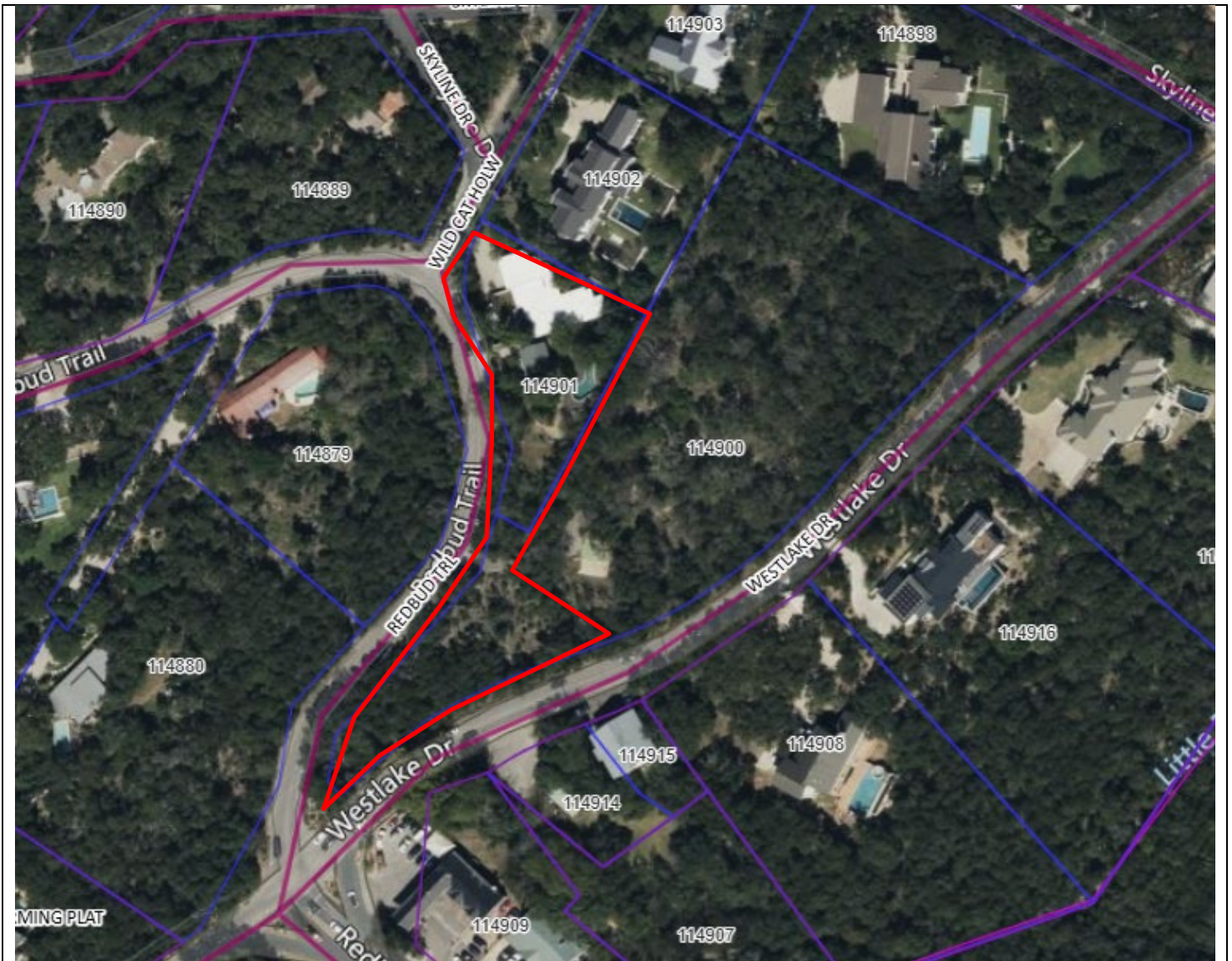
Comprehensive Planning Analysis

The request is in conformance with the City of West Lake Hills Master Plan.

Links to Relevant Code:

- [Section 36.01.018 Minor Plat](#)
- [Section 36.01.006: Preliminary and final plat filing procedure.](#)
- [Section 36.01.009 General rules and regulations.](#)







Engineering Solutions

February 18, 2025

Via Electronic Submittal

City of West Lake Hills
Building and Development Services
911 Westlake Drive
West Lake Hills, Texas 78746

Re: 201 Wildcat Hollow Minor Plat Project Description Letter
TRE Job No.: 2174-12607-14

To whom it may concern:

This letter is to serve as the project description letter for the Minor Plat at 100 Redbud Trail. The project consists of a 0.61-acre lot located at 100 Redbud Trail (Lot 1). Lot 1 currently consists of a single-family home, a detached garage and shed, a pool, trees, and heavily grassed areas. The Minor Plat proposes increasing the area of Lot 1 from 0.61 acres to 1-acre by receiving 0.39 acres of land from the lot to the east. The lot to the east is currently 3.055 acres and is located at 203 Wildcat Hollow. Both lots are currently owned by Patrick Feigley and are zoned R-1 One-Family residential districts.

On September 17, 2024, the address for Lot 1, 100 Redbud Trail was reassigned as 201 Wildcat Hollow. A copy of this Address Assignment has been included in this submittal for reference.

A variance for the property to permit a proposed pool house to encroach into a setback line was submitted and approved by the Board of Adjustments on December 12, 2023. The City Project Number associated with the variance is 2023-1171.

Should you have any questions or need any additional information, please do not hesitate to contact me at blane@tr-eng.com or (512) 358-4049.

Sincerely,

TRE & Associates, LLC

A handwritten signature in blue ink, appearing to read 'Bradley G. Lane', is written over a horizontal line.

Bradley G. Lane, P.E.
Senior Project Manager

cc: Mr. Adrian H. Rosas, P.E., C.F.M.; TRE & Associates, Inc.

Diagram illustrating the structure of a Tree Index. The index is organized into columns: TAG NO., TYPE, INDICATES, MULTI, and TRUNK. Arrows indicate the relationships between these columns and specific values in a tree structure.

- TAG NO.:** Points to the value 514.
- TYPE:** Points to the value LO.
- INDICATES:** Points to the value 17.
- MULTI:** Points to the value 14.
- TRUNK:** Points to the value 11.

The values 514, LO, 17, 14, and 11 are shown in circles, representing individual tree trunks. The text "INDIVIDUAL TRUNK DIA. (IN INCHES)" is written below the circles.

SG = SWEET GUM
BURR = BURR OAK
WO = WHITE OAK
LO = LIVE OAK
RO = RED OAK
YPN = YAUPON
CE = CEDAR ELM
CDR = CEDAR
CQO = CHINQUAPIN OAK
MNL = MOUNTAIN LAUREL
HB = HACKBERRY
PERM = PERSIMMON
CB = CHINABERRY
LIG = WAXLEAF LIGUSTRUM
CRM = CRAPE MYRTLE
BUM = WOOLLY BUMELIA

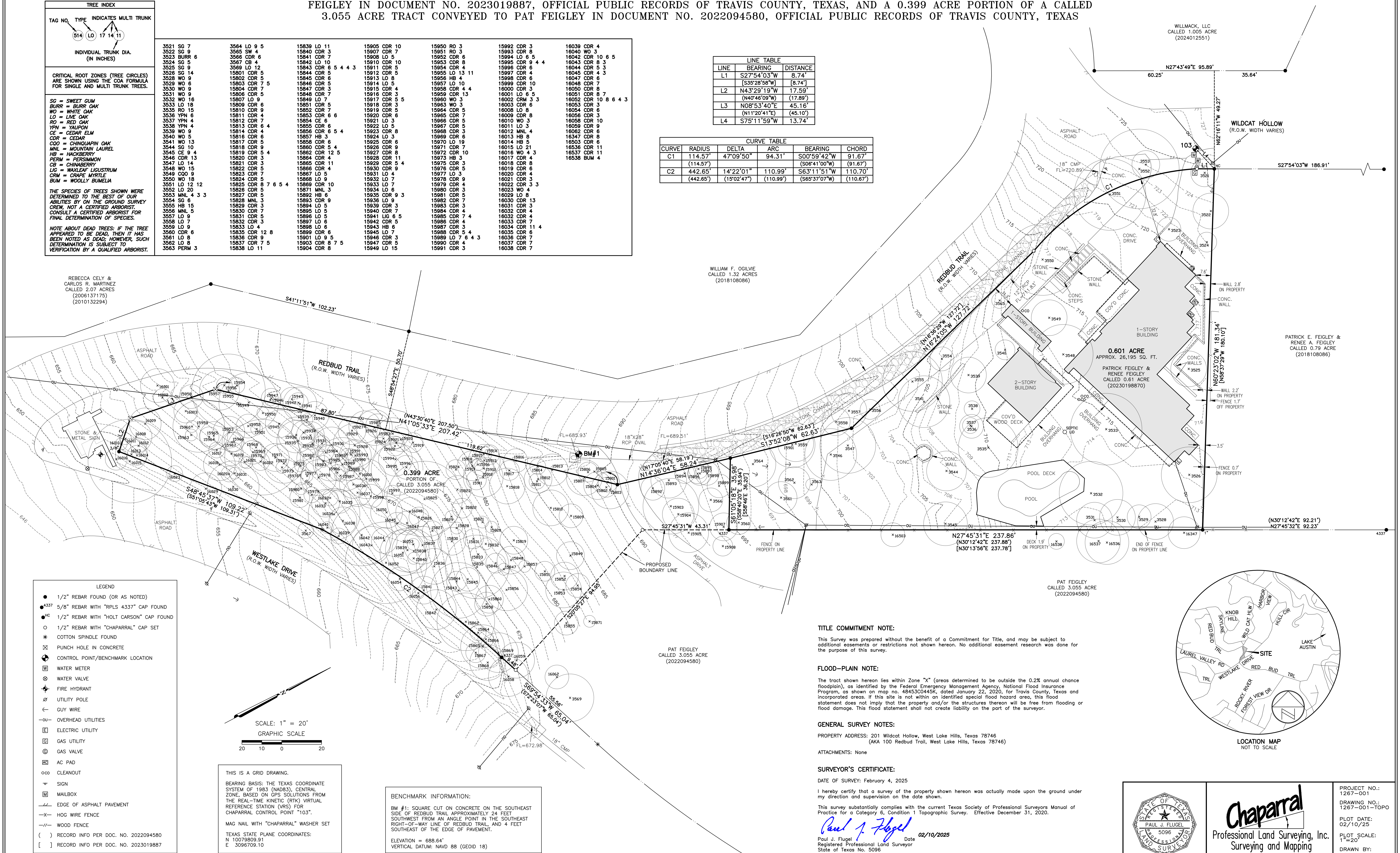
THE SPECIES OF TREES SHOWN WERE DETERMINED TO THE BEST OF OUR ABILITIES BY ON THE GROUND SURVEY CREW, NOT A CERTIFIED ARBORIST. CONSULT A CERTIFIED ARBORIST FOR FINAL DETERMINATION OF SPECIES.

NOTE ABOUT DEAD TREES: IF THE TREE APPEARED TO BE DEAD, THEN IT HAS BEEN NOTED AS DEAD; HOWEVER, SUCH DETERMINATION IS SUBJECT TO VERIFICATION BY A QUALIFIED ARBORIST.

3521	SG 7	3564	LO 9 5	15839	LO 11	15905	CDR 10	15950	RO 3	15992	CDR 3	16038	CDR 4
3522	SG 9	3565	SW 4	15840	CDR 10	15907	CDR 7	15951	RO 3	15993	CDR 8	16040	WO 3
3523	BURR 6	3566	CDR 8	15841	CDR 7	15908	LO 10	15952	CDR 8	15994	LO 6 5	16042	CDR 10 6 5
3524	SG 7	3567	CD 4	15842	LO 10	15909	CDR 10	15953	LO 4 3	15995	LO 4 4	16043	CDR 3
3525	SG 9	3569	LO 12	15843	CDR 6 5 4 4 3	15911	CDR 5	15954	CDR 4	15996	CDR 6	16044	CDR 5 3
3526	SG 10	15801	CDR 5	15844	CDR 5	15912	CDR 5	15955	LO 13 11	15997	CDR 4	16045	CDR 4 3
3527	SG 14	15802	CDR 5	15845	CDR 10 9	15913	LO 8	15956	CDR 6	15998	CDR 5	16046	CDR 3
3529	WO 6	15803	CDR 7 5	15846	CDR 5	15914	LO 5	15957	LO 10	15999	CDR 10	16048	CDR 7
3530	WO 9	15804	CDR 7	15847	CDR 3	15915	CDR 4	15958	CDR 4 4	16000	CDR 3	16050	CDR 8
3531	CDR 9	15806	CD 5	15848	CDR 7	15916	CDR 3	15959	CDR 13	16001	CDR 6 5	16051	CDR 8
3532	WO 6	15807	LO 9	15849	CDR 7	15917	LO 5	15960	LO 7 3	16002	LO 10 8 6 4 3	16052	CDR 10 8 6 4 3
3533	LO 18	15809	CDR 6	15851	CDR 5	15918	CDR 3	15963	WO 3	16003	CDR 6	16053	CDR 3
3535	RO 15	15810	CDR 9	15852	CDR 7	15919	CDR 5	15964	CDR 5	16008	LO 8	16054	CDR 6
3537	YFN 11	15811	CDR 6	15853	CDR 6 6	15920	CDR 8	15965	CDR 4	16009	CDR 6	16056	CDR 3
3537	YFN 4	15812	CDR 7	15854	CE 6	15921	LO 5	15966	CDR 5	16010	WO 3	16058	CDR 10
3538	YFN 4	15813	CDR 6 4	15855	CDR 6	15922	LO 5	15967	CDR 5	16011	WO 3	16059	CDR 9
3539	WO 6	15814	CDR 6	15856	CDR 5 4	15923	CDR 8	15968	CDR 4	16012	CDR 4	16060	CDR 3
3540	WO 9	15816	CDR 6	15857	HB 3	15924	LO 3	15969	CDR 6	16013	HB 8	16347	CDR 8
3541	WO 13	15817	CDR 5	15858	CDR 6	15925	CDR 6	15970	LO 19	16014	HB 5	16503	CDR 6
3542	SG 10	15818	CDR 9	15860	CDR 5 4	15926	CDR 9	15971	CDR 7	16015	LO 21	16536	CDR 11
3545	SG 9 4	15819	CDR 4	15862	CDR 12 5	15927	LO 10	15972	LO 10	16016	WO 3	16537	CDR 10
3546	CDR 13	15820	CDR 3	15864	CDR 11	15928	CDR 11	15973	HB 3	16017	CDR 4	16538	BU 4
3547	LO 15	15821	CDR 3	15865	CDR 11	15929	CDR 5 4	15974	CDR 3	16018	CDR 8		
3548	WO 14	15822	CDR 7	15866	CDR 10	15930	CDR 7	15975	CDR 3	16019	CDR 4		
3549	CQO 9	15823	CDR 7	15867	LO 5	15931	LO 4	15977	LO 3	16020	CDR 4		
3550	WO 18	15824	CDR 5	15868	LO 9	15932	LO 7	15978	CDR 9	16021	CDR 3		
3551	LO 12 12	15825	CDR 7 6 5 4	15869	CDR 10 7	15933	LO 7	15979	CDR 9	16022	CDR 3		
3552	LO 20	15826	CDR 5	15871	MNL 3	15934	LO 6	15980	CDR 3	16023	WO 4		
3553	MNL 4 3 3	15827	CDR 5	15892	HB 9	15935	CDR 9 3	15981	CDR 5	16028	LO 8		
3554	SG 6	15828	MNL 3	15893	CDR 6	15936	LO 9	15982	CDR 7	16030	CDR 13		
3555	HB 15	15829	CDR 5	15894	LO 5	15939	CDR 3	15983	CDR 3	16031	CDR 6		
3556	MNL 5	15830	CDR 7	15895	LO 5	15940	CDR 7	15984	CDR 4	16032	CDR 4		
3557	LO 9	15831	CDR 5	15896	LO 5	15941	UG 6 5	15985	CDR 7 4	16032	CDR 4		
3558	CDR 6	15832	CDR 7	15897	LO 4	15942	CDR 6	15986	CDR 7	16033	CDR 6		
3559	LO 9	15833	LO 4	15898	LO 6	15943	HB 6	15987	CDR 3	16034	CDR 11 4		
3560	CDR 6	15835	CDR 12 8	15899	CDR 6	15945	LO 7	15988	CDR 5 4	16035	CDR 6		
3561	SG 10	15836	CDR 9	15900	LO 9 5	15946	CDR 3	15989	LO 7 4 3	16036	CDR 6		
3562	LO 8	15837	CDR 7 5	15903	CDR 8 7 5	15947	CDR 5	15990	CDR 4	16037	CDR 7		
3563	PERM 3	15838	LO 11	15904	CDR 8	15949	LO 15	15991	CDR 3	16038	CDR 7		

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S27°54'03"W [S35°28'58"W]	8.74' [8.74']
L2	N43°29'19"W (N40°46'09"W)	17.59' (17.89')
L3	N08°53'40"E (N11°20'41"E)	45.16' (45.10')
L4	S75°11'59"W	13.74'

CURVE TABLE					
CURVE	RADIUS	DELTA	ARC	BEARING	CHORD
C1	114.57'	47°09'50"	94.31'	S00°59'42"W	91.67'
	(114.57')			(S06°41'00"W)	(91.67')
C2	442.65'	14°22'01"	110.99'	S63°11'51"W	110.70'
	(442.65')	(15°02'47")	(110.99')	(S65°37'07"W)	(110.67')



TITLE COMMITMENT NOTE:

This Survey was prepared without the benefit of a Commitment for Title, and may be subject to additional easements or restrictions not shown hereon. No additional easement research was done for the purpose of this survey.

FLOOD—PLAIN NOTE:

The tract shown hereon is within Zone "X" (areas determined to be outside the 0.2% annual chance floodplain), as identified by the Federal Emergency Management Agency, National Flood Insurance Program, as shown on map no. 48453C0445K, dated January 22, 2020, for Travis County, Texas and incorporated areas. If this site is not within an identified special flood hazard area, this flood statement does not imply that the property and/or the structures thereon will be free from flooding or flood damage. This flood statement shall not create liability on the part of the surveyor.

GENERAL SURVEY NOTES:

PROPERTY ADDRESS: 201 Wildcat Hollow, West Lake Hills, Texas 78746
(AKA 100 Redbud Trail, West Lake Hills, Texas 78746)

ATTACHMENTS: None

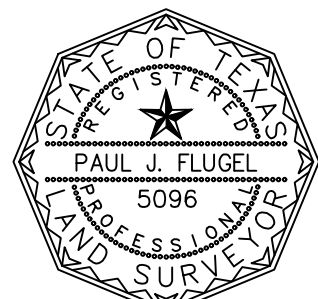
SURVEYOR'S CERTIFICATE:

DATE OF SURVEY: February 4, 2025

I hereby certify that a survey of the property shown hereon was actually made upon the ground under my direction and supervision on the date shown.

This survey substantially complies with the current Texas Society of Professional Surveyors Manual of Practice for a Category 6, Condition 1 Topographic Survey. Effective December 31, 2020.

Paul J. Flugel Date 02/10/2025
Registered Professional Land Surveyor
State of Texas No. 5096



Chaparral
Professional Land Surveying, Inc.
Surveying and Mapping
5725 West Hwy 290, Suite 103
Austin, Texas 78735-7822
512-443-1724
T.B.P.E.L.S. Firm No. 10124500

PROJECT NO.:
1267-001
DRAWING NO.:
1267-001-TOPC
PLOT DATE:
02/10/25
PLOT SCALE:
1"=20'
DRAWN BY:
MB

SHEET
01 OF 01



Travis County WC&ID NO. 10

5324 Bee Cave Road Austin, TX 78746

Office (512) 327-2230

Fax (512) 327-6218

CustomerService@WaterDistrict10.org

www.WaterDistrict10.org

February 21, 2025

Pat Feigley
pat.feigley@gmail.com
312-961-9812

Dear Pat:

The District is in receipt of your request for water service availability verification for the following property description:

ABS 21 SUR 1 SPARKS W ACR 0.610

Travis County Appraisal District, Property ID 114901

The District office at this time can confirm that the above referenced parcel is within District boundaries and is eligible for water service.

Additional Notes:

Prior to receiving water service approval from the Water District, you will be required to:

- Grant all necessary easements
- Submit plans for review and approval

In the case of inadequate water availability, the developer would be responsible for upgrading the District infrastructure based on measures identified by the District's engineer. All new homes must be protected by a fire suppression system approved by ESD 9. Plumbing inspections are required.

Sincerely,

Louise Winder

Travis County WC&ID#10



EMERGENCY PREVENTION DIVISION

Travis County Emergency Services District No. 9
1301 S. Capital of Texas Highway, Suite B-123
West Lake Hills, TX 78746

Headquarters 512-539-3400
Facsimile 512-327-2780
P. O. Box 162170 Austin, TX 78716-2170

www.WestlakeFD.org

February 21st, 2025

David O'Brien, AIA
Architect
DOB&EEL Architecture
David@dobandeel.com
310-384-9629

Re: Replat of Subdivision (100 Redbud Trail aka 201 Wild Cat Hollow)

Dear David O'Brien,

I have reviewed the proposed plat changes you submitted to our office that impact the property at 100 Redbud Trail aka 201 Wild Cat Hollow.

Based on the information you provided, it is our understanding that the proposed plat changes are intended to increase the overall lot size of 100 Redbud Trail aka 201 Wild Cat Hollow by merging the lower undeveloped portion of the property located by the intersection into the larger portion around the active projects. It is also our understanding that any current or future development on the lots will be designed and submitted for review and approval and will comply with all applicable codes and standards.

Please Note: This letter does not constitute a formal site development or building plan review and/or approval. Upon completion of such a review, plan review comments will be issued indicating the status of compliance with adopted codes and standards.

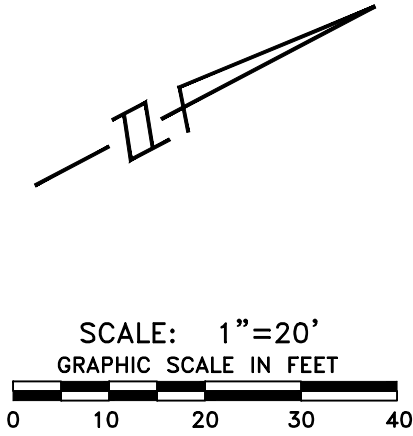
Based on the review of the proposed plat changes and an understanding that compliance with the fire code and the items noted above will be addressed during future site development and building plan review phases, **I recommend the approval of the proposed plat changes by the City of West Lake Hills.**

We look forward to working with you and your staff on the proposed project. If you have any questions or require any additional information, please do not hesitate to contact our office.

Sincerely,

District Chief Chris Gill
Fire Marshal
Emergency Prevention Division
Travis County Emergency Services Districts No. 9

201 WILDCAT HOLLOW MINOR PLAT
SLOPE MAP EXHIBIT



Slopes Table				
Number	Minimum Slope	Maximum Slope	Area	Color
1	0.00%	15.00%	0.504	Green
2	15.00%	30.00%	0.426	Yellow
3	30.00%	50.00%	0.049	Red

AVERAGE SITE SLOPE = 13.69%



Engineering Solutions
TBPE FIRM No. 13987
110 Mesa Park Drive, Suite 200 6101 W. Courtyard Dr., Bldg. 1, Suite 100
El Paso, Texas 79912 Austin, Texas 78730
Office: (915) 852-9093 Office: (512) 358-4049
Fax: (915) 629-8506 Fax: (512) 366-5374

City of West Lake Hills

MINUTES OF A ZONING & PLANNING COMMISSION (ZAPCO)

REGULAR MEETING

Wednesday, April 16, 2025 at 6:30 PM

1. **Call to Order: Robert Meisel**

- a. Meeting begins at 6:30pm
- b. Roll Call
 - o Chair Robert Meisel: Present
 - o Vice-Chair Jim Pledger: Present
 - o Commissioner Julia Webber: Present
 - o Commissioner Karen Bartoletti: Present
 - o Commissioner Patrick Stewart: Present
 - o Commissioner Laurie Maccini: Present

2. **Citizen Communications:**

- a. None

3. **Consent Agenda:** The following items are considered to be self-explanatory by the Commission and will be enacted with one motion. There will be no separate discussion of these items unless a Commission Member or citizen so requests.

- a. Approval of the March 19, 2025 Zoning and Planning Commission minutes
- b. Report of previous ZAPCO cases acted upon by the BOA/Council
- c. **Action:** Commissioner Bartoletti moves for approval of the Consent Agenda
 - i. Commissioner Pledger Seconds
 - ii. Motion carries unanimously 5 - 0

4. **Land Use: 201 Wildcat Hollow** – Consider action to recommend approval with conditions for the 201 Wildcat Minor Plat, being 01.0 acres out of the Wilkinson Sparks Survey Abs No. 21 (Section 36.01.018 of the West Lake Hills Code of Ordinances).

Applicant: Bradley Lane, TRE and Associates, LLC

a. **Staff Report:**

- a. Director Bills describes the minor plat and the conditions for approval
 - i. **Commissioner Bartoletti:** Can we proceed straight to a motion since it's a non-discretionary item?
 - ii. **Commissioner Webber:** Can we approve an un-buildable lot?

1. Director Bills: It is not an unbuildable lot because if the existing structure were to be torn down, a new, conforming structure could be built on the new proposed lot.

b. Public Comments:

- a. None

c. Discussion:

- i. None

d. Action:

- i. Commissioner Bartoletti moves that the minor plat be forwarded to City Council with a recommendation of approval with conditions based on staff conditions.
 1. Commissioner Pledger seconds
 2. Motion carries unanimously (5-0)

Recommendation will be forwarded to City Council for consideration on February April 23, 2025.

5. **Land Use: 419 Ridgewood Rd** – Consider action to make a recommendation for Lot 3R, a replat of portions of Lot 3 and 4 of Ridgewood Village Section 2 Subdivision, within the city limits (Section 36.01.018 of the West Lake Hills Code).

Applicant: Minnie Webb, Arterberry Cooke Architecture

a. Staff Report:

- i. Director Bills describes the re-plat and the conditions for approval.

b. Public Comments:

- i. Alice Arterberry: Arterberry Cooke Architecture (via Zoom)
 - i. Wanting to follow steps to bring lot into conformance.

c. Discussion:

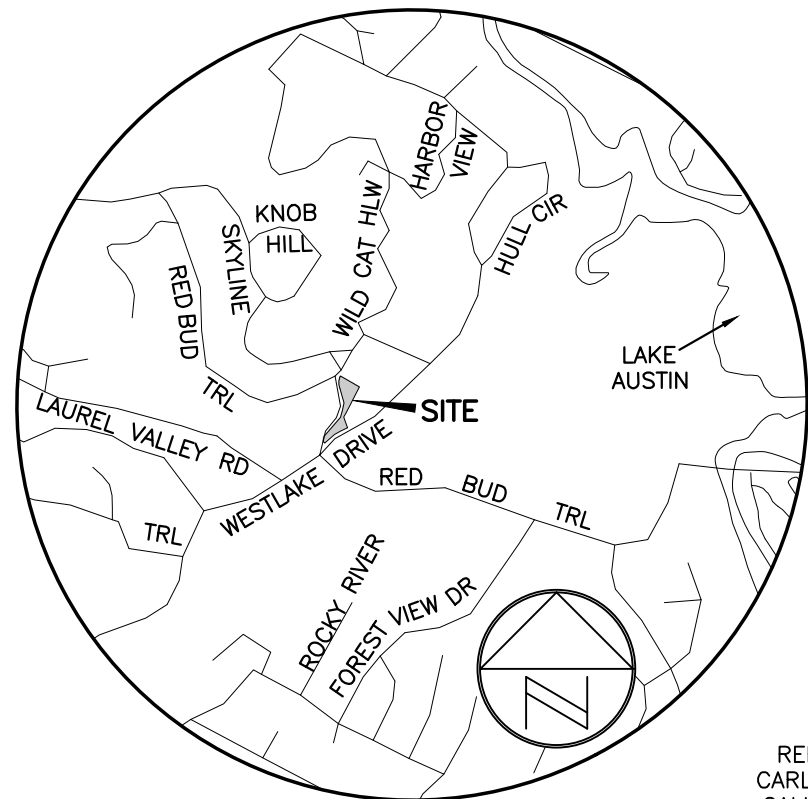
- i. None

d. Action:

- i. Commissioner Stewart moves that the minor plat be forwarded to City Council with a recommendation of approval with conditions based on staff conditions.
 1. Commissioner Bartoletti seconds
 2. Motion carries unanimously (5-0)

Recommendation will be forwarded to City Council for consideration on February April 23, 2025.

201 WILDCAT SUBDIVISION MINOR PLAT



LOCATION MAP
NOT TO SCALE

REBECCA CELY &
CARLOS R. MARTINEZ
CALLED 2.07 ACRES
(2006137175)
(2010132294)

WILLIAM F. OGILVIE
CALLED 1.32 ACRES
(2008115776)

WILLMACK, LLC
CALLED 1.005 ACRE
(2024012551)

WILDCAT HOLLOW
(R.O.W. WIDTH VARIES)

PATRICK E. FEIGLEY &
RENEE A. FEIGLEY
CALLED 0.79 ACRE
(2018108086)

SCALE: 1" = 30'

GRAPHIC SCALE



BM#1

0.213 ACRE
9,262 SQ. FT.
RIGHT-OF-WAY
HEREBY DEDICATED

LOT 1
1.000 ACRE
RESIDENTIAL

0.213 ACRE
9,262 SQ. FT.
RIGHT-OF-WAY
HEREBY DEDICATED

2.443 ACRE REMAINDER OF
CALLED 3.055 ACRE
PAT FEIGLEY
(2022094580)

LOT 2
KOVAR CONFIRMING PLAT
(90/236)

LOT 1
THE CLIFF OF
GHOST CANYON
(80/321)

LOT A
WESTLAKE FIREHOUSE NO. 1
(71/57)

LOT B
WESTLAKE FIREHOUSE NO. 1
(71/57)

LEGEND

- 1/2" REBAR FOUND (OR AS NOTED)
- 4337 5/8" REBAR WITH "RPLS 4337" CAP FOUND
- HC 1/2" REBAR WITH "HOLT CARSON" CAP FOUND
- 1/2" REBAR WITH "CHAPARRAL" CAP SET
- * COTTON SPINDLE FOUND
- ⊠ PUNCH HOLE IN CONCRETE
- ▲ 60D NAIL FOUND
- △ CALCULATED POINT
- ⊕ CONTROL POINT/BENCHMARK LOCATION
- () RECORD INFO PER DOC. NO. 2022094580
- [] RECORD INFO PER DOC. NO. 2023019887

THIS IS A GRID DRAWING.

BEARING BASIS: THE TEXAS COORDINATE
SYSTEM OF 1983 (NAD83), CENTRAL
ZONE, BASED ON GPS SOLUTIONS FROM
THE REAL-TIME KINETIC (RTK) VIRTUAL
REFERENCE STATION (VRS) FOR
CHAPARRAL CONTROL POINT "103".

MAG NAIL WITH "CHAPARRAL" WASHER SET

TEXAS STATE PLANE COORDINATES:
N 10079809.91
E 3096709.10

CURVE TABLE					
CURVE	RADIUS	DELTA	ARC	BEARING	CHORD
C1	114.57'	47°09'50"	94.31'	S00°59'42"W	91.67'
	(114.57')			(S06°41'00"W)	(91.67')
C2	442.65'	14°22'01"	110.99'	S63°11'51"W	110.70'
	(442.65')	(15°02'47")	(110.99')	(S65°37'07"W)	(110.67')
C3	514.29'	1°53'19"	16.95'	S68°56'25"W	16.95'
C4	483.69'	2°00'52"	17.01'	N69°06'58"E	17.01'
C5	470.52'	25°45'33"	211.54'	N57°02'23"E	209.76'
C6	514.29'	12°18'54"	110.54'	S61°50'18"W	110.33'
C7	67.41'	40°57'25"	48.19'	S39°53'34"E	47.17'
C8	490.28'	3°07'03"	26.68'	S68°47'54"W	26.67'
C9	330.96'	12°40'26"	73.21'	S64°02'54"W	73.06'
C10	419.94'	15°44'23"	115.36'	N53°10'33"E	115.00'
C11	121.56'	41°40'51"	88.43'	S02°43'12"W	86.49'

BENCHMARK INFORMATION:

BM #1: SQUARE CUT ON CONCRETE ON THE SOUTHEAST
SIDE OF REDBUD TRAIL APPROXIMATELY 24 FEET
SOUTHWEST FROM AN ANGLE POINT IN THE SOUTHEAST
RIGHT-OF-WAY LINE OF REDBUD TRAIL, AND 4 FEET
SOUTHEAST OF THE EDGE OF PAVEMENT.

ELEVATION = 688.64'
VERTICAL DATUM: NAVD 88 (GEOID 18)

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S27°54'03"W	8.74'
	[S35°28'58"W]	[8.74']
L2	S69°54'33"W	9.48'
L3	N43°29'19"W	17.59'
	(N40°46'09"W)	(17.89')
L4	N08°53'40"E	45.16'
	(N11°20'41"E)	(45.10')
L5	N14°36'04"E	58.24'
	(N17°05'40"E)	(58.19')
L6	N13°52'08"E	62.63'
	[N16°26'50"E]	[62.63']
L7	S27°48'56"W	7.23'
L8	S08°31'23"W	39.21'
L9	N44°09'36"E	4.25'
L10	S75°11'59"W	13.74'
L11	N45°19'10"E	15.50'
L12	N20°23'43"W	10.30'
L13	N20°22'48"W	10.55'
L14	S66°47'30"E	10.05'
L15	S62°45'24"E	9.77'
L16	N88°37'24"E	11.64'
L17	N78°32'35"E	7.36'
L18	S68°40'49"E	10.44'

Chaparral
Professional Land Surveying, Inc.
Surveying and Mapping
5725 West Hwy 290, Suite 103
Austin, Texas 78735-7822
512-443-1724
T.B.P.E.L.S. Firm No. 10124500

PROJECT NO.:
1267-001
DRAWING NO.:
1267-001-PL4
PLOT DATE:
05/01/25
PLOT SCALE:
1"=30'
DRAWN BY:
MB
SHEET
01 OF 02



City of West Lake Hills City Council

AGENDA REPORT

Meeting Date:	<u>June 11, 2025</u>	Item Number:	<u>4</u>
Department:	<u>Police Department</u>		
Prepared By:	<u>Trey Fletcher</u>	Cost / Budget:	<u>\$162,189.00</u>
			<u>FY 2025 Budget / Fiscal</u>
Exhibits:	<u></u>	Source of Funds:	<u>Note</u>

Subject

Discuss and consider action on revisions to the Police Department salary matrix.

Recommendation

Approval.

Discussion

The purpose of this agenda item is to propose and consider a mid-year adjustment to the Police Department pay plan or matrix.

Recruitment and retention of qualified officers is essential to the effectiveness of the West Lake Hills Police Department. Currently, the department has three unfilled positions, each at the patrol officer level. Interest and applications have waned in recent years, creating pressures on area departments competing to fill and sustain their ranks.

As proposed, the priorities are to recruiting and retaining uniformed personnel at the patrol level in particular with additional consideration to supervisory ranks (Corporals, Sergeants, and Lieutenant).

Specific adjustments to the pay plan include the following:

- Increase starting patrol officer pay from \$60,216 to \$70,928. The average starting salary for the 13 agencies in our survey is \$66,626, and this will almost certainly increase on October 1st when new matrices are implemented. The belief that having a starting salary at this level will keep the WLHPD competitive for the next 18-24 months.
- Starting salary for the various ranks will increase by the following percentages to keep the WLHPD competitive with surrounding agencies:
 - o Patrol Officer – 17.8% (We are currently 10.6% below average)
 - o Corporal – 15.2% (We are currently 14.7% below average)
 - o Sergeant – 9% (We are currently 11.3% below average)
 - o Lieutenant – 14.2% (We are currently 14% below average)

Police Department employees seeing the largest increase in salary will be the 3 Patrol Officers and one Corporal who is near the bottom of the current Corporal pay scale. The other personnel will see an increase of 2.5 to 3.6% over the current matrix.

The proposed matrix also reflects an increase in the maximum salary for each rank. This results in additional steps and improves opportunities to recruit new officers but, more importantly, it helps the department to retain the senior officers by giving them additional steps on their matrix scale to look forward to.

Finally, the current sign-on bonus for new officers is \$4,500 – 1/3 remitted upon the successful completion of training, 1/3 at the end of year 1, and 1/3 at the end of year 2. The department proposes increasing this to \$6,000 total, distributed in the same manner.



**CITY OF WEST LAKE HILLS
FISCAL NOTE**

DATE OF COUNCIL CONSIDERATION:	6/11/2025
CITY STAFF CONTACT:	Trey Fletcher

ITEM DESCRIPTION:	POLICE DEPARTMENT-MATRIX
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BUDGET/ACCOUNTING CODE:	Police Department - Salaries/Payroll Taxes/Retirement
FUNDING SOURCE:	VACANT POSITIONS FROM CURRENT FISCAL YEAR
CURRENT BUDGET:	\$1,992,540.00
UNENCUMBERED BALANCE:	\$198,115.00
AMOUNT OF THIS ACTION:	\$162,189.00
BUDGET AMENDMENT AMOUNT:	\$0.00

BUDGETARY IMPACT STATEMENT:	
This action will not increase the FY2024-2025 Budget for the Police Department because the department has \$198,115 in unused salary expenses due to 3 vacant positions.	

West Lake Hills PD Salary Matrix

Effective June 2025

Patrol Officer

P1	P2	P3	P4	P5	P6	P7	P8	P9	P10	P11
\$70,928	\$74,464	\$77,480	\$79,768	\$82,160	\$84,656	\$87,152	\$89,752	\$92,456	\$95,264	\$98,072
\$34.10	\$35.80	\$37.25	\$38.35	\$39.50	\$40.70	\$41.90	\$43.15	\$44.45	\$45.80	\$47.15
At Hire	end year 1	end year 2	end year 3	end year 4	end year 5	end year 6	end year 7	end year 8	end year 9	end year 10

Corporal / Detective

C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11
\$80,288	\$82,680	\$85,176	\$87,776	\$90,376	\$93,080	\$95,888	\$98,800	\$101,816	\$104,832	\$107,952
\$38.60	\$39.75	\$40.95	\$42.20	\$43.45	\$44.75	\$46.10	\$47.50	\$48.95	\$50.40	\$51.90
at promotion	end year 1	end year 2	end year 3	end year 4	end year 5	end year 6	end year 7	end year 8	end year 9	end year 10

Sergeant

S1	S2	S3	S4	S5	S6	S7	S8	S9	S10	S11
\$87,776	\$90,376	\$93,080	\$95,888	\$98,800	\$101,816	\$104,832	\$107,952	\$111,176	\$114,504	\$117,936
\$42.20	\$43.45	\$44.75	\$46.10	\$47.50	\$48.95	\$50.40	\$51.90	\$53.45	\$55.05	\$56.70
at promotion	end year 1	end year 2	end year 3	end year 4	end year 5	end year 6	end year 7	end year 8	end year 9	end year 10

Lieutenant

L1	L2	L3	L4	L5	L6	L7	L8	L9	L10	L11
\$105,040	\$108,160	\$111,384	\$114,712	\$116,480	\$118,768	\$123,552	\$127,296	\$131,144	\$135,096	\$139,152
\$50.50	\$52.00	\$53.55	\$55.15	\$56.00	\$57.10	\$59.40	\$61.20	\$63.05	\$64.95	\$66.90
at promotion	end year 1	end year 2	end year 3	end year 4	end year 5	end year 6	end year 7	end year 8	end year 9	end year 10

Lateral Transfer policy

Prior service years	2	3	4	5	6+	
Step	P3	P4	P5	P6	P7	
Starting salary	\$77,480	\$79,768	\$82,160	\$84,656	\$87,152	

Benefits

\$3,000 yearly fuel stipend									
\$6,000 bonus for new officers*									
All equipment furnished									
\$1,000 yearly uniform allowance									
Certification Pay - up to \$150/month, depending on certification level									
Bilingual Pay - up to \$100/month									
Specialty training pay - up to \$150/month									

* - new officers are those who have never worked for the West Lake Hills PD before

West Lake Hills PD Salary Matrix

Effective April 10, 2025

Patrol Officer

\$60,216	\$61,568	\$63,960	\$66,456	\$69,056	\$71,552	\$74,256	\$77,064	\$79,768	\$82,576	\$85,280
\$28.95	\$29.60	\$30.75	\$31.95	\$33.20	\$34.40	\$35.70	\$37.05	\$38.35	\$39.70	\$41.00
P1	P2	P3	P4	P5	P6	P7	P8	P9	P10	P11
At Hire	At 6 mos.	end year 1	end year 2	end year 3	end year 4	end year 5	end year 6	end year 7	end year 8	end year 9

Corporal / Detective

\$69,680	\$70,928	\$72,280	\$74,672	\$77,168	\$80,392	\$82,888	\$85,280	\$88,088	\$90,896	\$93,080
\$33.50	\$34.10	\$34.75	\$35.90	\$37.10	\$38.65	\$39.85	\$41.00	\$42.35	\$43.70	\$44.75
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11
at promotion	end year 1	end year 2	end year 3	end year 4	end year 5	end year 6	end year 7	end year 8	end year 9	end year 10

Sergeant

\$80,288	\$81,536	\$83,616	\$85,800	\$88,088	\$90,896	\$93,080	\$95,264	\$97,552	\$99,736	\$102,336
\$38.60	\$39.20	\$40.20	\$41.25	\$42.35	\$43.70	\$44.75	\$45.80	\$46.90	\$47.95	\$49.20
S1	S2	S3	S4	S5	S6	S7	S8	S9	S10	S11
at promotion	end year 1	end year 2	end year 3	end year 4	end year 5	end year 6	end year 7	end year 8	end year 9	end year 10

Lieutenant

\$91,936	\$93,288	\$94,744	\$96,200	\$98,800	\$101,608	\$105,040	\$108,368	\$111,280	\$114,608	\$118,768	\$123,552
\$44.20	\$44.85	\$45.55	\$46.25	\$47.50	\$48.85	\$50.50	\$52.10	\$53.50	\$55.10	\$57.10	\$59.40
L1	L2	L3	L4	L5	L6	L7	L8	L9	L10	L11	L12
at promotion	end year 1	end year 2	end year 3	end year 4	end year 5	end year 6	end year 7	end year 8	end year 9	end year 10	end year 11

Lateral Transfer policy

Prior service years	2	3	4	5	6	7+	
Step	P4	P5	P6	P7	P8	P9	
Starting salary	\$66,456	\$69,056	\$71,552	\$74,256	\$77,064	\$79,768	

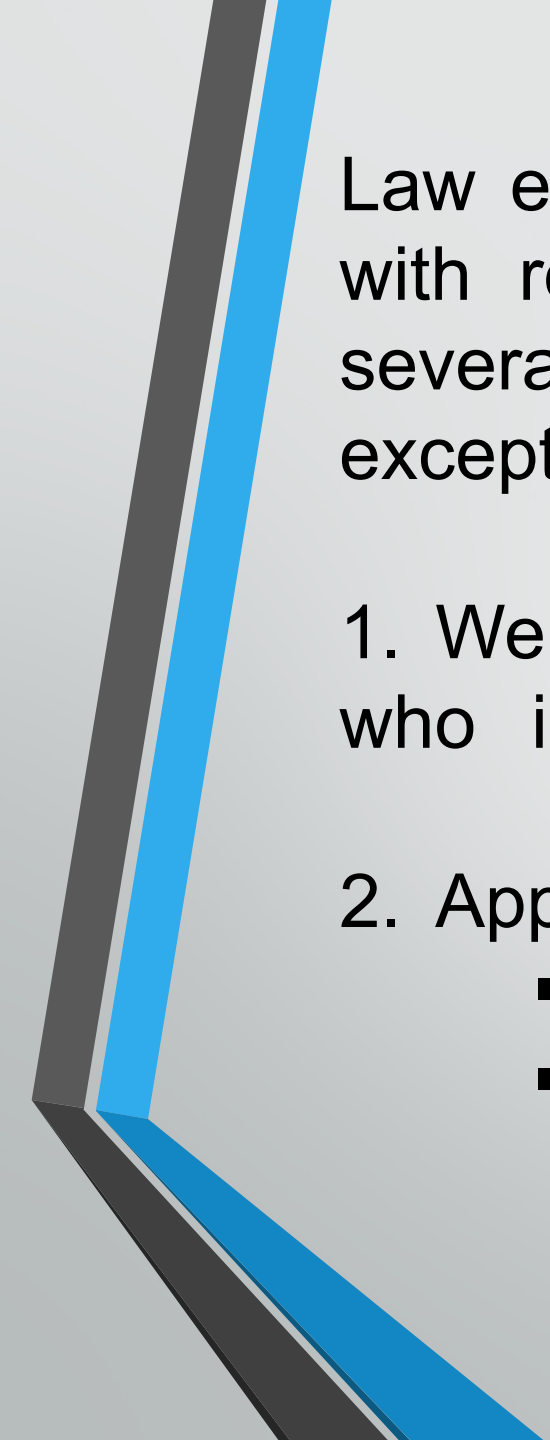
Benefits

\$3,000 yearly fuel stipend
\$4,500 bonus for new officers*
All equipment furnished
\$1,000 yearly uniform allowance
Certification Pay - up to \$150/month, depending on certification level
Bilingual Pay - up to \$100/month
Specialty training pay - up to \$150/month

WEST LAKE HILLS POLICE DEPARTMENT REQUEST FOR SALARY MATRIX ADJUSTMENT



**JUNE 11, 2025
SCOTT GERDES
CHIEF OF POLICE**



Law enforcement agencies across the nation are struggling with recruitment and retention issues and have been for several years. The West Lake Hills Police Department is no exception to this trend.

1. We currently have 3 patrol vacancies and 1 patrol officer who is on military leave until December.

2. Applications are down:

- 2015-2019 we had 167 applicants.
- 2020-2024 we had 55 applicants, a decrease of 67%.

RECRUITING CHALLENGES

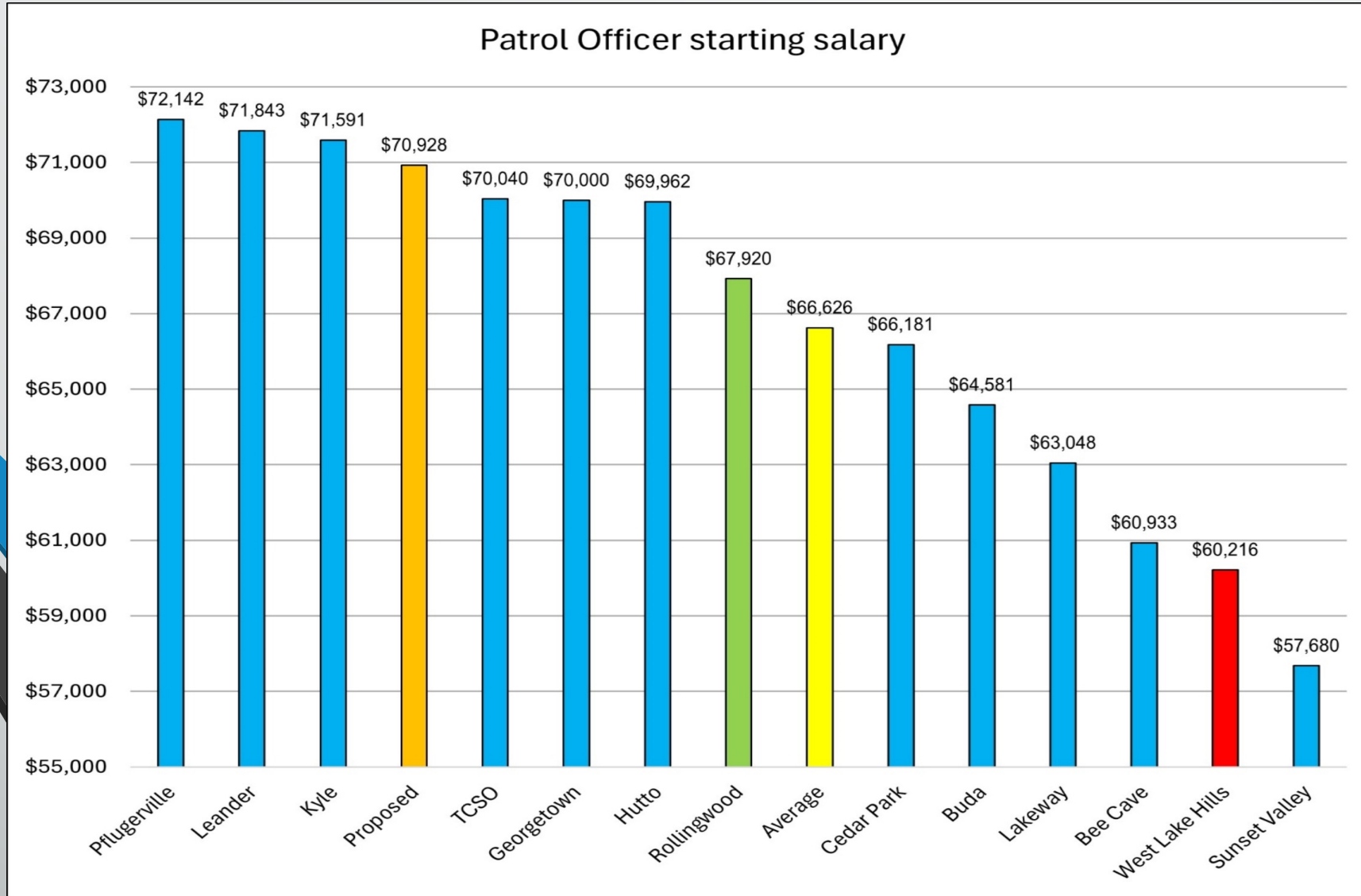
3. More agencies trying to hire officers and a dwindling pool of good applicants
 - a. New agencies, more demand for officers, “poaching” of current officers
4. Inability to live in the community they are working in
 - a. Many officers have to drive 1 hour or more each way to get to work. Some agencies offer take-home cars.
5. Fewer opportunities for advancement and professional development
 - a. No specialized units – SWAT, Vice, K9, etc.

SALARY MATRIX

Update our Salary Matrix

- We did a survey of 12 local agencies – some are a similar size to ours, others are places where our officers live.
 - Buda
 - Georgetown
 - Hutto
 - Kyle
 - Bee Cave
 - Lakeway
 - Leander
 - Travis County SO
 - Cedar Park
 - Pflugerville
 - Rollingwood
 - Sunset Valley
- We looked at starting salaries for different ranks as well as maximum salaries for those ranks and compared them to ours

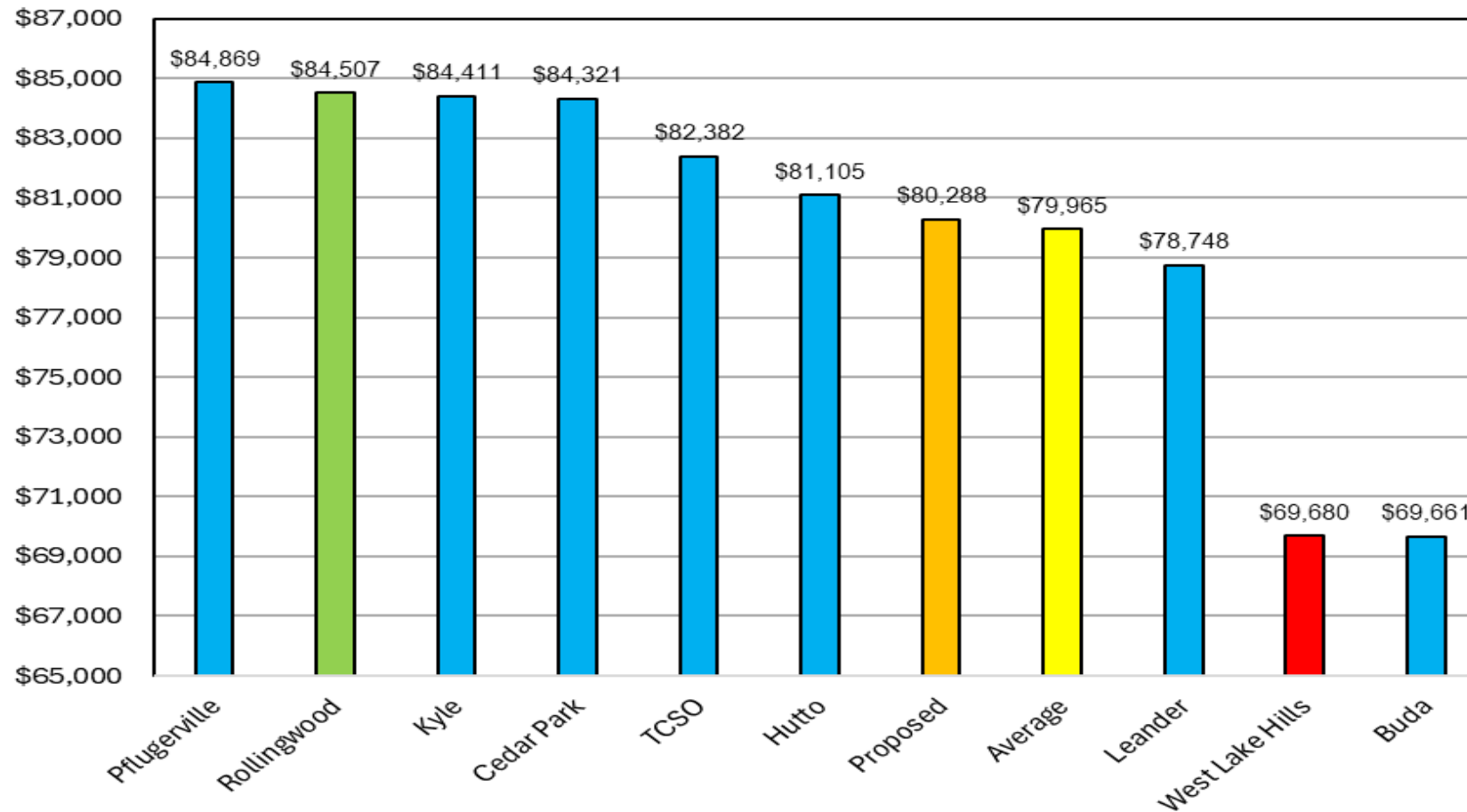
SALARY MATRIX



We are 12.8% behind Rollingwood and 10.6% behind the average starting salary. Our new proposed starting salary is in orange

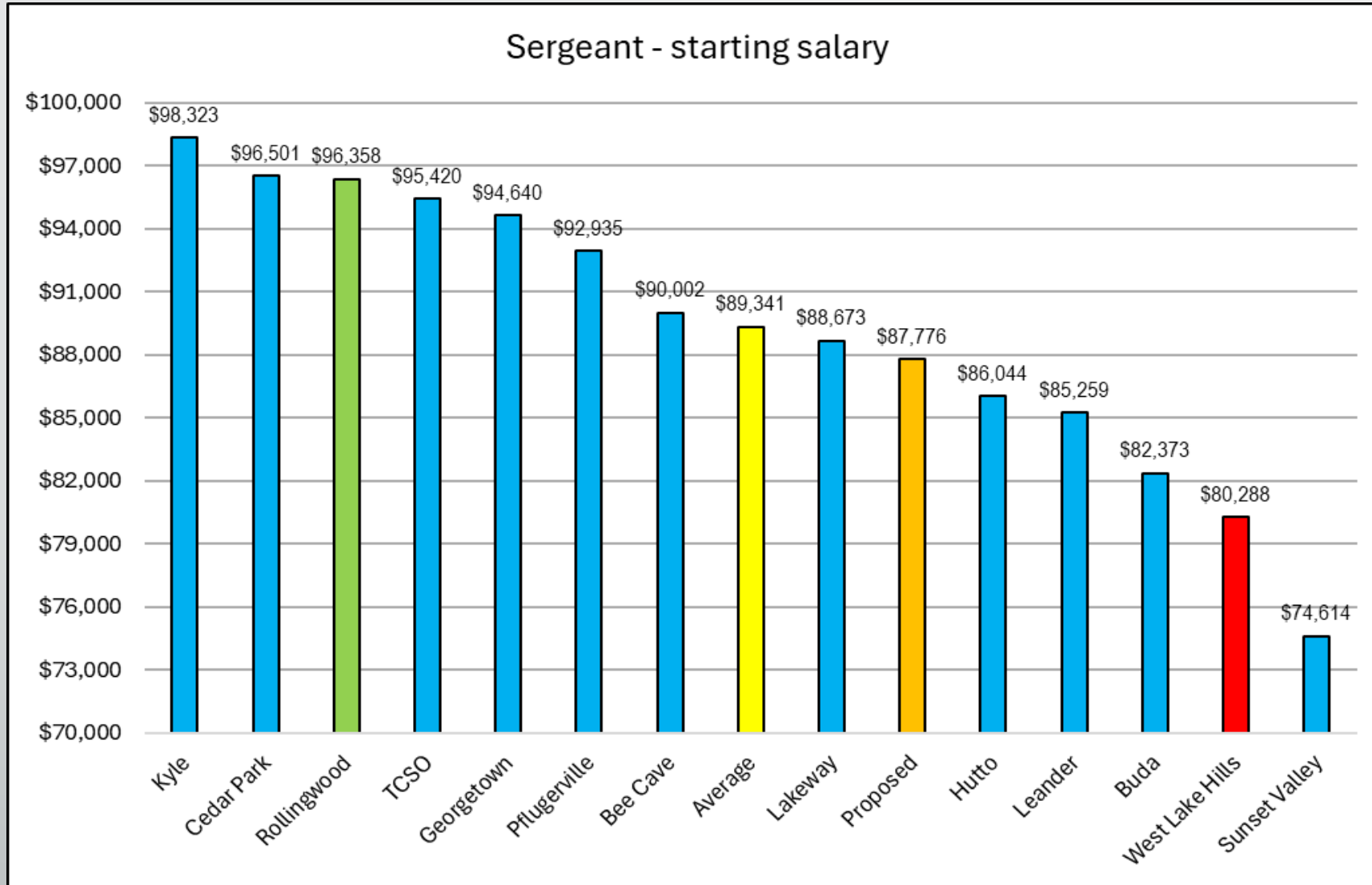
SALARY MATRIX

Corporals - starting salary



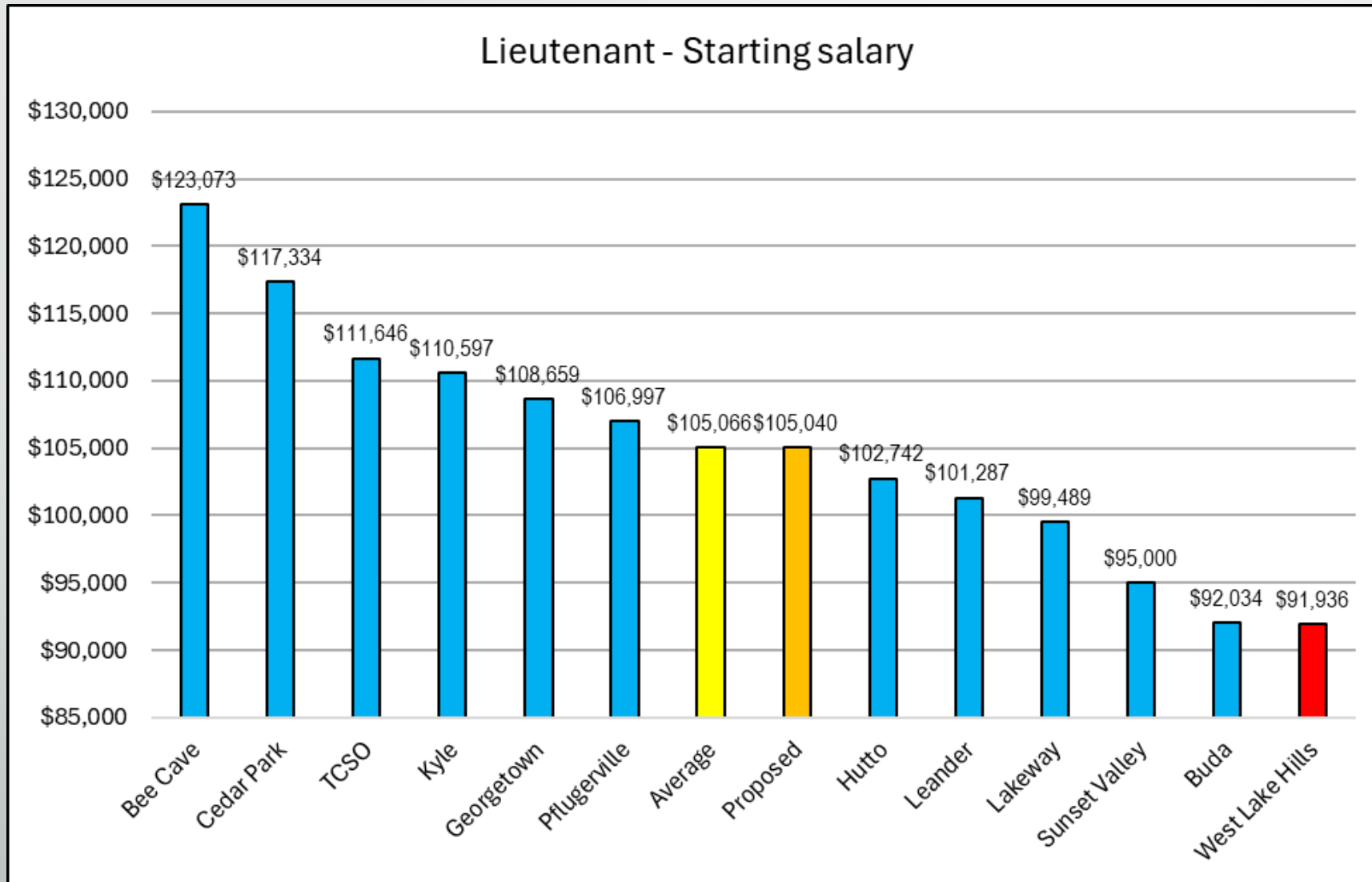
We are 21.3% behind Rollingwood and 14.7% behind the average Cpl. starting salary. Our new proposed starting salary is in orange

SALARY MATRIX



We are 11.3% behind the average and 20% behind Rollingwood for starting salary. The average starting Sergeant salary is more than our starting salary for Lieutenant. Our proposed starting salary is in orange

SALARY MATRIX



We are 14.3% behind the average starting salary for Lieutenant and we have the lowest starting salary of all the agencies we surveyed.

SALARY MATRIX

Police Officer								
current matrix starting	proposed matrix starting	average starting	percent increase		current matrix maximum	proposed matrix maximum	average maximum	percent increase
\$60,216	\$70,928	\$66,626	17.8%		\$85,280	\$98,072	\$93,534	15.0%
Corporal/Detective								
current matrix starting	proposed matrix starting	average starting	percent increase		current matrix maximum	proposed matrix maximum	average maximum	percent increase
\$69,680	\$80,288	\$79,965	15.2%		\$93,080	\$107,952	\$101,597	16.0%
Sergeant								
current matrix starting	proposed matrix starting	average starting	percent increase		current matrix maximum	proposed matrix maximum	average maximum	percent increase
\$80,288	\$87,776	\$89,341	9.3%		\$102,336	\$117,936	\$112,234	15.2%
Lieutenant								
current matrix starting	proposed matrix starting	average starting	percent increase		current matrix maximum	proposed matrix maximum	average maximum	percent increase
\$91,936	\$105,040	\$105,066	14.3%		\$123,552	\$139,152	\$132,266	12.6%

SALARY MATRIX

Cost of this Matrix increase

- Remainder of FY 24/25 – if we start July 5 - appx. \$36,000
 - No fiscal impact – we expect to have plenty of unspent salary/benefits in current budget to pay for this.
- FY 25/26 – appx \$146,000 (if we are fully staffed for the entire FY)
 - Salaries - \$88,000
 - Benefits - \$58,000

SALARY MATRIX

How to pay for FY 25/26

- The PD currently has a 5- and 10-year plan for capital outlay. For FY25/26, our plan shows us purchasing 2 patrol vehicles – appx \$85K each (without tariffs) for a total of \$170K. We will change this and not order any vehicles for FY25/26 for a savings of \$170K in the PD budget.
- Additionally, we will only order a maximum of 1 patrol vehicle per year moving forward.
- *We can have the newest vehicles, but it does us no good if we don't have officers to drive them.*

SALARY MATRIX

6. Sign-on bonus

a. Currently set at \$4,500

b. I would like to increase to \$6,000 payable in 3 increments:

i. \$2,000 when recruit finishes training

ii. \$2,000 when patrol officer hit 2 years of service

iii. \$2,000 when patrol officer hit 4 years of service

c. Only applies to patrol officers and is not retroactive

SALARY MATRIX

Requested Items:

1. Update Salary Matrix
2. Update Sign-on bonus from \$4,500 to \$6,000
3. Implement at start of pay period June 7, 2025



SALARY MATRIX

Questions?



City of West Lake Hills City Council

AGENDA REPORT

Meeting Date:	June 11, 2025	Item Number:	5
	Building & Development		
Department:	Services		
Prepared By:	Jennifer C. Bills	Cost / Budget:	None
Exhibits:	N/A	Source of Funds:	N/A

Subject

Receive an update and consider possible action regarding City of West Lake Hills v. Jaffe – 1405 Wildcat Hollow.

Discussion

The demolition of the property at 1508 Westlake Drive was substantially complete on May 14, 2025. The replat of the property to incorporate part of 1508 Westlake Drive into 1405 Wildcat was subsequently approved on May 16, 2025, as all comments were addressed. The signed plat mylar and tax certificates have not been submitted to the city for recordation.

Staff have reviewed the second submittal and returned comments to the agent for the property owner. Some outstanding concerns relate to the improvements at the front of the property that encroach into the right-of-way, tree replacement, securing off-site easements, coordination of this project with the existing improvements and submitting related applications (license to encroach, OSSF, additional variances).

Staff and the applicant's agent are having regular Thursday meetings (as needed) to discuss outstanding issues.