

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

1. Call to Order

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

CITY COUNCIL PRESENT:

Mayor James Vaughan
Dana Harmon
Brian Plunkett
Beth South

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

Meeting was suspended at 7:03 p.m.

Meeting was reconvened at 7:52 p.m.

2. Citizen Communications The City Council welcomes public comments at this point on any issue. If the issue is listed on the agenda, the speaker may choose to comment during the Public Comment period or when the specific agenda item is taken up by the Council later in the meeting. The Council cannot respond to or discuss matters not listed on the agenda. The Council may provide factual information, refer the item to a staff member, or request the item be added to a future meeting agenda. Speakers shall limit their comments to five (5) minutes each.

Mayor Vaughan opened the meeting for public comments. Hearing none, the public comment section was closed.

3. Consent Agenda All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one (1) motion. No separate discussion or action on any of the items is necessary unless requested by a Council Member.
- a. Approval of the 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).

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

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

Chief Gerdes gave a presentation. The following areas were discussed:

- Vacancies and the lack of candidates
- Retention of employees due to the higher demand for officers
- Limited opportunities for advancement
- Increase salaries to be within the average range or higher
- Review of the proposed salary matrix
- To offset the additional expense, the PD will not order any vehicles for the FY25-26
- Moving forward, a maximum of one patrol vehicle may be ordered each fiscal year
- Request to increase the sign-on bonus from \$4,500 to \$6,000 for new hire patrol officers

The Council stated that it is their intention to stay competitive.

MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember South, the Council voted three (3) for and none (0) opposed to approve the matrix and signing bonus as requested, effective June 21, 2025. Motion carried.

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

Director Bills gave a summary. The following items were discussed:

- Received final payment last Friday
- Still meeting with architects and engineers
- Due date of June 30, 2025 for final round of comments
- Tree mitigation is being discussed
- Separate easements from neighbors
- Temporary construction access

6. Adjournment

Mayor Vaughan adjourned the meeting at 8:40 p.m.

Respectfully submitted,



JAMES VAUGHAN, MAYOR

ATTEST:



Terry Blanchard, TRMC
City Secretary

These minutes were approved on June 25, 2025.

