

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL REGULAR MEETING
Wednesday, August 27, 2025 at 7:00 PM

1. Call to Order

With a quorum present, Mayor Vaughan called the meeting to order at 7:00 p.m.

CITY COUNCIL PRESENT:

Mayor James Vaughan
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
Chief of Police Scott Gerdes
City Attorney Charles E. Zech
Court Administrator Robert Martinez

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

Mayor Vaughan opened the meeting for public comments. Randy Lee thanked the Council for their efforts in providing the new City Hall for the West Lake Hills community. 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 August 13, 2025 Regular Meeting Minutes.
 - b. Approval of a resolution certifying the adoption of a Section 125 Premium Only Plan for the City of West Lake Hills to be effective as of October 1, 2025.

MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember South, the Council voted four (4) for and none (0) opposed to approve the consent agenda as presented. Motion carried.

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

Pursuant to Section 551.071 of the Texas Government Code for consultation with

attorney, Council convened into Executive Session at 7:03 p.m.

Council reconvened in Open Session at 7:29 p.m. No action was taken.

4. Finance Discuss and consider action on the Fiscal Year 2025-26 Proposed Budget.

Director Ragsdale gave a brief summary. The following items were discussed:

- No significant change to revenues
- Organizational chart was added
- On page 9, Public Works added \$15K for the Lake Reville Project
 - Mayor stated that Lake Reville is the only green-area that could be utilized as a park or public area
- HB 73 (in committee) could potentially limit revenue growth
- A "PW consultants" line item for emergency preparedness was added
- May need to decommission an old injection well at Lake Reville

No action was taken.

5. Administration Discuss and consider alternative enforcement mechanisms related to code enforcement efforts.

Director Bills gave a brief summary.

- Criminal Court - May order defendant to pay a fine, but cannot force them to correct the issue. Defendant may be cited repeatedly until corrective action is taken.
- Civil Action - Court can compel defendant to correct the issue. Typically requires more staff hours and possibly longer period before compliance.
- Administrative Warrant - Allows staff to enter the property without invitation by the property owner.

No action was taken.

6. Administration Discuss and consider a facility use policy for West Lake Hills City Hall.

City Administrator Fletcher gave a summary.

- Draft is based on Sunset Valley policy
- Revise item 5(d) so that it allows for fundraiser events
- Serving alcohol requires a TABC bartender. May want to require security as well.
- Add cocktails to be allowed with other type of alcohol
- Consider requiring a deposit for facility use that could be refunded if the facility is left clean and undamaged
- Structure a facility use policy that meets the needs of the community

No action was taken.

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

Proposition A - Stephen Karp updated the Council as follows:

- Still working through the punch list - should be complete by mid-September
- Art hangers will be ordered ASAP
- Flagpole should be delivered next Thursday
- Will provide cards to identify plants in landscaping
-

Proposition B - Director Bills updated the Council as follows:

- Camp Craft issues were discussed
- Estimated completion date is mid-September
- Working with TxDOT on intersection

9. Adjournment

Council members provided closing remarks on the new municipal complex.

MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember Plunkett, the Council voted four (4) for and none (0) opposed to adjourn the meeting at 8:25 p.m. Motion carried.

Respectfully submitted,


JAMES VAUGHAN, MAYOR

ATTEST:


Terry Blanchard, TRMC
City Secretary

These minutes were approved on September 10, 2025.

