

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL WORKSHOP
Wednesday, September 3, 2025 at 12:00 PM

1. Call to Order

With a quorum present, Mayor Vaughan called the meeting to order at 12:08 p.m.

CITY COUNCIL PRESENT:

Mayor James Vaughan
Mayor Pro Tem Gordon Bowman
Dana Harmon
Beth South
Darin Walker

CITY STAFF PRESENT:

City Administrator Trey Fletcher
City Secretary Terry Blanchard
Director of BDS Jennifer Bills
Chief of Police Scott Gerdes
City Attorney Charles E. Zech

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. Administration Discuss City's Code of Ordinances:

- a. Code Codification process.
- b. Article 2.08 Sale of Surplus or Salvage Property.
- c. Chapter 4 Animals and related provisions.
- d. Article 6.02 Alarm Systems and related provisions.
- e. Article 6.03 Peddlers and Solicitors and related provisions.
- f. Article 6.04 Short-Term Rentals and related provisions.
- g. Chapter 8 Fire Prevention and Protection.
- h. Article 10.02 Food Establishments.
- i. Article 12.02 Noise and related provisions.

Discussion on topics as follows:

- a. City Administrator Fletcher gave a brief summary of the codification project that was started in 2024.
- b. Item has been addressed previously with an ordinance amendment.
- c. Mayor Vaughan spoke about HB 1750 (2023) that required municipalities to allow agricultural animals within the city boundaries. City Attorney Zech discussed nuisances with the Council. A request was made that the attorney review and provide

an update for Chapter 4.

- d. Mayor Vaughan referenced the out-of-date regulations in the code. It needs to be modernized and align with current statutes. Bank alarm provisions should be removed. Sirens were discussed with the suggestion of a regional network instead of each city being responsible for their own system.
 - e. Mayor Vaughan suggested that the solicitation ordinance be split into a commercial section and a residential section. City Attorney Zech cautioned about relying on other city ordinances and their validity/legality. Each city has a unique set of facts upon which the ordinances should be based. Goal was discussed on how to discourage panhandling and solicitation to the maximum extent possible. Director Bills will research the use of zoning and conditional use permits/special use permits to assist with the regulation of food trucks. Once completed, the information will be provided to the attorney for further review and suggestions.
 - f. Mayor Vaughan stated that short-term rentals should be moved from the Business section of the code to the Zoning section. The section should be cleaned up and violations should be reduced from three (3) to two (2).
 - g. Mayor Vaughan read Section 2.04.034 regarding the mayor-appointed Special Police Force. Chapter 8 needs updated definitions and an updated provision that defines sparklers as fireworks, so they are not allowed.
 - h. Mayor Vaughan suggested removing the area of code that has been preempted by the State.
 - i. General Law cities have no authority to regulate construction sites. Leave in "ordinary sensibilities" as a first line of defense. The Council could set specific decibel levels or ranges to regulate noise nuisance. Mayor suggested 60 decibel for daytime and 45 nighttime in residential. Engineer suggested setting the decibel level of 75 (daytime 7A-10P) and 70 (nighttime 10P-7A), which would be easier for the attorney to prove in court, if needed. The State has set 85 decibels as the level for receiving a "Disorderly Conduct" violation.
4. Administration Discuss infrastructure requirements and specifications appropriate to West Lake Hills.

City Administrator Fletcher reviewed the following:

- Follow Travis County for standard construction
 - If standardization is wanted, evaluate the State Park system and work it into the West Lake Hills plan
 - Mimic Dark Skies and Park Standards
 - Combine National Parks and City of Austin standards and customize them for West Lake Hills
 - Good starting point
5. Administration Discuss purpose and need for city policy related to artificial intelligence (AI).
Item postponed.
6. Adjournment

Mayor Vaughan adjourned the meeting at 2:05 p.m.

Respectfully submitted,


JAMES VAUGHAN, MAYOR

ATTEST:


Terry Blanchard, TRMC
City Secretary

These minutes were approved on September 10, 2025.

