

CITY OF WEST LAKE HILLS, TEXAS
MINUTES OF A CITY COUNCIL REGULAR MEETING
Wednesday, September 24, 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
Dana Harmon
Brian Plunkett
Beth South

CITY STAFF PRESENT:

City Administrator Trey Fletcher
City Secretary Terry Blanchard
Finance Director Vonda Ragsdale (remote)
Director of BDS Jennifer Bills
Chief of Police Scott Gerdes
City Attorney Charles E. Zech

2. Ceremonial Recognition of Corporal Jeremiah Madrigal for a Lifesaving Award.

Chief Gerdes presented the Lifesaving Award and Certificate to Corporal Jeremiah Madrigal.

3. 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.

4. 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 September 10, 2025 Regular Meeting Minutes.
- b. Approval of the September 16, 2025 Special Meeting Minutes.
- c. Approval of an ordinance designating the official newspaper for the City of West Lake Hills.

Mayor removed item 4c from the Consent Agenda.

MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember South, the Council voted four (4) for and none (0) opposed to approve the revised Consent Agenda. Motion carried.

Item 4c

Councilmember South asked to postpone the item until the October 8th meeting. The Community Impact provides the most coverage for West Lake Hills, but they only provide a print-version of the news once per month with daily digital versions. She requested staff and city attorney to research potential options and verify legality of options.

MOTION: Upon a motion made by Councilmember South and a second by Councilmember Harmon, the Council voted four (4) for and none (0) opposed to postpone until the next Council meeting. Motion carried.

5. Ordinance Discuss and consider action on an ordinance amending Section 16.05.068 "Parking on Certain Streets Prohibited," to add Westhaven Drive to the list of streets where parking is prohibited.

City Administrator Fletcher provided a summary. Council requested to postpone the item until the next meeting and directed staff to provide notification to the residents on McConnell and Westhaven for their input on the proposed parking prohibitions.

MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember Plunkett, the Council voted four (4) for and none (0) opposed to postpone the item until the next Council meeting. Motion carried.

6. Administration **1513 Flintridge Rd.** - Discuss and consider action on a fee-in-lieu request (greater than 10%) for the replacement of trees to provide 75% of replacement as fee-in-lieu per Section 22.03.304 (f) of the Code of Ordinances.

Applicant: Donald Arnold, Property Owner

Jordan Word gave a brief summary. The Landscape Fund ordinance and fee schedule were reviewed.

Charlie Hartwig (family friend) spoke on behalf of Don Arnold, who was unable to attend. He stated that there is not much area on the lot to plant new trees where they can thrive. No option to plant on city-owned lots. Mr. Arnold proposed \$75 per caliper inch because that is the approximate cost for planting a new tree as opposed to paying a fee-in-lieu.

Director Bills stated that the city would not be able to accept/grant any new permits for this property until the issue is resolved.

MOTION: Upon a motion made by Councilmember Plunkett and a second by Councilmember Bowman, the Council voted four (4) for and none (0) opposed to approve a fee-in-lieu of full planting for 132 caliper inches at \$500 per caliper inch for a total of \$66,000 (mitigation included a total of 176 caliper inches - 44 caliper inches to be planted and 132 caliper inches to be paid as fee-in-lieu). Motion carried.

7. Administration Discuss and consider action on the appointment/reappointment of members of the Zoning and Planning Commission and to confirm the process for 2026.

MOTION: Upon a motion made by Councilmember Harmon and a second by Councilmember Plunkett, the Council voted four (4) for and none (0) opposed to postpone until the next meeting. Motion carried.

8. Administration Discuss and consider action on the appointment of a Chairperson for the Zoning and Planning Commission (ZAPCO).

MOTION: Upon a motion made by Councilmember Bowman and a second by Councilmember Plunkett, the Council voted four (4) for and none (0) opposed to appoint Robert Meisel as the Chairperson for ZAPCO. Motion carried.

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

City Administrator Fletcher gave a brief summary. Work continues on the punch list for Proposition A. Council was updated on the Camp Craft project for Proposition B.

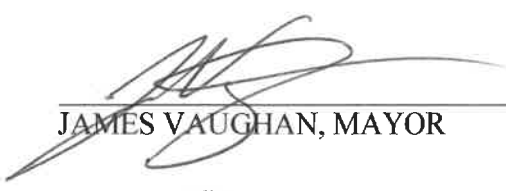
10. Administration Receive an update and consider possible action regarding City of West Lake Hills v. Jaffe - 1405 Wildcat Hollow.

Director Bills provided an update. There will be an Executive Session at the next Council meeting.

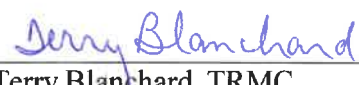
11. Adjournment

MOTION: Upon a motion made by Councilmember Plunkett and a second by Councilmember Bowman, the Council voted four (4) for and none (0) opposed to adjourn the meeting at 8:02 p.m. Motion carried.

Respectfully submitted,


JAMES VAUGHAN, MAYOR

ATTEST:


Terry Blanchard, TRMC
City Secretary



These minutes were approved on October 8, 2025.