

CITY OF WEST LAKE HILLS, TEXAS  
MINUTES OF A BOARD OF ADJUSTMENT (BOA) REGULAR MEETING  
Wednesday, January 14, 2026 at 7:00 PM

1. Call to Order

**With a quorum present, Vice Chair Plunkett called the meeting to order at 7:04 p.m.**

**BOARD MEMBERS PRESENT:**

Brian Plunkett - Vice Chair  
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  
Asst. City Attorney Natalie Thamm

Meeting was suspended at 7:05 p.m.

Meeting was reconvened at 7:08 p.m.

2. Citizen Communications The Board 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 Board later in the meeting. The Board cannot respond to or discuss matters not listed on the agenda. The Board 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.

**Vice Chair Plunkett opened the meeting for public comments.** Cari Walker thanked the Board of Adjustment/City Council members for their service to the community. **Hearing no further comments, the public comment section was closed.**

3. Administration Discuss and consider action on the approval of the December 10, 2025 Regular Meeting Minutes.

**MOTION: Upon a motion made by Board Member Walker and a second by Board Member Harmon, the Board voted five (5) for and none (0) opposed to approve the minutes as presented. Motion carried.**

4. Land Use Discuss and consider action on Special Use Permit 157-2026-A for a guest quarters (Section 38.03.032 of the West Lake Hills Code).  
Applicant: Davin Fillpot, Architect LLC

Director Bills gave a brief summary. Vice Chair Plunkett opened the Public Hearing at 7:14 p.m. No comments were received. The Public Hearing was closed at 7:15 p.m.

**The Board convened into Executive Session at 7:15 p.m.**

**The Board reconvened in Open Session at 7:25 p.m.**

**MOTION: Upon a motion made by Board Member Walker and a second by Board Member Bowman, the Board voted five (5) for and none (0) opposed to approve the Special Use Permit as presented. Motion carried.**

5. Adjournment

**MOTION: Upon a motion made by Board Member Walker and a second by Board Member Bowman, the Board voted five (5) for and none (0) opposed to adjourn the meeting at 7:26 p.m. Motion carried.**

Respectfully submitted,

  
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JAMES VAUGHAN, MAYOR

ATTEST:

  
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Acting City Secretary Joel Sherrouse

These minutes were approved on February 11, 2026.