

CITY OF WEST LAKE HILLS, TEXAS  
MINUTES OF A CITY COUNCIL WORKSHOP  
Wednesday, February 4, 2026 at 12:00PM PM

1. Call to Order

**With a quorum present, Mayor Vaughan called the meeting to order at 12:06 p.m.**

**CITY COUNCIL PRESENT:**

Mayor James Vaughan  
Mayor Pro Tem Gordon Bowman  
Dana Harmon – attending remotely  
Brian Plunkett  
Beth South

**CITY STAFF PRESENT:**

City Administrator Trey Fletcher  
Development Coordinator Joel Sherrouse  
Director of BDS Jennifer Bills  
Chief of Police Scott Gerdes  
Police Admin Specialist Tristan Castillo  
Assistant Planner Elizabeth McNamara  
Deputy City Inspector Alex Sanchez  
Assistant City Attorney Natalie Thamm

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 proposed scope of work for updating the city's tree ordinances and desired outcomes.
- a. Consultants from urban forestry firm PlanIT Geo briefed Council on some differences between Tree Ordinances and Urban Forestry Ordinances, and the possibility of developing new ordinances with the City of West Lake Hills. Council discussed potential opportunities and challenges associated with the existing ordinances and adoption of new ordinances.

*The meeting was suspended at 12:35pm*


*The meeting was reconvened at 12:39 p.m.*

4. Administration: Discuss winter weather event preparation and response.
  - a. City Administrator Trey Fletcher briefed Council on the City's response to the January freeze event. Council discussed the city's response, that of neighboring jurisdictions and agencies, and pre-treatment options for future events.
5. Administration: Discuss provisions in the City Code Related to Noise.
  - a. This item was withdrawn from the agenda
6. Administration: Discuss the regulation of e-bikes.
  - a. Chief Gerdes describes different classification of e-bikes and the city's authority for their regulation under state law. Chief Gerdes emphasized that due to the inability of officers to classify e-bikes visually and the fact that there are no age requirements for class 1 and 2 e-bikes, the police have limited options for enforcement of e-bike related regulations if the bikes are otherwise obeying laws that would apply to any other bicycles.
  - b. Council discussed including an article regarding e-bikes in an upcoming newsletter.
7. Discuss donations to the City and associated policies.
  - a. City Administrator Trey Fletcher led a discussion with Council related to the conditions for which the city may receive and utilize donations. Discussion centered on the requirement that deductible donations serve a public purpose.

12. Adjournment –

**Mayor Vaughan Adjourned the meeting at 2:07pm**

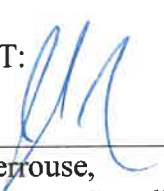
Respectfully submitted,



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James Vaughan, MAYOR

ATTEST:



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Joel Sherrouse,  
Development Coordinator  
Acting City Secretary

These minutes were approved on February 11, 2026.