



CITY OF WEST LAKE HILLS, TEXAS  
NOTICE OF CITY COUNCIL REGULAR MEETING  
Wednesday, March 11, 2026 at 7:00 PM

1. Call to Order

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

**CITY COUNCIL PRESENT:** Mayor James Vaughan, Mayor Pro Tem Gordon Bowman, Councilmember Beth South, Councilmember Brian Plunkett, and Councilmember Darin Walker. Councilmember Dana Harmon joined the meeting at 7:03 p.m.

**CITY STAFF PRESENT:** City Administrator Trey Fletcher, City Secretary Makayla Rodriguez, Director of Building and Development Services Jennifer Bills, Wastewater and Accounting Manager Theresa Sanchez, Police Chief Scott Gerdes, and City Attorney Charles 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 James Vaughan opened the meeting for public comment. Hearing none, the public comment section was closed.**

3. Administration Presentation regarding US and State retired flag donation box Eagle Scout project.

Henry Newby of Eagle Scout Troop 310 presented a project to install a U.S. and state flag retirement bin in front of City Hall, allowing residents to properly dispose of flags, which local Eagle Scouts will collect and retire accordance with proper flag retirement traditions.

City Council inquired about outreach, maintenance, longevity, and whether additional flags would be included. Mr. Newby confirmed the bin will remain at City Hall indefinitely and will accept state and national flags.

Trey Fletcher presented the previously flown U.S. and state flag from the old City Hall at 911 Westlake Drive, and Mayor James Vaughan presented Henry Newby with the City Coin.

*Mayor James Vaughan suspended the meeting at 7:12 p.m.*

*Mayor James Vaughan reconvened the meeting at 7:21 p.m.*

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 February 25, 2026 Regular Meeting Minutes.
  - b. Approval of the March 4, 2026 Workshop Minutes.

**MOTION: Upon a motion made by Councilmember Gordon Bowman and seconded by Councilmember Beth South, the City Council voted 5-0 to approve the Consent Agenda.**

5. Administration Discuss and consider wastewater capacity report and related land use assumptions.

Leigh Thomas of HRGreen gave an overview of the city's wastewater system, living unit equivalent (LUEs), and existing and projected wastewater flow.

City Administrator Trey Fletcher stated that he is seeking feedback from City Council regarding the analysis of projected wastewater system needs to notify the City of Austin of the City's future demand.

City Council and Leigh Thomas discussed future land use, wastewater demand, analysis methodology, and future wastewater needs.

Mayor Vaughan asked when notification needed to be sent to the City of Austin. City Administrator Trey Fletcher stated that a response would be needed by the end of March. City Council discussed next steps to bring back more information in the next meeting.

6. Executive Session Executive Session pursuant to Texas Government Code Section 551.072 regarding real estate negotiations for 911 Westlake Drive.

*The City Council went into Executive session at 8:31 p.m.*

*Mayor James Vaughan called the meeting back to order at 8:54 p.m.*

Mayor James Vaughan stated that no action was taken during Executive Session.

7. Adjournment

**Mayor James Vaughan adjourned the meeting at 8:54 p.m.**

Respectfully submitted:

  
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James Vaughan, Mayor

ATTEST:

  
\_\_\_\_\_  
City Secretary, Makayla Rodriguez

The minutes were approved on the 25<sup>th</sup> day of March, 2026.