



CITY OF WEST LAKE HILLS, TEXAS
NOTICE OF CITY COUNCIL WORKSHOP
Wednesday, April 1, 2026 at 12:00 PM

Notice is hereby given that the City Council of the City of West Lake Hills, Texas, will hold a Workshop on the 1st day of April 2026 at 12:00 p.m., in the Council Chambers, Municipal Building, 4010 Bee Cave Road, West Lake Hills, Texas, at which time the following items will be discussed, to-wit:

1. Call to Order
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.
3. Administration Discuss the City of West Lake Hills Strategic Plan (2025-2027) and updates to Strategic Focus Area 6: Strengthen Regional Partnerships and Collaboration.
4. Staff Briefing Discuss code amendments related to the city's drainage and erosion control manual.
5. Staff Briefing Discuss code amendments related to Chapters 1, 22, and 38 of the City Code.
6. Staff Briefing Discuss budget amendments to support code restructuring, AI enabled traffic signals, North Peak street and drainage improvements, and tree ordinances provisions.
7. Staff Briefing Discuss construction parking fees at 911 Westlake Drive.
8. Adjournment

Approved by: James Vaughan, Mayor

Certificate

I certify that the above Notice of the April 1, 2026 City Council Workshop was posted on the bulletin board at the Municipal Building, 4010 Bee Cave Road, West Lake Hills, Texas on Thursday, March 26, 2026 by 5:00 pm. and will remain posted continuously until said meeting is convened.

Signed by: Makayla Rodriguez, City Secretary

The City of West Lake Hills is committed to compliance with the Americans with Disabilities Act. Reasonable accommodation and equal access to communications will be provided upon request.

All items on the agenda are for discussion and/or action. City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development).



City of West Lake Hills
City Council

AGENDA REPORT

Meeting Date:	<u>April 1, 2026</u>	Item Number:	<u>3</u>
Department:	<u>Administration</u>		
Prepared By:	<u>Trey Fletcher</u>	Cost / Budget:	<u>n/a</u>
Exhibits:	<u>None</u>	Source of Funds:	<u>n/a</u>

Subject

Discuss the City of West Lake Hills Strategic Plan (2025-2027) and updates to Strategic Focus Area 6: Strengthen Regional Partnerships and Collaboration.

Recommendation

Discuss and provide direction as appropriate.

Discussion

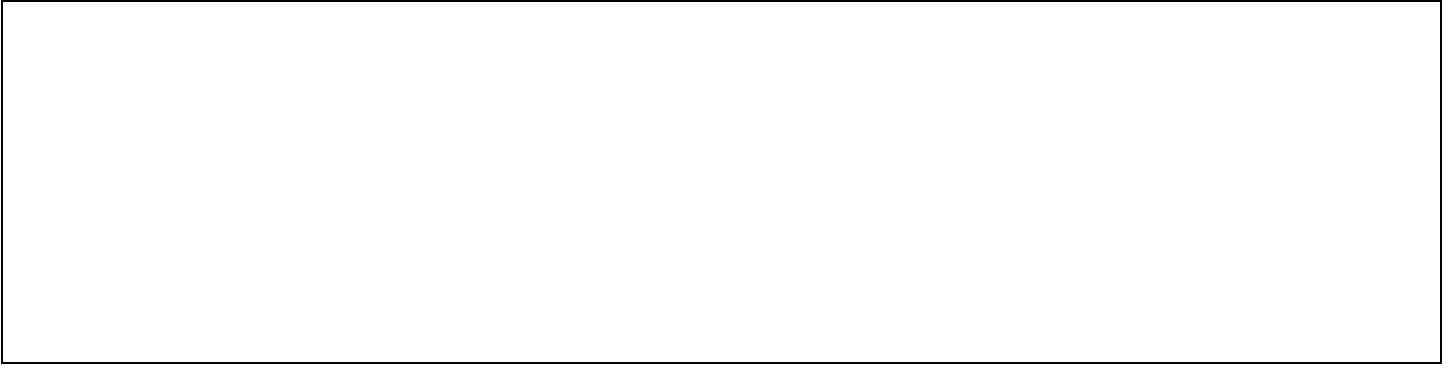
6. Strengthen regional partnerships and collaboration

Objective: Foster cooperation with surrounding jurisdictions for shared benefits.

• **Initiatives:**

- Support Eanes ISD's and local employers' workforce housing efforts.
- Collaborate with neighboring cities and Travis County for fire safety and environmental efforts.
- Explore opportunities for joint ventures on mobility and infrastructure projects.
- Work with surrounding communities to advocate for adjustments to South Mopac Expressway plan

The overall plan is available here: <https://westlakehills.org/DocumentCenter/View/4115/Res-2025-02-04-Strategic-Plan?bidId=>





City of West Lake Hills
City Council

AGENDA REPORT

Meeting Date:	<u>April 1, 2026</u>	Item Number:	<u>4</u>
Department:	<u>Administration</u>		
Prepared By:	<u>Trey Fletcher</u>	Cost / Budget:	<u>n/a</u>
Exhibits:	<u>None</u>	Source of Funds:	<u>n/a</u>

Subject

Discuss code amendments related to the city's drainage and erosion control manual.

Recommendation

Discuss and provide direction as appropriate.

Discussion

Staff will provide an update regarding the status of proposed code amendments emanating from drainage review committee recommendations and drafts presented previously by Colliers Engineering.

Recommendation by ZAPCO was made on March 18 with four areas of concern, including:

- Crushed granite sidewalks as IC
- Wisdom of no objection certificate
- Request for a map of properties' relationship to water courses
- Impact of pier-sizing on environment

Approval by City Council is anticipated on April 8.



City of West Lake Hills
City Council

AGENDA REPORT

Meeting Date:	<u>April 1, 2026</u>	Item Number:	<u>5</u>
Department:	<u>Administration</u>		
Prepared By:	<u>Trey Fletcher</u>	Cost / Budget:	<u>n/a</u>
Exhibits:	<u>None</u>	Source of Funds:	<u>n/a</u>

Subject

Discuss code amendments related to Chapters 1, 22, and 38 of the City Code.

Recommendation

Discuss and provide direction as appropriate.

Discussion

Staff will provide an update regarding the status of proposed code amendments emanating from architectural review committee recommendations and reallocation of duties associated with the City Council, Board of Adjustment, and the Zoning and Planning Commission.

Recommendation by ZAPCO is anticipated on April 15, and approval by City Council on April 22.



City of West Lake Hills
City Council

AGENDA REPORT

Meeting Date:	<u>April 1, 2026</u>	Item Number:	<u>6</u>
Department:	<u>Administration</u>		
Prepared By:	<u>Trey Fletcher</u>	Cost / Budget:	<u>\$660,000 +</u>
Exhibits:	<u>Signal quote</u>	Source of Funds:	<u>General Fund Balance</u>

Subject

Discuss budget amendments to support code restructuring, AI enabled traffic signals, North Peak street and drainage improvements, and tree ordinances provisions.

Recommendation

Discuss and provide direction as appropriate.

Discussion

Mid-year budget re-evaluation is often considered to account for unanticipated revenues or expenses. March 31 is the middle of the current fiscal year (FY 2025-26).

Code Restructure...Cost is to be determined.

AI enable traffic signals...Cost is quoted at \$360,000. (attached)

North Peak Street and Drainage Improvements...Cost is estimated to be approximately \$250,000.

Tree Ordinances consulting...Approximately \$50,000. (attached)



Texas Highway Products, LTD

1309 Clark St., Round Rock, TX 78681
 Phone: (512) 255-7633 Fax: (512) 255-7634
www.trafficsignals.com

QUOTE

Q-2616884

DATE: 03/12/2026

ACCOUNT:

PREPARED FOR:

PREPARED BY:

Xavier Martinez

Email:

Phone: (512) 255-7633

Fax: (512) 255-7634

JOB	SHIPPING & TRACKING INFO	SHIPPING TERMS	ESTIMATED DELIVERY DATE	PAYMENT TERMS
Westlake No traffic Budgetary	Best Way	FOB Shipping Pt		Net 30

ITEM #	PRODUCT NAME	DESCRIPTION	QTY	UNIT PRICE	LINE TOTAL
1	NT-DET - OMNI	NT-DET NOTRAFFIC MOBILITY PLATFORM: Hardware and AI Detection Modules. NoTraffic hardware per intersection WITH 5-years of Access to Mobility OS, of NOC Monitoring, of Connectivity, and 5-YR Hardware Warranty.	9	\$25,000.00	\$225,000.00
2	NT-Omni Control Unit - PRD-NU000001-00-OMNI	NEXUS OMNI. NoTraffic Control Unit - installed in cabinet with Application Manager Software - 1 per cabinet.	9		
3	NT-V2X Sensor Unit - PRD-SU000100-10	NoTraffic V2X Connected Vehicle Transponder Road Side Unit integrated Radar & Video Detection Sensor ADV & Stop Bar in One - installed on Camera bracket - not included 1 per intersection	9		
4	NT-Sensor Unit - PRD-SU000101-10	NoTraffic Radar & Video Detection Sensor ADV & Stop Bar in One - installed on Camera bracket - not included 1 per approach	27		
5	NT-Antenna Housing	BASE AND COVER ASSEMBLY - 1 PER CABINET	9		
6	NT-ANT-00000001-01	Synergy 9 in 1 Antenna (1 PER CABINET)	9		
7	SS-SB70-CM	Standard Camera Mount 70 inches Band. Side of Pole Mount or Top of Pole Mounting option.	36		
8	NT-PRD-PB000001-00-Power Unit-OMNI	NoTraffic Sensor power unit, accommodates 4 sensors	9		
9	IMSA 14/3C 19-1	IMSA 14-3C 19-1	9000		
10	CAT5 VERTICAL	VERTICAL CABLE CAT5E SHIELDED (GEL FILLED) (059-487/CMXF) (1000')	9		
11	NT-DET-OPT 5 Year	NoTraffic Intersection Vehicle Detection and Sensing System & NoTraffic Optimization App. 1X NoTraffic Control Unit with power supply and cables. 4 X NoTraffic Smart Sensors Web Dashboard	9	\$15,000.00	\$135,000.00
Subtotal					\$360,000.00
Tax					\$0.00



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www.trafficsignals.com

QUOTE

Q-2616884

DATE: 03/12/2026

ACCOUNT:

PREPARED FOR:

PREPARED BY:

Xavier Martinez

Email:

Phone: (512) 255-7633

Fax: (512) 255-7634

JOB	SHIPPING & TRACKING INFO	SHIPPING TERMS	ESTIMATED DELIVERY DATE	PAYMENT TERMS
Westlake No traffic Budgetary	Best Way	FOB Shipping Pt		Net 30

ORDER TOTAL

\$360,000.00

Note: BUYBOARD PROPOSAL NO. 703-23, HIGHWAY SAFETY AND TRAFFIC CONTROL PRODUCTS

ALL QUOTES ARE VALID FOR 30 DAYS.

PLEASE SEND PO'S TO: MCAMP@TRAFFICSIGNALS.COM AND THPACCOUNTING@TRAFFICSIGNALS.COM

THP ON-SITE ASSISTANCE IS AVAILABLE FOR ADDITIONAL FEES.
SUPPORT ITEMS ARE AVAILABLE ON BUYBOARD & SMARTBUY

PLEASE CONTACT US TO VERIFY PRICING IF YOUR QUOTE IS OLDER THAN **30 DAYS.**
PURCHASER TO VERIFY ALL QUANTITIES PRIOR TO PLACING ORDER.

A CREDIT CARD FEE OF 4% IS ADDED TO CREDIT CARD PAYMENTS.

THANK YOU FOR YOUR BUSINESS!

QUOTE FOR CONSULTING SERVICES

TREE ORDINANCE UPDATE PROJECT

City of West Lake Hills, TX

October 2025

SUBMITTED TO:

City of West Lake Hills, TX
mayor@westlakehills.gov

PROPOSED BY:

PlanIT Geo, Inc.
PO Box 1334
Wheat Ridge, CO 80034
sales@planitgeo.com
(630) 333-5176

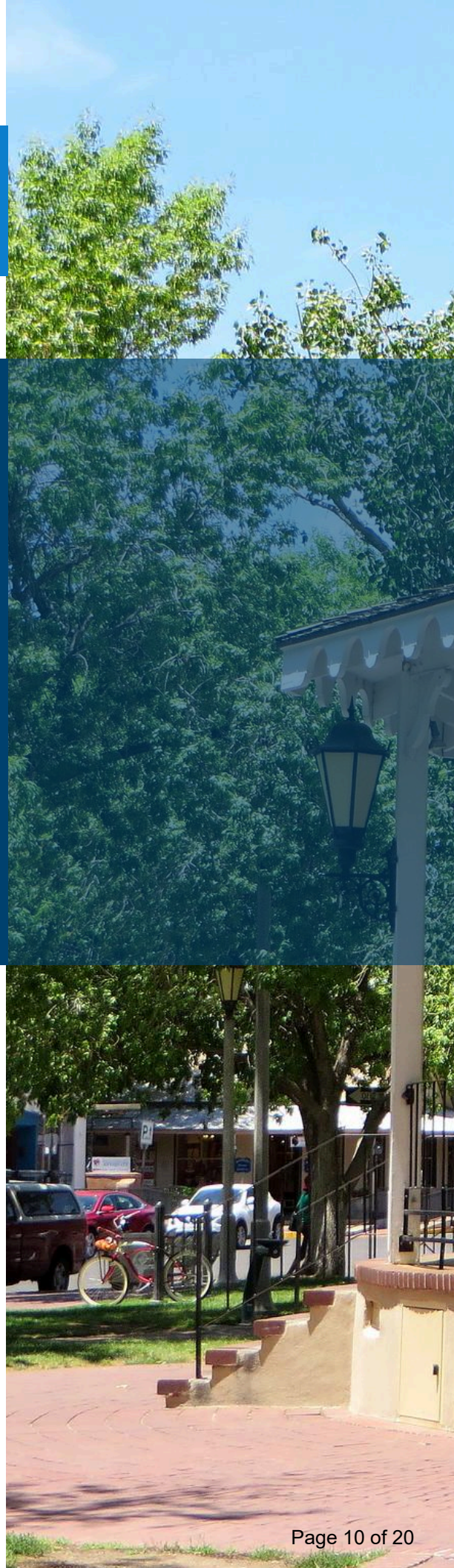


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FIRM BACKGROUND

PlanIT Geo, Inc. is an urban forestry consulting and software firm with a mission to map the world’s urban forests for a greener future by integrating experience with cutting edge technology and planning for urban forestry, parks, and arboriculture. PlanIT Geo has been in the urban forestry business since its establishment by CEO Ian Hanou in 2012 and has expanded to over 50 employees in 2024. PlanIT Geo provides contractual services including tree inventories and risk assessments using TreePlotter™ software, urban forest and risk tree planning, tree inventory and management software, land cover mapping (LiDAR/multispectral imagery), tree canopy assessments, GIS analysis, and i-Tree studies. Over 500 communities, nonprofits, and state/local governments throughout the United States, Canada, the United Kingdom, and Australia have utilized our team to perform tree inventories, write tailored management plans, and conduct tree canopy assessments.

The PlanIT Geo Team provides customized urban forestry solutions, resources, and tools to local governments, nonprofits, universities, and private industries that guide these entities to a holistic approach in sustainable urban forestry and environmental equity. Currently nine US state agencies and hundreds of communities utilize PlanIT Geo’s TreePlotter™ INVENTORY and CANOPY software on a regional or statewide basis for cloud hosting of tree inventories, canopy assessments, document storage, community engagement, and interactive dashboards. Over the last 11 years, PlanIT Geo has been involved in hundreds of urban forestry and environmentally related projects around the world. The PlanIT Geo Team has extensive knowledge of urban forestry practices in the Eastern region of the United States. The entire PlanIT Geo Team has a wide array of skill sets related to urban forestry and are committed to serve our clients with the highest quality of products available in the urban forestry industry.

PROJECT UNDERSTANDING

The City of West Lake Hills manages trees in its parks, streets and public spaces. These publicly managed trees are an essential part of the City's infrastructure. The urban forest provides meaningful and measurable benefits such as urban heat mitigation, energy savings, climate resilience, and much more. Strong policies and ordinances are critical to growing a healthy, sustainable, and equitable urban forest.

The City of West Lake Hills has placed a high priority on enhancing and maintaining its existing urban forest. Effective urban forest management requires innovative strategies and accurate information, including an understanding of the current condition of the city's trees, before significant management actions and planning initiatives are undertaken. It is our understanding that, in recognition of this fact, the City of West Lake Hills requires the services of a qualified and experienced urban forest management consultant to undertake a special project, long overdue.

The City of West Lake Hills is considering amendments to its tree-related ordinances. PlanIT Geo has outlined a scope of work options for providing subject matter expertise regarding tree management standards, tree code amendments, facilitated discussions with City staff, support for public engagement, and a results report with presentation of recommendations to City Council. This effort will provide the City with the data, comparisons, input, and recommendations to formally amend City tree ordinances. Implementing this project will support the long-term goals of the urban forest, maintain transparency, sustain tree equity and associated benefits, and align with other goals and plans of the City.

PROJECT APPROACH

Developing recommendations and revisions to tree-related ordinances requires a clear process and well-coordinated public outreach and education efforts. PlanIT Geo has a proven planning framework for managing the many moving parts and developing a final document that ensures management decisions made today build towards beneficial outcomes for decades to come.

Our Consulting Team understands the need to improve existing tree code and the evaluations necessary for new ordinances. Input from City staff, stakeholders, and the community must be integrated and aligned with industry standards, comparable cities, state requirements, and City goals. Our Consulting Team has extensive experience in evaluating existing municipal codes, policies, and ordinances to provide recommendations using best management practices. The following pages outline the proposed scope of work for West Lake Hills' Tree Ordinance Update Project with estimated timelines, task descriptions, and anticipated deliverables.

PROJECT MANAGEMENT

Execution of the draft and final work plan is anticipated to require a focused effort to bring the proposed project into alignment with City expectations and available budget. In addition, a dynamic and cloud-based project management dashboard will be developed to provide a continuous update on the completed and upcoming tasks. The dashboard will also include a detailed project schedule that will be periodically updated throughout the project. Monthly progress reports will be sent to the City’s core project team to give information on progress of deliverables, tasks, and other required information. Upon completion of each project task, we will have remote task review meetings (regular meetings) and staff consultations as needed to present and review completed tasks and deliverables. Project files will be maintained in accordance with the agreed upon work plan with the City of West Lake Hills’ project manager. PlanIT Geo typically uses Google Drive to maintain files but also utilizes other services such as OneDrive or other City-preferred platform.

PROJECT COST SUMMARY

PROJECT COST SUMMARY FOR ORDINANCE PROJECT		
PROJECT TASKS	HOURS	PRICE
A. Project Management	26	\$4,050
B. Research	33	\$4,675
C. Tree Ordinances	104	\$16,200
D. Internal Engagement	50	\$7,350
E. External Engagement	50	\$7,350
F. Recommendations for Implementation	50	\$7,350
G. Final Delivery	14	\$2,050
TOTAL	327	\$49,025

PROJECT SCOPE FOR ORDINANCE WORK

The scope of work outlined on the following pages reflects the goals and objectives as agreed upon between the City of West Lake Hills and PlanIT Geo consultants.

DETAILED SCOPE OF WORK

Task	Qty	Description	Deliverables	Alex Hancock Hours	Alec Sabatini Hours	Total Hours	Total Price
A. Project Management							
Initial Planning Meeting (virtual)	1	Meeting to discuss framework & desired outcomes, summary document of review framework and desired outcomes. Includes prep, meeting, and follow-up.	Meeting, Slides, and Notes	4	2	6	\$950
Internal Kickoff (virtual)	1	Kickoff meeting with key staff to introduce the project, timeline, deliverables, roles, responsibilities, etc.	Meeting, Slides, and Notes	4	2	6	\$950
Client-Facing Task Tracker / Dashboard	1	Project management tool for client-consultant updates on project and task progress. Potential to host in Teamwork.com	Dashboard	4	2	6	\$950
Project Update (email)	8	Routine project updates provided throughout the course of the project via email.	Emails	4	4	8	\$1,200
				16	10	26	\$4,050
B. Research							
Initial Research	1	Review of plans, ordinances, documents, and resources.	Excel File	8	12	20	\$2,900
Request for Information	1	Follow-up after initial research to fill in gaps in information.	PG Fillable Form	1	2	3	\$425
Benchmarking	1	Discovery of 20 cities of similar size and geography, and charts comparing UF program budget and operations based on Tree City USA data.	Summary Document, Benchmarking Workbook	2	8	10	\$1,350
				11	22	33	\$4,675
C. Tree Ordinances							
Internal Team Meetings (virtual)	4	Meetings to review tree ordinance objectives, progress, and recommendations with Project Team.	Meeting, Slides, and Notes	8	8	16	\$2,400
City Tree Ordinances Research & Review	1	Table summarizing existing City ordinances, includes gap analysis using industry frameworks.	Summary Document	8	8	16	\$2,400

DETAILED SCOPE OF WORK

Task	Qty	Description	Deliverables	Alex Hancock Hours	Alec Sabatini Hours	Total Hours	Total Price
Benchmarking Comparison (5 Other Cities)	1	Compare ordinances, goals, and program operations with five(5) cities based on Tree City USA data or as advised by client. Adjust "quantity" column according to how many batches of 5 cities to compare.	Summary Document, Benchmarking Workbook	16	8	24	\$3,800
Strikethrough - Underline Ordinance Revisions	1	Strikethrough-underline version of relevant municipal code sections with one round of revisions.	Ordinance Revisions	16	8	24	\$3,800
Document Prep for Ordinance Adoption	1	Cover sheet, summary, and fiscal analysis for City Council adoption process.	City Council Cover Sheet and Fiscal Analysis	16	8	24	\$3,800
				64	40	104	\$16,200

D. Internal Engagement

Staff Survey and Analysis of Results	1	Development of survey questions and answers, generation of google form, distribution of survey, and summary of results. Google form or other platform as advised by client.	Survey and Summary Document	12	12	24	\$3,600
Staff Consultations (virtual)	2	Meeting with key staff to gather an understanding of current operations, strengths, challenges, and priorities. Includes presentation slides, prep, meeting, and follow-up notes.	Meeting, Slides, and Notes	8	8	16	\$2,400
Internal Engagement Summary	1	Synthesis and summary of all steps completed during the Internal Engagement phase.	Summary Document	2	8	10	\$1,350
				22	28	50	\$7,350

E. External Engagement

External Engagement Plan	1	Schedule and strategies for engagement of the public, focus groups, and other key community stakeholders. Includes development of stakeholder lists, branding and graphics kit, etc.	Summary Document	8	8	16	\$2,400
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DETAILED SCOPE OF WORK

Task	Qty	Description	Deliverables	Alex Hancock Hours	Alec Sabatini Hours	Total Hours	Total Price
Public Meeting Presentation (virtual)	2	Public meetings include presentations to the general public or a specific board, council, or commission where the public is welcome to view, attend, and/or provide input. Each presentation is intended to cover some/all of the following topics: <ul style="list-style-type: none"> - Raising awareness of the urban forest - Project introduction/overview - Updates on analysis, results, etc. - Creating a vision/goals - Getting feedback - Inciting action - Q&A session - Ordinance adoption 	Meeting, Slides, and Notes	12	12	24	\$3,600
Public Engagement Summary	1	Synthesis and summary of all steps completed during the External Engagement phase.	Summary Document	2	8	10	\$1,350
				22	28	50	\$7,350
F. Recommendations for Implementation							
Implementation Framework	1	Work with client to identify the desired framework (i.e. mission, vision, principles, strategies, action, targets, etc.)	Summary Document	4	4	8	\$1,200
Deep Dive: Urban Forestry Program Resources	1	Strategies to improve program structure, staffing, contracting, processes, workflows, etc.	Summary Document	8	8	16	\$2,400
Deep Dive: Tree Ordinances and Policies	1	Recommended updates to the City's ordinances and policies	Summary Document	8	8	16	\$2,400
Implementation Summary	1	Synthesis and summary of all steps completed during the Implementation phase.	Summary Document	2	8	10	\$1,350
				22	28	50	\$7,350
G. Final Delivery							
Final Delivery & Closeout Meeting (virtual)	1	Meeting to review delivery folder containing all project deliverables. Includes prep, meeting, and follow-up.	Meeting, Final Delivery Folder	6	8	14	\$2,050
				6	8	14	\$2,050
				163	164	327	\$49,025

PROJECT MANAGER

Alex Hancock

Director of Urban Forestry Consulting Services, PlanIT Geo

Certifications and Education

- ISA Certified Arborist FL-#8295A, APA member for CO & FL Chapters
- Graduate of 2022 Municipal Forestry Institute (MFI)
- MSc Forest Resources and Conservation, University of Florida (2017)
- Graduate Certificate in Geospatial Analysis (2017)
- Bachelor of Urban Planning - University of Cincinnati (2011)



Alex is an ISA Certified Arborist with a background in urban planning, urban forestry, and sustainability. She is experienced in tree canopy cover analysis, climate action planning, zoning and land use planning, and public policy. Her most recent role as Sustainability Coordinator and Certified Arborist for the City of St. Petersburg, FL focused on programs for climate resilience, clean energy, waste reduction, environmental justice, and urban forestry. Her team developed, published, and is implementing the Integrated Sustainability Action Plan, which emphasizes equity as a primary focus of planning for a sustainable and resilient future.

At PlanIT Geo, Alex applies these experiences and skill sets to support the development of urban forest management plans for communities. Specifically, she is directing the integration of urban forestry into sustainability planning for communities through public engagement, staff consultations, policy analysis, and plan development.

Role: Lead Consultant, Team Meetings, Data Gathering and Reviews, Canopy Analyses, Internal Stakeholder Engagement, External Stakeholder Engagement, Urban Forest Audit, Goal & Strategy Development, Draft Plan, Delivery Training, Draft and Final UFMP

Urban Forestry Project Management Experience (Not Comprehensive)

- Issaquah, WA Tree Canopy Goals & Ordinance Development (PlanIT Geo)
- Lakewood, WA Tree Ordinance Evaluation (PlanIT Geo)
- Camas, WA Parks and Open Space Management Plan (PlanIT Geo)
- Grand Junction, CO Urban Forest Tree Count and Appraisal Study (PlanIT Geo)
- Westminster, CO Urban Forest Management Plan (PlanIT Geo)
- Saratoga Springs, NY Urban Forestry Management Plan (PlanIT Geo)
- Castleton-on-Hudson, NY Community Forest Management Plan (PlanIT Geo)
- Fremont, CA Urban Forest Management Plan (PlanIT Geo)
- Los Banos, CA UFMP Tree Ordinance Review and Revision (PlanIT Geo)
- Lakeway, TX Tree Ordinance Development (PlanIT Geo)

PROJECT EXAMPLES

1) Tree Ordinance Tool Development

Organization: Arbor Day Foundation

Project Manager(s): Alex Hancock (PlanIT Geo)

Date: January 2025 - June 2025

Scope of Services Provided: The ADF Ordinance Tool is a web-based project created by the Arbor Day Foundation to help cities expand and protect their urban tree canopy through modern, effective ordinances and policies. PlanIT Geo served as the lead consultant to the Arbor Day Foundation for this initiative, conducting extensive research into municipal tree ordinances across the country and developing a robust framework for sharing ordinance content online. Our responsibilities included preparing the final project deliverables, curating a comprehensive set of references, examples, and recommendations, and compiling these resources into a user-friendly tool for use by Tree Cities and urban forestry programs. PlanIT Geo's collaboration ensured that the tool is rooted in best practices and provides practical guidance for communities pursuing Tree City USA recognition and sustainable urban forest management.

2) Lakewood, WA Tree Preservation Code & Public Participation Plan

Organization: City of Lakewood, WA and Berk Consulting (Prime)

Project Duration: February 2022 – November 2022 (10 months)

Scope of Services Provided: The Consultant team evaluated the current tree preservation code regarding industry standards, best practices, research, and worksheets to review and cross-examine existing ordinances and policies impacting or affecting trees in the City. The code evaluation and best practice research addressed the range of tree types in Lakewood including Garry Oaks and other species of deciduous and evergreen trees. The process included staff interviews, presentations and meetings to the City's ad-hoc committee for tree preservation, ordinance review, canopy assessment, canopy goal setting scenarios and priority planting areas, and final recommendations for ordinance changes and canopy goals. City Council adopted the amendments to the ordinance on November 7, 2022. View the press release [here](#).

3) Lakeway, TX Tree Ordinance Evaluation and Development

Organization: City of Lakeway, TX

Project Duration: June 10, 2022 – September 23, 2022 (3 months)

Scope of Services Provided: The City did not have a public tree ordinance, only an ordinance for diseased trees, general building requirements, and residential landscaping. The consulting team conducting internal research by reviewing existing code, ordinances, policies, and procedures along with a review of other cities' ordinances requested by the City Forester. From the review and analysis, a draft document of recommended changes

and new language was developed and finalized. The team met with the City Forester and supporting departments to finalize the ordinance language. The ordinance includes a description of trees included in the ordinance, exemptions (e.g., dead trees, prohibited trees, aviation zoning, single-family), definitions, and trees for preservation (private trees 6" or greater, mature ashe-juniper 5" and/or 15' tall, all public trees, and heritage trees). The ordinance also includes the tree removal permitting process, mitigation requirements, tree protection during construction, process for penalties, among other industry standards and best practices to ensure Lakeway's trees are protected.

4) Issaquah, WA Tree Code Consulting Services

Organization: City of Issaquah, WA Community Planning & Development Department
Project Duration: September 8, 2022 – December 12, 2022 (3 months)

Scope of Services Provided: Assisted the City in identifying canopy targets, methodology to track and adjust canopy goals, and an updated tree list using a climate vulnerability assessment to grow a sustainable urban forest guided by canopy goals. To develop the canopy goals, extensive benchmarking research was conducted for analogous communities and cross-examined with industry standards, best practices, and research. The canopy targets and methods for tracking were incorporated into the Department's ordinances.



City of West Lake Hills
City Council

AGENDA REPORT

Meeting Date:	<u>April 1, 2026</u>	Item Number:	<u>7</u>
Department:	<u>Administration</u>		
Prepared By:	<u>Trey Fletcher</u>	Cost / Budget:	<u>n/a</u>
Exhibits:	<u>None</u>	Source of Funds:	<u>n/a</u>

Subject

Discuss construction parking fees at 911 Westlake Drive.

Recommendation

Discuss and provide direction as appropriate.

Discussion

Mitigation of construction worker parking demand associated with residential construction has been identified as a need. The former city hall at 911 Westlake Drive in its current condition offers an opportunity to address this issue. Renting parking spaces for construction worker parking could be considered as presented below:

- Standard-sized vehicle: **\$15/day**
- Oversized/heavy construction vehicle: **\$25/day** (to account for space multiplier)
- Long-term monthly rate: **\$200/month per space**