

CITY OF WEST LAKE HILLS, TEXAS  
MINUTES OF A CITY COUNCIL REGULAR MEETING  
Wednesday, January 25, 2023 at 7:00 PM

1. Call to Order

**With a quorum present, Mayor Pro Tem Bowman called the meeting to order at 7:00 p.m.**

**CITY COUNCIL PRESENT:**

Mayor Pro Tem Gordon Bowman  
Brian Plunkett  
Beth South  
James Vaughan  
Darin Walker (❖ arrived late)

**CITY STAFF PRESENT:**

City Administrator Trey Fletcher  
City Secretary Terry Blanchard  
Director of BDS Ashby Grundman  
Chief of Police Scott Gerdes  
City Attorney Patty Akers

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 Pro Tem Bowman opened the meeting for public comments. Hearing none, the public comment section was closed.**

3. Ceremonial Administer Oath of Office for Police Officer Ethan Atencio.

Mayor Pro Tem Bowman administered the Oath of Office to Police Officer Ethan Atencio.

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 January 11, 2023 Regular Meeting Minutes.
  - b. Approval of FY 23 Q1 Building and Development Services Department Report.
  - c. Approval of FY 23 Q1 Investment Report.
  - d. Approval of FY 23 Q1 Municipal Court Report.
  - e. Approval of FY 23 Q1 Public Safety Report.

**MOTION: Upon a motion made by Councilmember Plunkett and a second by Councilmember South, the Council voted four (4) for and none (0) opposed to approve the consent agenda as presented. Motion carried.**

5. **Land Use 517 Buckeye Trail:** Discuss and consider action on a variance request for a front yard fence setback encroachment. (Section 22.03.173 of the West Lake Hills Code). Applicant Jeffery Foster.

Ashby Grundman gave a brief summary. The property owner removed the fence from the variance request and has requested the setback variance for the gate only. ZAPCO recommends denial. Staff recommends approval of variance for the gate.

❖ **Councilmember Walker arrived at 7:10 p.m.**

Jeff Foster spoke to Council regarding the variance request. He stated safety concerns as well as the protection of the family's privacy. The gate would remain open during the day but will be closed at night.

**MOTION: Upon a motion made by Councilmember Vaughan and a second by Councilmember South, the Council voted five (5) for and none (0) opposed to approve the variance as requested. Motion carried.**

6. **Administration** Discuss and consider action to adopt an ordinance calling a General Election to be held on May 6, 2023 for the purpose of electing Council Member Place 1, Council Member Place 3, and Council Member Place 5.

**MOTION: Upon a motion made by Councilmember Plunkett and a second by Councilmember Walker, the Council voted five (5) for and none (0) opposed to approve the ordinance as presented. Motion carried.**

7. **Administration** Discuss and consider action to authorize contracts with Travis County for an Election Services Agreement and a Joint Election Agreement for the May 6, 2023 General Election.

**MOTION: Upon a motion made by Councilmember Plunkett and a second by Councilmember South, the Council voted five (5) for and none (0) opposed to approve the contracts as presented. Motion carried.**

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

Trey Fletcher gave a brief update.

Proposition A

- Trying to wrap up the pre-design phase.
- Working to cut back on square footage.
- CMAR process has been narrowed from eight (8) to five (5) firms. The goal is to have an agreement ready for Council review on the March 8<sup>th</sup> agenda.
- Conceptual drawings should be available for review at the March 8<sup>th</sup> meeting.

Proposition B

- K. Friese is working on the projects.
- Property owner meetings have been scheduled for next week.
- Easements will be needed for some of the projects/locations.
- Three (3) projects require TCEQ approval.
- Due to approval process and timeline, the project near the school will not be able to be completed this summer.

9. Executive Session In accordance with Texas Government Code, Section 551.001, et seq, the City Council will recess in Executive Session (closed meeting) to discuss the following:  
Section 551.071: Consultation with the attorney regarding pending or contemplated litigation, or settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act, re: City of West Lake Hills vs. Ryan and Holly Lambert, 1600 Westlake Drive, West Lake Hills Texas, 78746 (in rem).

**Council convened into Executive Session at 7:31 p.m.**

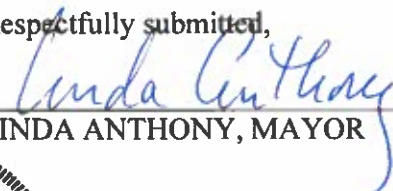
10. Executive Session Reconvene into open session and take action if and as deemed appropriate in the City Council's discretion regarding consultation with attorney.

**Council reconvened in Open Session at 7:58 p.m. No action was taken.**

11. Adjournment

**MOTION: Upon a motion made by Councilmember Walker and a second by Councilmember Plunkett, the Council voted five (5) for and none (0) opposed to adjourn the meeting at 7:58 p.m. Motion carried.**

Respectfully submitted,

  
LINDA ANTHONY, MAYOR

ATTEST:

  
Terry Blanchard, TRMC  
City Secretary



These minutes were approved on February 8, 2023.