

MINUTES OF CITY COUNCIL REGULAR MEETING  
CITY OF WEST LAKE HILLS, TEXAS  
Wednesday, April 25, 2018  
7:00 p.m.

**Present: Mayor Linda Anthony, Mayor Pro Tem Jim O'Connor, Councilmembers Beth South, and Darin Walker.**

**Absent: Councilmembers Rhonda McCollough and Brian Plunkett.**

1. **Called to Order by Mayor Linda Anthony at 7:12 pm.**
2. Citizens 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 Citizens Communication agenda item or when the specific agenda item is taken up by the Council later in the meeting. The Council cannot respond to matters not listed on the agenda until a future meeting. Speakers must sign up with the City Secretary before speaking. Speakers shall limit their comments to five (5) minutes each.

**No one spoke.**

3. **CONSENT AGENDA**: The following items are anticipated to require little or no individualized discussion due to their nature being clerical, ministerial, mundane or routine. In an effort to enhance the efficiency of City Council Meetings, it is intended that these items will be acted upon by the City Council with a single motion because no public hearing or determination is necessary. However, a City Council Member or Citizen may request separate deliberation for a specific item, in which event those items will be removed from the consent agenda prior to the City Council voting on the consent agenda as a collective, singular item. Citizens requesting items be removed from the consent agenda must submit a written Speaker Card to the City Secretary before the meeting begins. Prior to voting on the consent agenda, the City Council may add additional items that are listed elsewhere on the same agenda.
  - a. Approval of the April 11, 2018 Regular Meeting Minutes. City Secretary Lacie Hale.

**COUNCILMEMBER SOUTH MOTIONED TO APPROVE THE CONSENT AGENDA WITH THE ADDITION OF AGENDA ITEM #7 FOR APPROVAL. MAYOR PRO TEM O'CONNOR SECONDED THE MOTION AND IT PASSED BY 3-0 VOTE.**

4. Personnel: Confirmation and Oath of Office for new Patrol Officer Raece Young. Police Chief Scott Gerdes.

**Oath was administered by Mayor Anthony.**

5. Administration: Review quarterly permit report presented by Building Inspector David Brasich.
  - a. **Staff Briefing. City Inspector David Brasich gave a brief overview of the statistics for new residential and commercial permits issued and closed out. He also included information for site visits, drainage work, and sign permits.**

- b. Public Hearing:  
**Colleen Galvin, of 514 Yaupon Valley Road, explained that drainage maintenance was performed on January 12. She has yet to receive the report regarding the drainage maintenance. She understands that everyone is very busy but this is important to her and is very interested in what was done there. She also asked why Council information is not more available.**
- c. Deliberation and action.

**Council asked about the drainage maintenance work, and what activities happen on a site visit.**

**No Council action was taken.**

- 6. Finance: Review and discussion of the quarterly budget update. Finance Officer Vonda Ragsdale.
  - a. Staff Briefing. **Finance Officer Vonda Ragsdale presented the budget update for the second quarter. City Administrator Robert Wood also gave Council an update on the revenue from Bus Guard program.**
  - b. Public Hearing: **No one spoke.**
  - c. Deliberation and action.

**Council asked about the management of the tree fund, when the City should be receiving the funds for the tower lease, if the reports are posted on the website, is there a fee with the comptroller for late payments, and what the timeline is for the fire break grant.**

**No Council action was taken.**

- 7. Land Use: Commercial Site Plan Amendment and Building Permit for new outdoor lighting in a parking lot for Independent Bank at 101 Westlake Drive. (Section 24.03.003 of the West Lake Hills Code.) Applicant Mike Heins.
  - a. Staff Briefing.
  - b. Presentation by applicant.
  - c. Public Hearing: **All persons wishing to speak for or against shall be heard.**
  - d. Deliberation and action.

**Item was moved to consent agenda for approval.**

- 8. Public Works: Presentation of draft list of proposed Capital Improvement Projects for the inclusion in a possible bond election.
  - a. Staff Briefing. **Mayor Anthony explained that this very preliminary. It is on the agenda to bring this discussion back up in public and start the discussion. This is the engineer's proposed list based on priorities. City Engineer Vicki Ortega gave a brief overview of the proposed list to be included and funded through a potential bond. There are 13 projects. It is a combination of the drainage and pavement. She then explained the categories and how the projects were ranked. Mayor Anthony explained that when Council is discussing a bond package it could be drainage, roadway pavement, and city buildings. Mayor Anthony read off the list of proposed items.**

- b. Public Hearing:  
**Stan Graham of 201 Allegro shared that he is present to advocate for the Bee Cave vegetation restoration project. He asked at what point will Council solicit pet projects from the public, that they would want included in the bond project.**
- c. Deliberation.  
(Note: This item is for discussion only. No action will be taken.)

**Council asked staff to post the list online with back up information.**

**No Council action was taken.**

- 9. Public Works: Discussion/decision on proposed drainage improvements for Reveille Road and Rocky River Road. (Funding for proposed drainage improvements were approved at the August 9, 2017 City Council meeting.)
  - a. Staff Briefing. **Mayor Anthony explained that last year Council discussed funding these out of the operating expenses because they were in the top 15 drainage projects of the drainage master plan. They also had price tags that made them affordable to fund out of operating expenses. Travis Kaatz from K. Friese gave shared that two costs estimates were provided so Council could see the breakdowns for each project. He then gave a presentation of the proposed drainage improvements. The cost estimate for the projects is lower than what was originally proposed with the drainage master plan. City Administrator Robert Wood shared that these are estimates but the bids could come in lower or Council could do one project and not the other. Council set aside \$200,000 for these projects. City Engineer Travis Kaatz concluded that the sealed documents should be ready with an expected start date in August.**
  - b. Public Hearing:  
**Lynne Hook of 500 Rocky River Road asked out of these two projects, which one is more of a priority.**
  - c. Deliberation and action.

**Council asked how much was set aside for the projects, and want to include a bid alternative so they can have the option to choose projects based on the amounts in the bids received.**

**No Council action was taken.**

- 10. Finance: Discussion/decision to make a request to the Wastewater Commission to consider an accelerated schedule for repayment of loans to the City's general fund.
  - a. Staff Briefing. **Mayor Anthony shared that the Wastewater is in a self-sustaining position with surplus. The Wastewater Commission would like Council to send them a letter with the request, instead of self-initiating it. The request would be for an initial payment of \$250,000 then ask for \$100,000 to \$150,000 every year. City Administrator Robert Wood explained that there are two remaining loans and the total outstanding is \$2.3 million.**
  - b. Public Hearing: **No one spoke.**
  - c. Deliberation and action.

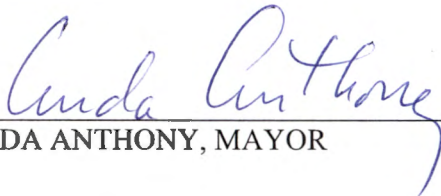
**MAYOR PRO TEM O'CONNOR MOTIONED TO ISSUE THE REQUEST TO THE WASTEWATER COMMISSION TO CONSIDER AN ACCELERATED SCHEDULE FOR REPAYMENT OF THE LOANS TO THE GENERAL FUND. COUNCILMEMBER SOUTH SECONDED THE MOTION AND IT PASSED BY 3-0 VOTE.**

11. Administration: Update on City and other area infrastructure improvement projects including Bee Cave Road, drainage master plan, Water District 10, and Camp Craft Road. City Administrator Robert Wood.
- a. Staff Briefing. **Mayor Anthony shared that Cliff Drummond, President of Water District #10, has retired. Paving, for the Water District #10 project, with start on Redbud in June. City Administrator Robert Wood briefed Council on the Camp Craft project. Water District #10 submitted their plans of the proposed water line to the City's engineer to review. Review should take a week, then will go to the contractor to get the costs.**
  - b. Public Hearing: **No one spoke.**
  - c. Deliberation and action.

**No Council action was taken.**

**12. Adjourned by Mayor Linda Anthony at 8:40 pm.**

Certificate

  
LINDA ANTHONY, MAYOR

ATTEST:

  
LACIE HALE, CITY SECRETARY

