

MINUTES OF CITY COUNCIL REGULAR MEETING  
CITY OF WEST LAKE HILLS, TEXAS  
Wednesday, May 8, 2019  
7:05 p.m.

**Present: Mayor Linda Anthony, Councilmembers Rhonda McCollough, Beth South, and Darin Walker.**

**Absent: Mayor Pro Tem Jim O'Connor and Councilmember Brian Plunkett**

1. **Called to Order by Mayor Linda Anthony at 7:10 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.

**Spencer Stevens of 1230 Yaupon Valley Road requested the westbound stop sign be removed at Yaupon Valley and Juniper Road.**

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 24, 2019 Regular Meeting Minutes. City Secretary Lacie Hale.
  - b. **Administration:** Discussion/decision on Proclamation to designate the week of May 5-11, 2019 as Municipal Clerk Week. City Secretary Lacie Hale.
  - c. **Public Safety:** Discussion/decision on Resolution to designate the week of May 12-18, 2019 as Police Week. Police Chief Scott Gerdes.
  - d. **Finance:** Approval of Quarterly Investment Reports for quarter ended 3/31/2016 City Administrator Robert Wood.
  - e. **Administration:** Decision regarding title change for Coordinator of Building Development Services to Director of Building Development Services.

- f. Transportation: Approval of “Parallel Parking Only” zone on the east side of Old Stonehedge Drive from Butler Cove to Limerick Lane (private access easement) and placement of signage.
- g. **Request to Postpone: Land Use: 1405 Wildcat Hollow** – After-the-fact variance requests for a fence to exceed height allowance and to encroach in the setback and a retaining wall to exceed height allowance and encroach in the setback. Applicant Douglas Jaffe, III; Power of Attorney Jan Sotelo.
  - Variance for fence height and setback encroachment (Section 22.03.173 of the West Lake Hills Code)
  - Variance for retaining wall height and setback encroachment (Sections 22.03.170 and 22.03.281 of the West Lake Hills Code)
- h. **Request to postpone by applicant: Land Use: 102 Westlake Drive** – Proposed site plan amendment with a parking setback variance, impervious cover variance, and tree variances to increase parking and provide emergency access at 102 Westlake Drive. Applicant Dr. Bill Ramsdell (Power of Attorney Travis Wilson)

**COUNCILMEMBER WALKER MOTIONED TO APPROVE THE CONSENT AGENDA. COUNCILMEMBER McCOLLOUGH SECONDED THE MOTION AND IT PASSED BY 3-0 VOTE.**

- 4. Finance: Presentation of quarterly budget update. Finance Officer Vonda Ragsdale.
  - a. Staff Briefing. **Finance Officer Vonda Ragsdale presented the quarterly budget report for January, February, and March of 2019.**
  - b. Public Hearing: **No one spoke.**
  - c. Deliberation and action.

**No Council action was taken.**

- 5. Public Safety: Presentation of Racial Profiling Statistics 2018 Report. Chief Scott Gerdes.
  - a. Staff Briefing. **Chief Scott Gerdes presented the report to Council. Shared that it is a legal requirement to bring this to Council.**
  - b. Public Hearing: **No one spoke.**
  - c. Deliberation and action.

**No Council action was taken.**

6. Finance: Discussion regarding appointment of Bond Advisory Committee. Mayor Linda Anthony.
  - a. Staff Briefing. **Mayor Anthony shared that there are typical two committees formed from a bond. One is an advisory committee. They weigh on if the bond projects meet the communities needs and wants. She explained the application was created from the form that Eanes ISD uses and believe the composition should be no more than 5 people.**
  - b. Public Hearing: **No one spoke.**
  - c. Deliberation and action.

**No Council action was taken.**

7. Public Works: Discussion/decision regarding projects included on draft List of Proposed Infrastructure Projects for Possible Bond Election and projects included on the draft Maintenance Project List. Mayor Linda Anthony.
  - a. Staff Briefing. **Mayor Anthony requested Council remove Harbor View, Wildcat Hollow, Spurlock Valley, and Old Bee Cave Road from the list due to the sale of 110 Westlake Drive and no need for traffic improvements at Westlake Drive and Bee Cave Road.**
  - b. Public Hearing: **No one spoke.**
  - c. Deliberation and action.

**No Council action was taken.**

8. Finance: Review of timeline for bond issuance, including bond election. City Administrator Robert Wood.
  - a. Staff Briefing. **City Administrator Robert Wood shared that drop-dead dates have been added to the timeline. It was reviewed by the Financial Advisor and Bond Counsel.**
  - b. Public Hearing: **No one spoke.**
  - c. Deliberation and action.

**No Council action was taken.**

9. Administration: Discussion/decision on resolution to approve a real estate purchase by the Travis Central Appraisal District. City Administrator Robert Wood.
  - a. Staff Briefing. **City Administrator Robert Wood explained that for Travis County to purchase property, they must have approval from all of the lentities that use the appraisal district.**
  - b. Public Hearing: **No one spoke.**
  - c. Deliberation and action.

**COUNCILMEMBER McCOLLOUGH MOTIONED TO APPROVE THE RESOLUTION. COUNCILMEMBER SOUTH SECONDED THE MOTION AND IT PASSED BY 3-0 VOTE.**

10. Administration: Discussion/decision on purchase of EnerGov software and upgrade to Incode software for city operations. Councilmember Brian Plunkett and City Administrator Robert Wood.
- a. Staff Briefing. **City Administrator Robert Wood shared that software has been made available sooner than expected and briefed Council on the benefits these programs have to offer City operations. A fiscal note will be brought back to Council.**
  - b. Deliberation and action.

**COUNCILMEMBER WALKER MOTIONED TO AUTHORIZE THE MAYOR TO SIGN CONTRACTS REALTED TO THE INCODE AND ERNERGOV SOFTWARE PROGRAMS THE CITY WOULD PURCHASE AND PUT IN PLACE, FROM THE BRUSH PICK UP SAVINGS. COUNCILMEMBER SOUTH SECONDED THE MOTION AND IT PASSED BY 3-0 VOTE.**

11. Legislative Matters: Update on matters pending before the Texas Legislature that may affect municipal operations or regulations. Assess impact of bills involving issues such as administration, budget, fire safety, land use, personnel, public safety and utilities. Consider need for testimony, resolutions or other forms of advocacy. City Administrator Robert Wood.
- a. Staff Briefing. **City Administrator Robert Wood briefed Council on current legislative issues relevant to the City.**
  - b. Executive Session per Texas Government Code, Section 551.071 for Consultation with Attorney.
  - c. Deliberation and action.

**No Council action was taken.**

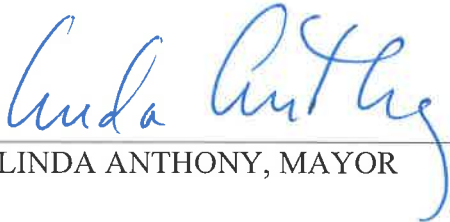
12. Administration: Update on City and other area infrastructure improvement projects including Bee Cave Road, drainage master plan, Water District 10, and replacement of water line on Westlake Drive, Camp Craft Road. City Administrator Robert Wood.
- a. Staff Briefing. **Mayor Anthony explained that Camp Craft has been surveyed but no work has been done. A contract was signed with Kimley Horn, traffic engineer, to look at the Buckeye and Bee Cave intersection.**
  - b. Public Hearing: **No one spoke.**
  - c. Deliberation and action.

**No Council action was taken.**

13. Personnel: Discussion/decision regarding acceptance of resignation of City Secretary Lacie Hale. Mayor Linda Anthony.
- a. Staff Briefing. **Mayor Anthony thanked City Secretary Lacie Hale for her service to the City.**
  - b. Executive Session per Texas Government Code, Section 551.074 for Consultation with Attorney.
  - c. Deliberation and action.

**No Council action was taken.**

**14. Adjourned by Mayor Linda Anthony at 8:45 pm.**

  
LINDA ANTHONY, MAYOR

Attest:

  
CITY SECRETARY



These minutes were approved on the 22<sup>nd</sup> day of May, 2019.