

MINUTES OF CITY COUNCIL REGULAR MEETING
CITY OF WEST LAKE HILLS, TEXAS
Wednesday, January 11, 2017
7:05 p.m.

Present: Mayor Linda Anthony, Mayor Pro Tem Stan Graham Councilmembers Rhonda McCollough, Jim O'Connor, Brian Plunkett and Darin Walker.

Absent: None.

1. **Called to Order by Mayor Linda Anthony at 7:08 p.m.**
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 December 14, 2016 Regular Meeting Minutes. City Secretary Lacie Hale.

COUNCILMEMBER McCOLLOUGH MOTIONED TO APPROVE THE CONSENT AGENDA. COUNCILMEMBER WALKER SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

4. **Utilities:** Discussion/decision on a proposed Utility Facilities Construction and Conveyance Agreement to extend a wastewater main from 688 Cortona Drive to Westlake Drive with two new connections (688 and 622 Cortona Drive) Applicants Greg Christopher and Dan Myrick.
 - a. **Staff Briefing.** City Administrator Robert Wood explained that the agreement is to extend a wastewater main. The Wastewater Commission has reviewed it and they recommend approval. Wastewater Chair Larry Hanrahan explained that the city attorney reviewed the agreement and the city engineer reviewed the plans. At the meeting, Wastewater Commission approved with unanimous approval.
 - b. **Public Hearing:**

Applicant and Resident of 688 Cortona Greg Christopher explained his professional background along with why he thinks sanitary sewer is so important to the environment.

- c. Deliberation and action.

COUNCILMEMBER McCOLLOUGH MOTIONED TO APPROVE THE WASTEWATER EXTENSION. MAYOR PRO TEM GRAHAM SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

5. Utilities: Discussion/decision on a proposed Utility Facilities Construction and Conveyance Agreement to extend a wastewater main from 1109 Westlake Drive to 1113 Westlake Drive with one new connection (1113 Westlake Drive)
 - a. Staff Briefing.
 - b. Public Hearing: All persons wishing to speak for or against shall be heard.
 - c. Deliberation and action.

Item was not discussed.

6. Finance: Quarterly update on Fiscal Year 2016-2017 City Budget. Finance Officer Vonda Ragsdale.
 - a. Staff Briefing. **City Administrator Robert Wood explained that he met with the Finance Sub-Committee and Finance Officer Vonda Ragsdale to discuss ideas to improve the Quarterly Finance Report. Finance Officer Vonda Ragsdale reviewed the quarterly report with Council.**
 - b. Public Hearing: No one spoke.
 - c. Deliberation and action.

Council shared their feedback regarding the presented report. They requested the report be posted on the website with language explaining the revenues versus expenditures amount in the column named budget balance.

7. Administration: Discussion/decision regarding amendment to the City Code requirements for notices for public hearings before Board of Adjustment, City Council, and Zoning and Planning Commission (West Lake Hills City Code Sections 28.03, 38.04 and 38.05). City Administrator Robert Wood.
 - a. Staff Briefing. **City Administrator Robert Wood briefed Council that this amendment requires the city to handle notices, instead of the applicants, and also implement a fee to compensate for postage and staff time.**
 - b. Public Hearing: No one spoke.
 - c. Deliberation and action.

COUNCILMEMBER PLUNKETT MOTIONED TO APPROVE THE CODE AMENDMENT. COUNCILMEMBER WALKER SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

8. 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. **City Administrator Robert Wood shared that Water District #10 should be coming to Council soon to discuss their new property on Bee Cave Road. Engineering is in the works for Camp Craft Road, but no construction will be done this year. Mayor Anthony updated Council that there is equipment on Westwood Terrace to build the trench. City**

Administrator Robert Wood added that the City of Austin removed the chain link fences on Redbud Trail.

- b. **Public Hearing: No one spoke.**
- c. Deliberation and action.

No action was taken.

- 9. **Public Works:** Discussion/decision relating to proposed or potential purchase or lease of property necessary for the Bee Cave Road/RM 2244 Project, owned by Paul Jacobs Family, LLC and located at 4800 Bee Cave Road (TXDOT Parcel 8).
 - a. Executive Session per Texas Government Code, Section 551.071 for Consultation with Attorney and 551.072 Deliberation Regarding Real Property.
 - b. **Public Hearing: All persons wishing to speak for or against shall be heard.**
 - c. Deliberation and action.

Item was not discussed.


- 10. **Personnel:** Discussion of compensation for Ashby Grundman and Vonda Ragsdale. City Administrator Robert Wood.
 - a. Executive Session per Section 551.074 of the Texas Government Code for Personnel Matters.
 - b. **Public Hearing: No one spoke.**
 - c. Deliberation and action.

COUNCIL HELD AN EXECUTIVE SESSION ON ITEM #10 FROM 8:15 PM TO 9:00 PM.

COUNCILMEMBER McCOLLOUGH MOTIONED THAT WITH CONSISTENT WITH THE OFFER LETTER AND THE SATISFACTORY PERFORMACE, VONDA RAGSDALE'S SALARY WILL BE INCREASED BY \$1,330 EFFECTIVE DECEMBER 20, 2016. MAYOR PRO TEM GRAHAM SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

- 11. **Adjourned by Mayor Linda Anthony at 9:01 p.m.**

Certificate



LINDA ANTHONY, MAYOR

ATTEST:



LACIE HALE, CITY SECRETARY

