

MINUTES OF CITY COUNCIL REGULAR MEETING
CITY OF WEST LAKE HILLS, TEXAS
Wednesday, January 24, 2018
7:00 p.m.

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

Absent: None.

1. **Called to Order by Mayor Linda Anthony at 7:05 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 January 10, 2018 Regular Meeting Minutes. City Secretary Lacie Hale.
 - b. Approval of the January 10, 2018 Special Meeting Minutes. City Secretary Lacie Hale.
 - c. **Public Safety:** Approval of the Public Safety Report for December 2017. Chief Scott Gerdes.
 - d. **Administration and Personnel:** Discussion/decision on Ordinance 450, an ordinance of the City of West Lake Hills calling a General Election, establishing the procedure for the General Election for City Officers to be held on May 5, 2018 in the City of West Lake Hills, Texas, and providing matters relating to the Election.

(Discusion/decision de Ordenanza 450, una ordenanza de la Ciudad de West Lake Hills convocando una Eleccion General y estableciendo el procedimiento para la Eleccion General para Oficiales Municipales para ser celebrada el 5 de mayo, 2018 en la Ciudad de West Lake Hills, Texas, y proporcionando asuntos relacionados con la eleccion.)

COUNCILMEMBER WALKER MOTIONED TO APPROVE THE CONSENT AGENDA WITH THE ADDITION OF AGENDA ITEMS 8, 9, 10, 11, AND 13 FOR APPROVAL. COUNCILMEMBER PLUNKETT SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

4. Administration: Review quarterly permit report presented by Building Inspector David Brasich.
 - a. **Staff Briefing.** City Administrator Robert Wood explained that he and staffed worked together to decide what type of information would be included in the report. They are open to any changes that Council may have. City Inspector David Brasich gave a brief overview of the statistics for permits issued and closed out. He also included information for site inspections and issued notice of violations.
 - b. Public Hearing: No one spoke.
 - c. Deliberation and action.

Council asked about the process for site visits, and how the notice of violations are issued.

No Council action was taken.

5. Public Safety: Discussion/decision regarding code amendment to adopt new building codes. City Administrator Robert Wood.
 - a. **Staff Briefing.** City Administrator Robert Wood explained that every few years the building codes are updated. The City of Austin recently adopted the 2015 building codes so it would be consistent, within the region, if West Lake Hills adopted the same building codes.
 - b. Public Hearing: No one spoke.
 - c. Deliberation and action.

Council asked if there were any amendments to the building codes, and how accessible it will be to the public.

COUNCILMEMBER McCOLLOUGH MOTIONED TO APPROVE THE NEW BUILDING CODES. COUNCILMEMBER SOUTH SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

6. Finance: Discussion/decision on quarterly budget update. Finance Officer Vonda Ragsdale.
 - a. **Staff Briefing.** Finance Officer Vonda Ragsdale presented the quarterly budget report for October, November, and December of 2017.
 - b. Public Hearing: No one spoke.
 - c. Deliberation and action.

Council asked about the property tax revenue and fund balances.

No Council action was taken.

7. Land Use: Discussion/decision on scope of work for creation of Capital Improvement Program from K. Friese and Associates. City Engineer Vicki Ortega.
- a. Staff Briefing. City Engineer Vicki Ortega explained that the proposed scope of work is to create a capital improvement program for the City. It will take the drainage and pavement programs then combine them into a single prioritized list. It will designate what projects need to be done each year, for a 10-year period.
 - b. Public Hearing: No one spoke.
 - c. Deliberation and action.

Council asked what the annual allotment was for the projects, the costs for annual maintenance, and total timeframe for plan.

COUNCILMEMBER McCOLLOUGH MOTIONED TO APPROVE THE SCOPE OF WORK FOR K. FRIESE. MAYOR PRO TEM O'CONNOR SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

8. Land Use: Proposed Amendment to an approved Commercial Monument Sign for Baylor Scott & White Clinic at 1001 Westbank Drive. (Section 32.03.007 of the West Lake Hills Code.) Applicant Jennifer Garcia.
- 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.

Moved to consent agenda for approval.

9. Land Use: Proposed Final Plat of Lots 1, 2 and 3 of the W. Sparks Subdivision (True North Subdivision) at 1200 Westlake Drive. (Chapter 36 of the West Lake Hills Code.) Applicant Austin Pitner.
- 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.

Moved to consent agenda for approval.

10. Land Use: Proposed Release of Easement and partial release of an easement at 22 Sugar Shack Drive. (Section 36.01.018 of the West Lake Hills Code.) Applicants Christopher and Brittany Keyland.
- 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.

Moved to consent agenda for approval.

11. Land Use: Approval of a Commercial Building Permit for Shepherd of the Hills Lutheran Church at 3525 Bee Cave Road. (Section 22.02.005 of the West Lake Hills Code.) Applicant Bill Dawson.
- Staff Briefing.
 - Presentation by applicant.
 - Public Hearing: All persons wishing to speak for or against shall be heard.
 - Deliberation and action.

Moved to consent agenda for approval.

12. Land Use: Proposed Commercial Site Plan Amendment and Commercial Building Permit for an outdoor playground for Kerbey Lane Café at 701 South Capital of Texas Highway, Suite M600. (Section 28.03.098 of the West Lake Hills Code.) Applicant Richard Weiss.
- Staff Briefing. City Planner Ashby Grundman explained that the request is to add a playground. The applicant is using pervious pavement and removing the concrete pad. There is no net increase. The playground will be fenced in completely and the only access is through the restaurant or patio on the side.**
 - Presentation by applicant. Applicant's Representative Rouke Mulder explained that fence is black and boulders will be in front of it. Trees will also be kept for shade.**
 - Public Hearing: **No one spoke.**
 - Deliberation and action.

Council asked about the size of the playground, height of the trees, and what material will be used for the pavers.

COUNCILMEMBER PLUNKETT MOTIONED TO APPROVE THE SITE PLAN AMENDMENT AND BUILDING PERMIT FOR THE OUTDOOR PLAYGROUND FOR KERBEY LANE CAFE. COUNCILMEMBER WALKER SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

13. Land Use: Proposed Commercial Wall Hanging Sign for Birds Barbershop at 3736 Bee Cave Road, Suite 2. (Section 32.03.008 of the West Lake Hills Code.) Applicant Michael Portman.
- Staff Briefing.
 - Presentation by applicant.
 - Public Hearing: All persons wishing to speak for or against shall be heard.
 - Deliberation and action.

Moved to consent agenda for approval.

14. Land Use: Discussion regarding process for evaluation and discussion of proposals received for potential sale of 110 Westlake Drive (property currently owned by the City of West Lake Hills.) Mayor Linda Anthony.
- Staff Briefing. Mayor Linda Anthony explained that this agenda item is to discuss the criteria that will be used to evaluate the proposals. City**

Administrator Robert Wood added that information has been sent out for tonight's meeting and the meeting on February 18, 2018.

b. Public Hearing:

Robyn Braun, adjacent neighbor of the entire south side of 110 Westlake Drive, asked for clarification on criteria #4, about negotiating a developmental plan. It seems like a never-ending process. She also asked about the rules for how many parking spaces are allowed. Requested Council to consider a way to estimate traffic at peak hours, use of comparable land cost to evaluate the proposals, required variances, environmental impact, overhead lighting, and evaluate items for information that was not provided in the proposal, as suggestions for the criteria.

c. Deliberation and action.

Council decided that they will not consider the proposal that did not include a price. They advised staff to notify the applicant that they will not need to attend the February 18, 2018 town hall meeting.

Council added these items to the criteria for consideration: traffic analysis, buildings situated on the property (specifics to trees, sensitivity to neighbors, preservation of greenspace) noise, fair market value, lighting, building height, impervious cover, drainage impact, building materials (green design) and generation of sales tax.

No Council action was taken.

15. Public Safety: Discussion/decision regarding code amendment to set speed limit on Ledgeway to 20 miles per hour. Mayor Linda Anthony.

a. Staff Briefing. Mayor Linda Anthony explained that the current speed limit is 30 miles per hour. A resident wrote a letter stating he appreciated the consideration to lower the speed limit. City Engineer Vicki Ortega explained that a speed analysis was based on the geometry of the road only. The engineer recommendation is 20 miles per hour.

b. Public Hearing:

Todd Scott of 800 Ledgeway shared his appreciation for consideration to lower the speed limit.

c. Deliberation and action.

Council discussed lowering the speed limit to 15 miles per hour, and additional signage.

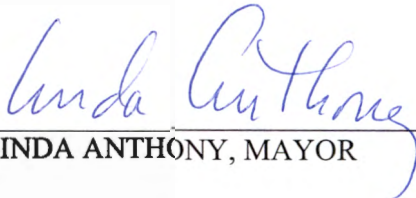
COUNCILMEMBER McCOLLOUGH MOTIONED TO ADOPT THE AMENDMENT TO LOWER THE SPEED LIMIT ON LEDGEWAY, LEDGEWAY EAST AND LEDGEWAY WEST TO 15 MILES PER HOUR AND AT THE T INTERSECTION ADD TWO SIGNS TO THE SAME POLE, ONE FOR PEDESTRIANS THE OTHER FOR THE NEW SPEED LIMIT. MAYOR PRO TEM O'CONNOR SECONDED THE MOTION AND IT PASSED BY 5-0 VOTE.

16. 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 provided an update on the Bee Cave Road project. TXDOT is actually paving the lanes on Bee Cave Road near St. John Neumans, Austin Energy has started removing the utility poles, and the estimated completion date is 2019. Water District #10 is still in the design phases for the work near Wildcat Hollow and upper Yaupon Valley Road. City Administrator Robert Wood shared that Mayor Anthony was a speaker at the recent Chamber Luncheon. Mayor Anthony added that the City of Rollingwood is interested in pursuing a central turn lane on their stretch of Bee Cave Road, from Walsh Tarleton to Mopac. City Administrator Robert Wood then explained that Central Texas Regional Mobility Authority will be rolling out proposals regarding South Mopac.
 - b. Public Hearing: No one spoke.
 - c. Deliberation and action.

No Council action was taken.

17. Adjourned by Mayor Linda Anthony at 9:15 pm.

Certificate


LINDA ANTHONY, MAYOR

ATTEST:


LACIE HALE, CITY SECRETARY

