



**REGULAR MEETING OF THE CITY COUNCIL
TUESDAY JUNE 12, 2018
MINUTES**

CALL TO ORDER

A meeting of the City Council ("Council") of the Village of The Hills ("the Village") was held at the Village Offices at 102 Trophy Drive, The Hills, Texas 78738. Mayor Eric Ovlen called the meeting to order at 9:00 a.m. and the roll was called of the duly constituted officers and members of the Council to wit:

Eric B. Ovlen, Mayor
Hilda Potsavich, Councilmember, Secretary
Robert Smith, Councilmember

J.R. Smith, Mayor Pro Tempore
Jim Nelson, Councilmember, Treasurer
George Spencer, Councilmember

and all of said persons were present, except George Spencer, thus constituting a quorum.

Also present were Wendy Smith May and Linda Lunney representing general management for The Hills; Terry Browder, Emergency Management and Constable Ernie Rivera.

PLEDGE OF ALLEGIANCE

Secretary Potsavich led the pledge.

APPROVAL OF MINUTES

1. Minutes of May 8, 2018 Regular meeting

Secretary Potsavich moved approval of the minutes of May 8, 2018 Regular meeting with correction; Treasurer Nelson seconded the motion which carried unanimously.

PRESENTATIONS

1. Law Enforcement

Constable Rivera reviewed his written report showing: 25 traffic stops, 25 warnings consisting of 20 residents, 2 visitors and 3 contractors. The average speed from violators stopped was 37 mph. Mayor Pro Tempore J.R. Smith requested the Constable to remind people not to drive golf carts on the walking trails or park cars on the trails.

2. Emergency Management Coordinator

Terry Browder discussed personnel movement at FEMA. He mentioned giving the main gate a list of city contact information in the event of an emergency.

3. Safety Committee Liaison

The Mayor discussed the need for cooperation between Security and the Constables on issues in The Hills. The Mayor has attempted to have the POA and the Village meet to discuss recommended solutions to traffic issues. The POA Board has not been available. The Mayor recognizes there is a speeding problem in The Hills but lowering the speed limit may not be the answer. Discussion with the POA to find the best solution is necessary.

4. Hills Club Liaison

Dialogue and cooperation continues.

5. Youth Advisory Commission Liaison

Wendy Smith May discussed the new members resulting from the letter sent to high schoolers and their families. The Commission has planned a Splash Fest event for school-aged children. Ms. May reported that the Salvation Army gratefully accepted the purses and toiletries for homeless women collected by the YAC.

6. POA Liaison

The POA did not meet in May. A pet Station was installed, with POA permission, by the Lohman's entrance.

7. Park Liaison

Councilmember Robert Smith reported that the Commission now has nine members and a resident that is interested in joining may be asked to head up the Friends of the Park. An Eagle Scout project being discussed is a Horseshoe and Washer Pit. Many ideas were discussed and voted on during a Strategic Planning Session and will be presented at the next Council meeting. The Commission agreed that by adding the caveat to the reservation application that, if left in poor condition, the applicant will be banned from future reservations, should resolve most clean-up issues.

8. Press Liaison

Treasurer Nelson reported that pictures from the Dog Park opening should appear in this month's Impact.

9. Fence Committee

Wendy Smith May and Mayor Pro Tempore J.R. Smith surveyed the Fencetece fence to evaluate its condition. Previous grouting of cracks along the fence seems to be holding well. There is also an issue of debris blocking the drainage panels. The results of the survey will be presented to the Council.

10. Finance Report/Treasurer's Report

Wendy Smith May reviewed the written report. Based on current figures the end of the year budget should be balanced, with expenditures under budget.

Secretary Potsavich moved approval of the Finance Report; Councilmember Robert Smith seconded the motion which carried unanimously.

11. Hurst Creek MUD

Mayor Pro Tempore J.R. Smith reported that the staff is working hard on the Tyler implementation and the MUD is considering paying down some bonds. He also commended the MUD staff on their proficient competency.

12. City Manager

Wendy Smith May is excited about the end results of the Tyler conversion, although it is requiring a substantial amount of time for training and set up.

13. Park and Youth Advisory Commission appointments

Secretary Potsavich moved to appoint Mary Anne Grimes to the Park Commission; Councilmember Robert Smith seconded the motion which carried unanimously.

Secretary Potsavich moved to appoint Karen Morter to the Park Commission; Treasurer Nelson seconded the motion which carried unanimously.

Secretary Potsavich moved to appoint Mark Whooley, Brooke Schwartzhoff and Luke Grimes to the Youth Advisory Commission; Treasurer Nelson seconded the motion which carried unanimously.

BUSINESS ITEMS

1. Consider authorizing a Debit Card for City purchases

Wendy Smith May discussed using a debit card for smaller tax-free purchases, keeping the card under strict controls.

Secretary Potsavich moved approval to obtain a debit card; Treasurer Nelson seconded the motion which carried unanimously.

2. Consider designating the following authorized signers for Village of The Hills bank accounts at PlainsCapital Bank

Treasurer Nelson moved to designate the following authorized signers for the Village of The Hills bank accounts at PlainsCapital Bank following established procedures:

*Eric B. Orlen
J.R. Smith
Hilda C. Potsavich
Robert Selden Smith
George Spencer
Jim Nelson
Wendy Smith May*

Secretary Potsavich seconded the motion which carried unanimously.

3. Discussion and possible action on an Ordinance of The Village of The Hills Repealing Ordinance 2018-02; Providing Definitions; Declaring Oak Wilt to be a Public Nuisance; Providing for Inspection and Notice; Requiring the Owner of Property to Abate the Nuisance within Thirty

Days After Notice; Providing for Enforcement; Providing Regulations for the Trimming of Oak Trees; Providing for Liability for Failing to Remove Dead or Diseased Red Oak
Secretary Potsavich reviewed the revised Ordinance with changes recommended by Clay Bales, Texas A&M Forester.

Councilmember Robert Smith moved approval of Ordinance No. 2018-04; Secretary Potsavich seconded the motion which carried unanimously.

4. Discussion and possible action to establish a Parent Advisory Committee
Mayor Ovlen discussed the need for a committee or a focus group, to informally address the issues arising from the changing demographics in The Hills. The focus of the group would be to give input on ways to keep the community contemporary.

Secretary Potsavich moved to give the Mayor leave to create an all-inclusive name for the committee; Councilmember Robert Smith seconded the motion which carried unanimously.

5. Discussion and possible action regarding the Dog Park
The total cost of creating the Dog Park was \$15,229.00. This item will be taken off future agendas.

6. Discussion and possible action regarding the Walking Trail

Secretary Potsavich moved to authorize Mayor Ovlen to sign off on proceeding building the walking trail according to the engineer plan and previous motions; Councilmember Robert Smith seconded the motion which carried unanimously.

7. Discussion and possible adoption of Strategic Plan updates
Wendy Smith May lead a review of the Strategic Plan Update meeting of April 14, 2018.
Some items of note:

Governance semi-annual meeting with all four entities:

- Short term – Mayor Ovlen will contact entities individually
- Long term - The hope is to get the all four groups together

Public Safety – The chair of the Security Committee should be a member; strengthening interagency communication should remain as a pending item.

Regional Involvement – Wendy Smith May and Mayor Ovlen met with Steve Jones, Lakeway City Manager, and discussed getting local mayors together.

Think Tank – creating a resident advisory committee should be added

Secretary Potsavich moved to adopt the Strategic Plan Update with changes; Treasurer Nelson seconded the motion which carried unanimously.

8. Discussion and possible action related to specifications for various city services and current agreements for contracted services

Ms. May discussed the need to re-negotiate City contracts, specifically mowing and cleaning services. She would like to create a committee to help revise/create specs for mowing, pet station maintenance and Park restroom cleaning, consisting of Ms. May, a Park Commission and a common area representative.

Secretary Potsavich moved to go into Executive Session; Treasurer Nelson seconded the motion which carried unanimously.

The City Council came out of Executive Session and reconvened the regular meeting.

BUDGET WORKSHOP FOR THE 2018-2019 FISCAL YEAR

Wendy Smith May led a discussion on elements to take into consideration in creating the budget:

Revenue concerns:

- Golf course renovation is not a concern for the next fiscal year
- Salaries
- Capital reserve fund to enable continuation of walking trail; park playground equipment replacements; improvements outside of fence

Revenue sources:

- Bonds
- Property tax increase – for short-term (walking trail) long-term (park playground improvements, etc.

A 4-cent increase, bring the tax to 10 cents is suggested. Ms. May will prepare figures showing the 4-cent increase and possible ramifications of a roll-back.

Mayor Pro Tempore J.R. Smith moved the budget for Fiscal Year 2018-2019 be prepared based on a 4-cent tax increase; Treasurer Nelson seconded the motion which carried unanimously.

ANNOUNCEMENTS AND REQUESTS

1. New business items to be included on the next agenda.

Mayor Pro Tempore J.R. Smith read his letter of resignation, effective with the next City Council meeting, July 10, 2018.

PUBLIC COMMENT FROM ATTENDING VISITORS AND GUEST

There were no comments.

EXECUTIVE SESSION

The Mayor and City Council may adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code including, but not limited to, Sections §441.071 (Consultation with attorney), §551.072 (Deliberations

about Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Devices), §551.087 (Economic Development), §418.183 (Deliberations about Homeland Security Issues), and as authorized by the Texas Tax Code including, but not limited to Section 321.3022 (Sales Tax Information).

1. Consultation regarding the Interlocal Agreement with Travis County Constable Pct.
The City Council went into Executive Session at 11:55 a.m.

RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY ACTION RELATING TO THE EXECUTIVE SESSION AS DESCRIBED ABOVE.

The City Council came out of Executive Session at 12:36 p.m.

No action was taken.

ADJOURNMENT

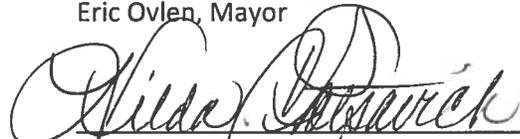
Treasurer Nelson moved to adjourn the meeting at 2:00 p.m.; Councilmember Robert Smith seconded the motion which carried unanimously.

Signed this 10th day of July 2018.

(Seal)




Eric Ovlen, Mayor


Hilda Potsavich, Secretary