



**REGULAR MEETING OF THE CITY COUNCIL
TUESDAY AUGUST 14, 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

Jim Nelson, Councilmember, Treasurer
George Spencer, Councilmember

and all of said persons were present thus constituting a quorum.

Also present were Wendy Smith May and Linda Lunney representing general management for The Hills; Terry Browder, Emergency Management, Earl Wood, Hurst Creek MUD; Constable Ernie Rivera; Zac Carroll; Sharon Beard, 52 Club Estates and Mr. Barba, 208 The Hills Drive.

PLEDGE OF ALLEGIANCE

Councilmember Smith led the pledge.

CITY COUNCIL BUSINESS

1. Appointment of Zac Carroll to vacant Councilmember position

Secretary Potsavich moved to appoint Zac Carroll to the vacant Councilmember position; Treasurer Nelson seconded the motion which carried unanimously.

2. Election of City Council officers and Committee Appointments

Treasurer Nelson moved to appoint Councilmember Potsavich to Mayor Pro Tem; Councilmember Spencer seconded the motion which carried unanimously.

Mayor Pro Tem Potsavich moved to appoint Councilmember Smith to Secretary; Treasurer Nelson seconded the motion which carried unanimously.

Councilmember Carroll will sit on the following committees: Fence, Physical Assets (Strategic Plan). Secretary Smith will sit on the Walking Trail. There were no other changes.

APPROVAL OF MINUTES

1. Minutes of July 10, 2018 Regular meeting

Secretary Smith moved approval of the minutes of July 10, 2018 Regular meeting; Mayor Pro Tem Potsavich seconded the motion which carried unanimously.

PRESENTATIONS

1. Law Enforcement

Constable Rivera reviewed his written report showing: 18 traffic stops, 18 warnings and 0 citations consisting of 12 residents, 3 visitors and 2 contractors. The average speed from violators stopped was 38.5 mph. He stated that wherever the radar sign was positioned traffic seemed to slow down.

2. Emergency Management Coordinator

Terry Browder reported that the Lakeway Police Department planned on placing cameras on top of the new facility.

3. Safety Committee Liaison

Mayor Ovlen reported that the new QuickPass system should go live sometime in September.

4. Hills Club Liaison

Dialogue and cooperation continues.

5. Youth Advisory Commission Liaison

Wendy May Smith reported that SplashFest was reviewed at the recent meeting. The event was very successful and the group plan to hold the event again next year. They also discussed and planned events and projects for the coming year.

6. POA Liaison

Mayor Pro Tem Potsavich reviewed her written report:

- The Board accepted Anne Hewgley's resignation and voted Larry Mayo to assume the Presidency until the January election.
- The Board signed a contract with a CPA to proceed with pursuing the tax-exempt designation.
- The A/C Rule Book revisions are complete and ready to be filed and made official. The Village Diseased Tree Ordinance has been added as an attachment to the Rules.
- Will Hamilton was approved to take the vacant position created by Anne Hewgley's resignation.
- Numerous residents attended the meeting in opposition of roof cleaning requirements. The issue was put on hold to review the method of notification but will still be considered required home maintenance.

7. Park Liaison

Councilmember Robert Smith reported that the Commission formed 3 subcommittees: Maintenance, Event Volunteers (Friends of The Parks), and Fund Raising. The next event is CountryFest. It was suggested that building a new bulletin board in the park would be a good Eagle Scout project.

8. Press Liaison

Treasurer Nelson discussed the front-page article in the Lake Travis View on J.R. Smith's retirement.

9. Finance Report/Treasurer's Report

Wendy Smith May reviewed the written report.

Mayor Pro Tem Potsavich moved approval of the Finance Report; Treasurer Nelson seconded the motion which carried unanimously.

10. Hurst Creek MUD

Treasurer Nelson review his written report including:

- The Board approved Bond Counsel's new firm.
- The Board decided to retire \$105,000 of long-term debt.
- A resident has occupied their new home without a Certificate of Occupancy. The home has several outstanding drainage issues and the MUD is considering a possible course of action.
- Budget preparation for 2018-2019 is progressing.
- Zebra Mussel control program for the shared barge is on track to be in place by Fall.

11. City Manager

Wendy Smith May reported that there would be extra Constable patrols for the start of school. Ms. May met with the engineers on the walking trail. She will also investigate adding a second radar sign.

12. Mayor's Report

Mayor Ovlen reported on meeting with the POA about ongoing issues:

- The POA was informed that the Council approved placing cameras on pedestrian gates with corresponding signage
- Turn lane signage at the entrance of Lohman's gate.
- A master agreement from the POA for general authorization to release easements for future construction of the walking trail
- Oak Wilt signage in conjunction with the MUD water stage signage
- Quarterly meetings with the POA, MUD, Club and Village
- In response to the POA request to lower the speed limit on Hills Drive to 25 mph and 20 throughout the rest of the Hills, it was decided that a clear identification of the problem and consensus by the POA, Security, the Constable and the Village as to an enforceable solution as to the issue and the reasons why is needed.

The Mayor also met with State Representative Workman. They discussed growth of the surrounding area and the changing demographics of the Village and the issues arising from these changes.

13. Park and Youth Advisory Commission appointments

Mayor Pro Tem Potsavich approved the appointment of Prerana Patil to the Youth Advisory Commission; Councilmember Spencer seconded the motion which carried unanimously.

Mayor Pro Tem Potsavich approved the appointment of Josh Crawford to the Park Commission; Councilmember Carroll seconded the motion which carried unanimously.

BUSINESS ITEMS

1. Approval of the engagement letter for Jansen and Gregorczyk for the Audit of FY 2017-2018

Treasurer Nelson moved approval of the engagement letter for Jansen and Gregorczyk for the Audit of FY 2017-2018; Secretary Smith seconded the motion which carried unanimously.

2. Discussion and Possible Action to authorize the City Manager to enter into an agreement with the Local Government Purchasing Cooperative (BuyBoard) and Houston-Galveston Area Council (HGAC)

Mayor Pro Tem Potsavich moved to approve the City Manager to enter into an agreement with BuyBoard and HGAC; Councilmember Carroll seconded the motion which carried unanimously.

3. Approval of an Amendment to the Interlocal Agreement with the Constable's Office to correct the fiscal year dates

Treasurer Nelson moved approval of an Amendment to the Interlocal Agreement with the Constable's Office to correct the fiscal year date for September 1 to October 1; Mayor Pro Tem Potsavich seconded the motion which carried unanimously.

4. Discussion and possible action relating to payment for Emergency Management services
Wendy Smith May reported on a recommendation by the auditors to pay a flat monthly fee for Emergency Management services rather than on a reimbursement basis.

Councilmember Spencer moved approval to pay a flat monthly fee for Emergency Management services; Mayor Pro Tem Potsavich seconded the motion which carried unanimously.

5. Presentation of the Proposed Budget for FY 2018-2019

Ms. May reviewed the proposed budget for FY 2018-2019. The budget is based on a \$0.10 tax rate. Pending the adoption of the rate, staff recommends transferring 75% of the difference in revenue between the current and proposed rates to the Capital Projects Fund for construction of the walking trail. Total General Fund revenue in the proposed FY 18-19 budget is \$767,295.

Recommendations for the coming year:

- Codification of Ordinances
- Welcome packet
- Intern to review policies, procedures, etc.
- Seal Coat and restripe The Hills Drive
- Ribbon Curb on The Hills Drive

Mayor Pro Tem Potsavich moved to approve recommendations with 2-year payment plan for codification; Councilmember Carroll seconded the motion which carried unanimously.

6. Consider approval of an Ordinance transferring from the Unrestricted Fund Balance to the Capital Projects Fund for FY 2017-2018

Secretary Smith moved approval of an Ordinance transferring from the Unrestricted Fund Balance to the Capital Projects Fund for FY 2017-2018; Councilmember Spencer seconded the motion which carried unanimously.

ANNOUNCEMENTS AND REQUESTS

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

PUBLIC COMMENT FROM ATTENDING VISITORS AND GUEST

Sharon Beard, 52 Club Estates appeared to express her concern of traffic speed on The Hills Drive especially by the Country Club. She suggested lowering the speed limit and placing additional speed limit signs throughout the area.

Treasurer Nelson moved to adjourn to Executive Session at 11:12 am; Mayor Pro Tem seconded the motion which carried unanimously.

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).

- Presentation and Discussion of the Proposed Budget

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

Mayor Pro Tem Potsavich moved concurrent with the reclassification from Village Manager to City Manager, the City Manager's salary will be adjusted to \$93,000, effective September 1, 2018; Treasurer Nelson seconded the motion which carried unanimously.

Councilmember Spencer moved approval of the City Manager's salary for Fiscal Year 2018-2019 be set at \$99,975, effective October 1, 2018; Councilmember Carroll seconded the motion which carried unanimously.

ADJOURNMENT

The regular meeting was adjourned at 12:25 pm.

Signed this 11th day of September 2018.


Hilda Potsavich, Mayor Pro Tem


Linda Lunney, City Secretary

(Seal)

