



**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY JULY 9, 2019  
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 Orlen 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. Orlen, Mayor  
Hilda Potsavich, Mayor Pro Tem  
Robert Smith, Councilmember, Secretary

Jim Nelson, Councilmember, Treasurer  
George Spencer, Councilmember  
Zac Carroll, Councilmember

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

Also present were Wendy Smith May and Linda Lunney, Village of the Hills; Earl Wood, Hurst Creek MUD; Angie Beck, Hills POA; Javier Garcia and Will Mac, Plains Capital; and Julio Garcia and Rodney Thompson, BBVA .

**PLEDGE OF ALLEGIANCE**

Councilmember Carroll led the pledge.

**APPROVAL OF MINUTES**

1. Minutes of June 11, 2019 regular meeting.

*Councilmember Spencer moved approval of the minutes of the June 11, 2019 regular meeting with a typographical correction; Secretary Smith seconded the motion which carried unanimously.*

**APPROVAL OF FINANCE/TREASURER'S REPORT**

Wendy Smith May presented the written report showing a balance in the General Fund of \$733,750.69.

*Mayor Pro Tem Potsavich moved approval of the Finance Report; Secretary Smith seconded the motion which carried unanimously.*

## **REPORTS**

### **1. Law Enforcement**

The written report was reviewed showing: 3 traffic citations and 7 warnings of which 4 were residents, 3 visitors and 3 contractors. Golf cart stops were up this month and the constable is being diligent in stopping and talking to illegal drivers.

### **2. Security Committee Liaison**

The committee is now meeting every other month and there was no meeting this month.

### **3. Hills Club Liaison**

Mayor Ovlen reported that James Walsh was leaving at the end of the month. Councilmember Spencer suggested writing a letter expressing appreciation for all he has done and the council's hopes for continued cooperation with the Club in the future.

### **4. Youth Advisory Commission Liaison**

Wendy Smith May reported that members of the Parks and Recreation Commission have volunteered to help with Splash Fest on July 27<sup>th</sup>. Staff will send out an email blast before school starts to recruit new members for the YAC. Lakeway will be starting a YAC with the new school year.

### **5. POA Liaison**

Mayor Pro Tem Potsavich review her written report including:

- The POA was given tax exempt status effective retroactively from 11-13-2018.
- The Road Committee is currently working with Flintrock, some sub-associations and the Club on a joint seal coat project. Separate bids will be requested for each portion.
- The Community Garage Sale only had four participants.
- The community dumpster was not successful.
- Only 5 of the original 130 residents cited for dirty roofs have not complied. No more letters will be sent until the Board establishes a criterion.
- Lee Nelson resigned from the Board and Architectural Committee; a replacement will be appointed at the July meeting.
- Grand Manors is looking both internally and externally for a new manager and hopes to find a permanent replacement within 60 days.

### **6. Park Liaison**

Secretary Smith reported the following:

- Pat Younger resigned. The secretary position will alternate among the Commissioners monthly.
- There is new landscaping along the wall by the pavilion.
- Yappy Hour will be held every month.
- Country Fest will be held on September 28<sup>th</sup>. The Commission is sponsoring the event and intends to offer food to be purchased by event goers.
- Hills Fest will be held on November 3. The Parks and Recreation Commission and the POA will work together on the event.

## **7. Press Liaison**

Treasurer Nelson and Ms. May will prepare a press release on the City Council award for local publications once TML announces the award.

## **8. Hurst Creek MUD Report**

Hurst Creek MUD is working on the following:

- Chemical feeding for Zebra Mussels has started.
- Conversion of gas to liquid chlorine is progressing.
- The MUD Board will decide on an employee retirement system by September.

## **9. City Manager Report**

Wendy Smith May reported on the following:

- The topographical survey of the park has been received.
- The Constable is planning on a 36% increase in the contract for 2021. Mrs. May, the Mayor and Secretary Smith will investigate possible alternatives for future coverage.
- Working through policies – social media policy is next.

## **10. Mayor's Report**

Mayor Ovlen reported on meeting with Patty Akers, the new city attorney. She will attend a future meeting to be introduced to the Council.

## **APPOINTMENTS**

The profiles of Robert Richer and Kendra Diamond were presented for consideration of appointment to the Parks and Recreation Commission.

*Mayor Pro Tem Potsavich moved approval of Robert Richer and Kendra Diamond's appointment to the Parks and Recreation Commission; Councilmember Spencer seconded the motion which carried unanimously.*

## **PRESENTATIONS**

### **1. Legislative Update by Representative Goodwin**

Representative Goodwin was called away by Homeland Security and will attend a later meeting.

### **2. Depository Banking Presentations**

- Javier Garcia and Will Mac presented the RFP for PlainsCapital.
- Julio Garcia and Rodney Thompson presented the RFP for BBVA.

## **BUSINESS ITEMS**

### **1. Consider and Award Bank Depository Services (RFP #2019-01), and Authorize the Mayor and City Manager to negotiate and execute a Bank Depository and Collateral Agreement for the term beginning September 1, 2019 through September 30, 2024**

Discussion of pros and cons of each institution ensued. Rodney Thompson is a resident of The Hills but will not be a mitigating factor in the selection. The City has been satisfied with the services of PlainsCapital

for several years and the disruption of changing banks is an important factor in the decision. It was suggested that mobile banking be included in any negotiation of services.

*Treasurer Nelson moved to stay with PlainsCapital and maximize additional features; Secretary Smith seconded the motion which carried unanimously.*

*Councilmember Spencer moved to amend the motion to include negotiating fees where applicable; Treasurer Nelson accepted the amendment.*

**2. Consider Resolution #2019-02 Reviewing and Adopting the City's Investment Policy, as required annually by the Public Funds Investment Act**

The City's current investment policy was reviewed and adopted by Council last year and staff does not recommend any changes. Ms. May will present investment recommendations at a future meeting.

*Mayor Pro Tem Potsavich moved approval to adopt the City's Investment Policy; Councilmember Carroll seconded the motion which carried unanimously.*

**3. Consider and Award Auditing Services (RFP #2019-02) and Authorize the Mayor and City Manager to negotiate and approve an engagement letter with the selected firm**

Singleton, Clark & Company, PC and Montemayor Britton Bender PC are the firms which submitted proposals for audit services. The review committee recommend the services of Singleton, Clark & Company.

*Mayor Pro Tem Potsavich moved to authorize the Mayor and City Manager to negotiate and approve an engagement letter with Singleton, Clark & Company, PC; Councilmember Spencer seconded the motion which carried unanimously.*

**4. Consider Park Use Policy and Committee**

Wendy Smith May led a discussion on park policy and the need to clarify who can hold a commercial event including food for purchase. Parameters of types of events permitted also need clarification. Changing the name from Village Park to City Park was also discussed. The Mayor suggested a committee of 1 to 2 Park Commissioners, Councilmember Smith and the City Manager work on the Policy, presenting recommendations to the City Council.

**5. Discussion of Solid Waste Services and related matters.**

Wendy Smith May reported that the amendment approved by Council last month has been fully executed. Specifics such as quarterly collection dates are being finalized for inclusion in a letter to residents regarding new and expanded services. A \$1 increase in the cost of services will be included in the 2019-2020 budget. Staff recommends increasing the trash fee to \$21 a month per account starting October 1, 2019.

**ANNOUNCEMENTS AND REQUESTS**

Councilmember Spencer asked to have up-dating wireless reception in The Hills on the August agenda. Mayor Pro Tem Potsavich stated the importance of managing the fungus on several trees in The Hills and getting the residents involved in the affected areas.

**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).*

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

**ADJOURNMENT**

*Mayor Pro Tem Potsavich moved to adjourn at 11:54 am; Councilmember Carroll seconded the motion which carried unanimously.*

Signed this 13<sup>th</sup> day of August 2019.

  
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Eric B. Orlen, Mayor

  
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Linda Lunney, City Secretary

(Seal)

