



**REGULAR MEETING OF THE CITY COUNCIL
TUESDAY DECEMBER 12, 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 except Zac Carroll thus constituting a quorum.

Also present were Wendy Smith May and Linda Lunney, Village of the Hills; Constable DeLira; Earl Wood, Hurst Creek MUD; Jason Day and Sidney Novak from AT&T.

PLEDGE OF ALLEGIANCE

Mayor Orlen led the pledge.

PUBLIC COMMENT

There were no comments.

APPROVAL OF FINANCE/TREASURER'S REPORT

Wendy Smith May reviewed the written report. Another investment was made with TexPool. Next month the first Quarterly Investment Report will be presented to the Council.

Mayor Pro Tem Potsavich moved approval of the Finance/Treasurer's Report; Secretary Smith seconded the motion which carried unanimously.

REPORTS

1. Law Enforcement

The written report was reviewed showing: 2 traffic citations and 15 warnings of which 6 were residents, 6 visitor and 5 contractors. Constable DeLira reported a good month with little problems.

2. Security Committee Liaison

The latest meeting concentrated on solutions to the recurring damage of the arms at the gates.

3. Hills Club Liaison

Mayor Ovlen reported on the developing dialogue with the new club General Manager.

4. Youth Advisory Commission Liaison

The Commission members discussed developing a communication campaign for new drivers and old, stressing common driving courtesy and laws, including golf cart regulations. They also plan to make a presentation at the volunteer dinner.

5. POA Liaison

The POA did not meet last month.

6. Park Liaison

Secretary Smith reported on the following:

- Robert Richer was elected Chair, Joe Middlebrook remains Vice-Chair and Shannon Smithson is Secretary
- Possibly setting up a washer pit
- Joe Middlebrook put up shelves and organized the storage room
- The Eagle Scout project this year is a free lending library
- A park master plan, including an amphitheater, was drafted
- Repairs are being done on the small playground
- Resident Dennis Jerke volunteered to develop detailed plans for an amphitheater

7. Press Liaison

Nothing to report

8. Hurst Creek MUD Report

Mayor Pro Tem reported that Hurst Creek MUD is working on the following:

- Cross-street culvert at Hedgebrook Cove and Way
- The MUD offices will be closed December 25th through the 27th as well as New Year's Day
- According to EPA, TCEQ and Homeland Security, the security around the water plant needs to be updated. Regulations state that unless a licensed operator is on the premises the gates must be locked. Once it is dark, the gates must be locked with or without an operator. To allow access to the conference room, all the buildings except the conference room will be fenced and locked at appropriate times. The buildings will be accessed by a key card and the front gate will be automated.

9. City Manager Report

Wendy Smith May reported on the following:

- She met with Lakeway and Bee Cave EMC group. The EMC will be located in Lakeway EOC with Lakeway Hospital as a back-up location
- Ms. May attended required Investment Funds Training, putting the City in compliance
- Repair of the pavilion roof will cost approximately \$1,500
- Post Wildfire Mitigation Grant, common areas need to be mapped out and re-assessed for maintenance. Using drones is one possibility.

10. Mayor's Report

The Mayor will be out of town from December 21 to January 1. Mayor Pro Tem Potsavich will assume his duties while he is away.

AT&T representative Jason Day and Sidney Novak gave a presentation on the need for small cells to improve cell phone/internet reception in The Hills. The nodes can be placed on 20-foot decorative poles that would replace existing poles holding stop signs. Currently only three would be required.

The Mayor suggested the GM's from all three entities develop a process for permitting tower or node usage and then presenting it to the boards for voting.

BUSINESS ITEMS

1. Swearing in of re-elected councilmembers

Councilmember Spencer was sworn in for another term.

2. Consider and Award Quote for Pet Waste Removal Services

Wendy Smith May presented two bids for consideration for Pet Waste Removal. Only two companies service our area and both quotes were very close. She recommended staying with the current provider, Lawn N' House.

Mayor Pro Tem Potsavich moved to accept Lawn N' House for pet waste removal; Councilmember Spencer seconded the motion which carried unanimously.

3. Consider and Approve an Ordinance Providing for Updated Service Credits on an Annual Basis for Service Performed by Qualifying Members of the Texas Municipal Retirement System Who at the Effective Date of the Allowance are Members of the Village of The Hills

This ordinance provides for Updated Service Credits within the TMRS retirement plan. It aligns the plan with comparable cities, while also helping employees maintain value of benefits over a career. No other plan options are included in the proposed plan change. The rate for 2020 would increase by 1.2 percent.

Mayor Pro Tem Potsavich moved approval of an Ordinance Providing for Updates Service Credits on an Annual Basis for Service Performed by Qualifying Members of the Texas Municipal Retirement System Who at the Effective Date of the Allowance are Members of the Village of The Hills; Treasurer Nelson seconded the motion which carried unanimously.

4. Consider and Approve a proposal from CivicPlus to redesign the City's website

This proposal from CivicPlus is for an upgrade/redesign of the City's website and additional training for staff. The current version does not include all the standard modules, likely because of budget constraints when the site was first developed with CivicPlus. Changes will make the site more streamlined to avoid multiple pages and links for the same information and will better highlight the most important public information. The objective is to improve ease of use for the public, Council and staff. Funds are budgeted in General Fund.

Treasurer Nelson moved to approve the CivicPlus proposal to redesign the City's website; Councilmember Spencer seconded the motion which carried unanimously.

5. Update on the Waking Trail project

Ms. May and Secretary Smith reported that there will be a bid conference tomorrow and the bid opening on December 18th. Construction is planned to begin around February or March. Ms. May will be meeting with an irrigation company for an estimate on irrigation repairs related to construction of the Trail.

6. Discuss the Strategic Plan and possible dates for the next Stakeholder meeting.

A community stakeholder meeting is tentatively scheduled for March; March 7th or 28th are preferred. Wendy Smith May reviewed the updated Strategic Plan. Mayor Ovlen reiterated that this is a dynamic document that will never be finished. He asked the council to review the plan and present ideas at the stakeholder meeting.

7. Consider Dates for the Volunteer Dinner

Suggested date is the 20th pending the Club's availability.

8. Discuss Census 2020 Communication Plans

The U.S. Census Bureau's messaging will ramp up in the new Year, and Cities are asked to partner in promoting awareness of the 2020 Census. Staff suggests utilizing the Facebook page and email.

ANNOUNCEMENTS AND REQUESTS

No requests.

Mayor Pro Tem Potsavich moved to adjourn to Executive Session at 11:20 am; Councilmember Spencer 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).

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 11:37 am.

ADJOURNMENT

There being no further business the meeting was adjourned at 11:38 am

Signed this 14th day of January 2020.



Eric B. Orlen, Mayor


Linda Lunney, City Secretary

(Seal)

