



**REGULAR MEETING OF THE CITY COUNCIL
TUESDAY SEPTEMBER 10, 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 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, Mayor Pro Tem
Robert Smith, Councilmember, Secretary

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

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

Also present were Wendy Smith May and Linda Lunney, Village of the Hills; Earl Wood, Hurst Creek MUD; Tom Stiles and Tammy Targett Hills POA; and Constables DeLira and Michael DeLeon, and new resident Greg Wharton.

PLEDGE OF ALLEGIANCE

Mayor Ovlen led the pledge.

PUBLIC COMMENT

Mayor Ovlen informed the Council the new Open Meeting laws state that public comment must be at the beginning of the meeting whether the comments are an agenda item or not. Inquiries from speakers about matters not listed on the agenda will either be directed to the staff or placed on a future agenda for Council consideration.

There were no comments.

APPROVAL OF MINUTES

1. Minutes of August 13, 2019 regular meeting.

Secretary Smith moved approval of the minutes of the August 13, 2019 regular meeting; Treasurer Nelson seconded the motion which carried unanimously.

APPROVAL OF FINANCE/TREASURER'S REPORT

Finance Report/Treasurer's Report for August 2019.

Wendy Smith May presented the written report showing a balance in the General Fund of \$791,607.72. She projected to come under budget for the year on expenses and over in revenues.

Secretary Smith moved approval of the Finance Report; Treasurer Nelson seconded the motion which carried unanimously.

REPORTS

1. Law Enforcement

Constable DeLira reviewed the written report showing: 8 warnings and 2 citations of which 2 were residents, 2 visitors and 6 contractors.

2. Security Committee Liaison

There was no meeting this month.

3. Hills Club Liaison

Mayor Ovlen will meet with the temporary manager to familiarize him the City activities.

4. Youth Advisory Commission Liaison

The following officers were appointed at the most recent meeting: Co-Chairs Kendall Thompson and Brooke Scfhwartzhoff; Treasurer, Faith Rouse; and Secretary Piper Bellcase

5. POA Liaison

Mayor Pro Tem Potsavich reviewed her written report including:

- The POA is working with Club Management on alternatives for Social Membership
- Architectural Compliance permit applications are now online.
- In an effort to stop "tail gating" at all gates, anyone allowing a vehicle to follow them through a gate will have their RFID cut off immediately for 30 days. "Cut throughs" will receive a warning the first time, subsequent times will result in their RFID tags cut off.
- The board is investigating various ways to allow meetings to be attended by conference call.

6. Park Liaison

Secretary Smith reported the following:

- The commission is finalizing Country Music Fest plans

- The Eagle Scout project has been completed and the Council was encouraged to check the bulletin board out.
- The Commission asked the Council to consider extending membership to 11 from the current 9-member commission. An ordinance to extend the number of commissioners will be on the next agenda.

7. Press Liaison

Nothing to report.

8. Hurst Creek MUD Report

Earl Wood reported that the MUD will keep the tax rate at .3147 and approved the proposed budget for FY 2019-2020. The budget includes a retirement program for MUD employees.

9. City Manager Report

Wendy Smith May introduced John Donahoe, the new intern for the City. She then reported on recent activities:

- After the utility work on Lohmanns is finished she will check for any damaged areas.
- Ms. May will be meeting on the first design on the walking trail extension soon.
- George Spencer, Ms. May and Tammy Targett met to discuss wireless coverage in the Village. Ms. Targett will then bring the information before the POA.

10. Mayor's Report

Mayor Ovlen discussed the upcoming TML conference presentation. He will attend the Capital Area Council of Governments General Assembly meeting with Wendy Smith May on September 11.

11. Youth Advisory Commission appointments

There were no appointments.

BUSINESS ITEMS

1. Consider Adoption of Council Meeting Rules and Procedures

Wendy Smith May reviewed the changes in the Open Meeting rules. The Council Meeting Rules and Procedures incorporates a system for addressing public comments, in accordance with a new State law that went into effect September 1.

Treasurer Smith moved adoption of Council Meeting Rules and Procedures; Mayor Pro Tem Potsavich seconded the motion which carried unanimously.

2. Consider and take any action on November 5, 2019 election

Considerar y tomar cualquier acción pertinente con relación a las elecciones del día 5 noviembre del 2019.

There was no opposition to the candidates in this year's election necessitating an Order of Cancellation.

Mayor Pro Tem Potsavich moved approval of the Order of Cancellation of November 5, 2019 election; Treasurer Nelson seconded the motion which carried unanimously.

3. Consider Adoption of an Ordinance Relating to Fireworks Declaring a Nuisance and Providing for an Effective Date.

The Ordinance uses the process employed by Lake Travis Fire Rescue/ESD #6. The ordinance would apply only to large displays and does not allow for individual use of fireworks. After being permitted by ESD #6 the request would go before the City Council for final approval. Process allows for 45 days from submittal.

Treasurer Nelson moved adoption of the Ordinance relating to Fireworks; Secretary Smith seconded the motion which carried unanimously.

4. Consider Adoption of an Ordinance Abolishing the Street Maintenance Fund Effective with the Close of Fiscal Year 2018-2019

In the November 2017 election, resident voters elected to convert the ¼ cent Street Maintenance Sales Tax to a Sales & Use Tax. The remaining proceeds from the Street Maintenance Sales Tax Fund for approved projects, and the Fund was dormant thereafter.

Treasurer Smith moved to adopt an Ordinance Abolishing the Street Maintenance Fund Effective with the Close of Fiscal Year 2018-2019; Mayor Pro Tem Potsavich seconded the motion which carried unanimously.

5. Consider Approval of a Resolution Adopting the Use by Travis County of the Expressvote Universal Voting System Version 5020

In order to participate with Travis County in future elections, we need to adopt the use of new voting equipment which will go into effect by Travis County starting November 5, 2019.

Mayor Pro Tem Potsavich moved approval of a Resolution Adopting the Use by Travis County of the Expressvote Universal Voting System Version 5020; Treasurer Nelson seconded the motion which carried unanimously.

6. Consider Ratifying an Election Agreement between Travis County and Village of The Hills signed on August 14, 2019

Due to time restrictions, this agreement was signed on August 14, 2019 and now needs to be ratified.

Secretary Smith moved to ratify an Election Agreement between Travis County and Village of The Hills; Treasurer Nelson seconded the motion which carried unanimously.

7. Authorize the City Manager to Negotiate and Procure Financial Software Disaster Recovery Systems from Tyler Incode, either independently or through the Interlocal Agreement with Hurst Creek MUD.

In the interest of electronic security, and in light of recent breaches in Cities around the state, we are re-evaluating our systems and protocols.

Mayor Pro Tem Potsavich moved to authorize the City Manager to negotiate and procure Financial Software Disaster Recover Systems from Tyler Incode; Treasurer Nelson seconded the motion which carried unanimously.

8. Discuss and Adopt Updates to the Strategic Plan

Ms. Smith reviewed the Strategic Plan with a few amendments to reflect projects completed since the last update. Members of each committee will be updated and the Mayor will contact the chairs to meet with committee members. Mayor Ovlen would like to adopt the updated Plan and to continue moving forward. When the updated plan is adopted by Council it will be published on the website.

Treasurer Nelson moved to adopt the updated Strategic Plan; Secretary Smith seconded the motion which carried unanimously.

ANNOUNCEMENTS AND REQUESTS

No requests were presented.

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).

The City Council went into Executive Session at 10:00 am.

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 10:15 am and reconvened regular meeting at 11:46 am.

Secretary Smith moved approval of the City Manager's salary for Fiscal Year 2019-2020 be set at \$107,000; Mayor Pro Tem Potsavich seconded the motion which carried unanimously.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:16 am.

Signed this 8th day of October 2019.

(Seal)




Eric B. Ovlen, Mayor


Linda Lunney, City Secretary