



**REGULAR MEETING OF THE CITY COUNCIL
TUESDAY MARCH 10, 2020
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 Robert Smith, thus constituting a quorum.

Also present were Wendy Smith May, Linda Lunney, Intern John Donohoe, Village of the Hills; Constable DeLira; Earl Wood, Hurst Creek MUD; Tom Stiles, POA; resident Rodney Thompson.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

There were no comments.

APPROVAL OF MINUTES

Minutes of February 11, 2019 Regular Meeting

Mayor Pro Tem Potsavich moved approval of the minutes of the February 11, 2019 Regular Meeting; Treasurer Nelson seconded the motion which carried unanimously.

APPROVAL OF FINANCE/TREASURER'S REPORT

Finance/Treasurer's Report for February 2020.

Wendy Smith May reviewed the written report.

Mayor Pro Tem Potsavich moved approval of the Finance Report for February 2020; Treasurer Nelson seconded the motion which carried unanimously.

REPORTS

1. Law Enforcement

Constable DeLira reviewed the written report showing: 4 traffic citations and 12 warnings of which 6 were residents, 4 visitors and 6 contractors.

2. Security Committee Liaison

Although the committee did not meet last month, Tom Stiles reported that scheduling for the guards has been adjusted to afford better 24-hour coverage

3. Hills Club Liaison

Mayor Orlen suggested the MUD, Village, POA and Club meet quarterly, alternating hosts, to discuss current issues.

4. Youth Advisory Commission Liaison

The YAC will meet later in March after spring break. The City Manager is recruiting at the Middle and High Schools for members.

5. POA Liaison

Mayor Pro Tem Potsavich reviewed her written report including:

- Board officers were elected: President – Jim Vick, Vice President – Tom Stiles, Treasurer Rick Van Dalen, Secretary – Robert White
- The four most cited violations are overnight parking on the street, trash cans left out, unkempt lawns/yards and animals (barking dogs)
- Road repairs will begin March 2nd. Seal coating will be done sometime in July.
- The Board approved a QuickBooks program to track non-resident club members and contractor's RFID tag renewal
- The Board will purchase an electric truck for the Guards
- Late fees for POA dues will increase from \$17.50 to \$25.00

6. Park Liaison

Wendy Smith May reported the focus of the most recent meeting was the spring festival that will replace 2 music festivals. It will offer a cover band and games for children. It was suggested that a message be sent out about COVID-19 and staying safe at the park. It was also recommended that the spring event be postponed.

7. Press Liaison

There was nothing to report.

8. Hurst Creek MUD Report

Treasurer Nelson reported on the most recent meeting:

- Finishing up the Bleach Conversion Project at the Wastewater Treatment
- Getting the Plants ready for the season change
- Completed a number of drainage projects over the past six months
- The LCRA bulk water project is still in negotiations

9. City Manager Report

Wendy Smith May reported on the following:

- Ordinance Codification will be ready for approval by the next meeting
- Website updates are proceeding
- Attended a COVID-19 phone conference
- The audit has been completed and will be presented in April
- Mayor Pro Tem Potsavich will attend a meeting at ESD6 on wildfire mitigation
- The POA will request renting the park for a crawfish boil and it will be on the next age

10. Mayor's Report

The MUD meeting will be covered by Ms. May instead of Mayor Ovlen. The Mayor's email will be kept active for a while, forwarding messages to the new mayor and staff. The Mayor also discussed the council's responsibility regarding the COVID-19 situation.

APPOINTMENTS

- Youth Advisory Commission and Parks and Recreation Commission appointments
- Sarah Carroll's application for appointment to the Parks and Recreation Commission was presented.

Councilmember Spencer moved to appoint Sarah Carroll to the Parks and Recreation Commission; Mayor Pro Tem Potsavich seconded the motion which carried unanimously.

BUSINESS ITEMS

1. Discussion and possible action on a Wireless Permit Process

This item will be discussed in Executive Session.

2. Discussion and possible action on a Park Survey Instrument to solicit community input for a Parks and Recreation Master Plan

Intern John Donohoe reviewed a survey he developed for community input on the park. He created a QVR code that will be displayed at the park where people can scan with their phone for a digital survey. A question asking for volunteers with their answers captured for a response by staff is also included in the survey. The survey is expected to be published in April

3. Walking Trail Update

The section of the park that will connect to the current phase of the Trail is being used as a staging area for construction equipment. Sunscape is repairing irrigation systems as construction proceeds.

4. Discussion and possible action regarding a City Manager Employment Agreement

This item will be discussed in Executive Session.

5. Discussion and possible action relating to Mayor Eric Ovlen's resignation due to relocation outside of The hills, to be effective upon adjournment.

Treasurer Nelson moved to accept Mayor Ovlen's resignation due to be effective upon adjournment; Mayor Pro Tem Potsavich seconded the motion which carried unanimously.

6. Discussion and possible action to appoint a Mayor

Mayor Ovlen moved to appoint Councilmember George Spencer mayor for the remainder of the current mayor's term; Mayor Pro Tem Potsavich seconded the motion which carried unanimously.

7. Discussion and possible action to appoint a Councilmember

Mayor Pro Tem Potsavich moved to move May's Council meeting to May 14; Councilmember Spencer seconded the motion which carried unanimously.

ANNOUNCEMENTS AND REQUESTS

- There were no new items to be included in the next agenda.

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 10:27 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 11:29 am.

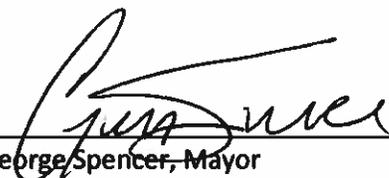
ADJOURNMENT

There being no further business the meeting was adjourned at 11:30 am

Signed this 14th day of March 2020.

(Seal)




George Spencer, Mayor


Linda Lunney, City Secretary