



**SPECIAL MEETING OF THE CITY COUNCIL
JANUARY 8, 2024
MINUTES**

A meeting of the City Council ("Council") of the Village of The Hills ("the Village") was held in person and remotely. Mayor Wharton called the meeting to order, and the roll was called of the duly constituted officers and members of the Council to wit:

Present:

Greg Wharton, Mayor
Hilda C. Potsavich, Mayor Pro Tem
Rick Van Dalen, Councilmember/Treasurer

Sarah Carroll, Councilmember
Kevin Proud, Councilmember
Jim Vick, Councilmember, Secretary

thus, constituting a quorum.

Also Present:

Dean Huard, City Manager
Tom Harrelson, The Hills POA Board

Sonja De La Fuente, City Secretary
Luis Ozuna, Deputy Constable

1. CALL TO ORDER

The Special meeting was called to order at 10:02 A.M.

2. 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 §551.071 (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).

3. PLEDGE OF ALLEGIANCE

The Mayor led the Pledge of Allegiance.

4. PUBLIC COMMENT

None

5. PRESENTATIONS

A. Certificates of Appreciation for Hurst Creek MUD employees

The Mayor presented Certificates of Appreciation to Beth Caccamisi, Sonja De La Fuente, and Angela Dimsdle for providing services to the Village of The Hills and thanked them for their services.

6. APPOINTMENTS

A. Council Committee Appointments for 2024

Discussion was held regarding the roles of the committees, and it was determined that standing committees were not needed, as the Council will create ad hoc committees if needed.

There was a consensus of the Council that there would be no standing Council Committees and to appoint 2024 Council Liaisons as follows:

*Property Owners Association
Hurst Creek MUD
Parks and Recreation Commission
Youth Advisory Commission*

*Councilmembers Van Dalen and Vick
Councilmembers Carroll and Van Dalen
Councilmembers Carroll and Proud
Councilmember Carroll*

7. CONSENT AGENDA

A. Minutes of the December 18, 2023, Special City Council Meeting B. Finance/Treasurer's Report for November and December 2023

Councilmember Vick recommended changing "field trip" to "site visit" and changing "a couple hundred" to "approximately 200."

Councilmember Van Dalen reported that \$17,000 has been charged to the Facilities Maintenance account and of that, \$10,600 was for the dog park. He has asked the Bookkeeper to add the invoices to the FundView records. He also reported that the Law Enforcement account is \$6,500 over budget so far. The City Manager advised he will monitor extra patrol time as needed.

There was a brief discussion held among the Mayor and City Council regarding the CLFRC allocation and FEMA reimbursement. There was a consensus of the Council to add CLFRC questions and answers to the next agenda for discussion.

Mayor Pro Tem Potsavich moved to approve the Consent Agenda with recommended changes to the Minutes; Councilmember Van Dalen seconded the motion, which carried unanimously.

8. REPORTS

A. Law Enforcement Report

Deputy Constable Luis Ozuna reviewed the written report. He noted an increase in assaults and that there were 28 traffic stops, which were mostly expired registrations.

Mayor Pro Tem Potsavich asked if the Mayor and City Council could be notified of significant incidents. There was a brief discussion held regarding notifications, and it was determined that incidents requiring immediate notification or action (i.e. emergencies) are relayed to the City Manager.

B. POA Liaison

Councilmember Vick recommended the City coordinate with the POA to put a sign on a trash bin that is out for replacement.

C. MUD Liaison

Councilmember Carroll reported that the MUD Board has not met since the last City Council meeting.

D. Parks Liaison

Councilmember Carroll reported that the Parks and Recreation Commission has not met since the last City Council meeting. They will be meeting on January 15th at 4:00 p.m.

E. YAC Liaison

City Manager Huard reported that the Youth Advisory Commission has not met since the last City Council meeting. At their next meeting on Sunday at 5:00 p.m. they will discuss "One Day One Service", their logo design and the yearly calendar (i.e. civic service, first aid training).

F. City Manager's Report

City Manager Huard reported on the following priority items:

- Bulk Pick Up Schedule Established for 2024
 - Posted on NabrNetwork and Website
 - Will post on Facebook
- Winter Storm Mara
 - Awaiting payment from TEDM
 - POA will be reimbursed

- Park Tree Cutting Recommendations
 - Should be done prior to oak wilt season
 - Getting quotes
 - Possible safety issue
- 2023 The Hills Highlights Social Media
 - Working with Councilmember Carroll
- Greenbelt Abatement Program Status
 - Complete
- Traffic Enforcement Program – Total Hours
 - Schedule of extra patrols will be published
- Google Fiber
 - Awaiting POA decision
 - Lakeway and Bee Cave considering ROW agreements
- Park Irrigation Status
 - Complete
- Walking Trail Phase IV
 - Meeting with The Hills Club, Hurst Creek MUD, POA Infrastructure Committee
 - Bidding process should begin in three weeks
 - Menu of options
- Municipal Court MOU
 - Bee Cave Council scheduled to approve January 23rd
- Applegreen/Stillmeadow Tree Cutting in Public Space
 - Scheduled for January 10th
- Spectrum/AT&T Quotes for Park Camera and Wi-Fi
 - Spectrum has been provided with answers to their questions
 - Awaiting site visit and quote from AT&T

Councilmember Vick requested the City Manager look into the following items:

- Broken limestone in the drainage ditch in front of Serene Hills Elementary
- Oak trees hanging over cart path at 47/49 Stillmeadow Drive
- Crate Myrtles in median in front of Serene Hills Elementary hanging into road
- Trees hanging over sidewalks between the Serene Hills gate and the Club Estates entrance
- Asphalt repairs on The Hills Drive
- Reimbursement for the broken sprinkler by the contractor for LCRA powerline project

Mayor Pro Tem Potsavich requested the City Manager look into the resident at Wingreen and Cottondale with trees blocking pedestrian crossing sign.

G. Park Improvement Update – Kelly Myers

Kelly reported that the park improvement projects are 50% complete and currently \$3,000 under budget and expected complete by end of April.

The following projects are complete:

- Trail refresh
- Bollards restricting traffic on footbridge
- Dog park entry
- Plaques reinstalled

The following projects are in progress:

- Security
- Signage
- Grading (RFP scheduled to be published January 22nd)

H. Mayor's Report

Mayor Wharton reported that he and the City Manager met with John Woodeshick and the CEO of Legacy Property Development who is looking to add a new street behind the Golf Academy. The scope of the project is 25 homes on a single street. Hurst Creek MUD has agreed to do provide service to the 25 homes contingent on approval by the POA and the City.

A brief discussion was held among the Mayor and Council regarding the project.

9. BUSINESS ITEMS

A. Discuss, consider, and take any necessary action to approve a contract with Angie Massey to provide City Secretary services.

The City Manager provided the report for this item.

Councilmember Vick moved to approve a contract with Angie Massey to provide City Secretary Services; Mayor Pro Tem Potsavich seconded the motion, which carried unanimously.

B. Discuss, consider, and take any necessary action related to Hills Park Upgrades Project 49 (Restroom Privacy Solution).

Kelly Myers provided a report regarding this item. She discussed sign options and cost.

Councilmember Vick asked if the signs needed to be in both English and Spanish.

Mayor Wharton moved to approve a cost increase for larger signs to include Spanish on emergency exit sign up to \$750; Councilmember Van Dalen seconded the motion, which carried unanimously.

- C. Discuss, consider, and take any necessary action related to Hills Park Upgrades Project 40 – Music Circle

Kelly Myers provided a report regarding this item. She discussed shared options for ground fill (turf, rubber, decomposed granite, or mulch).

There was a consensus of the Council to look into cleaning, maintenance and cost of the rubber (one color), decomposed granite and mulch.

- D. Discuss, consider, and take any necessary action related to Hills Park Upgrades Project 46 – Grade Improvement RFP.

Kelly Myers provided a report regarding this item. She reviewed a map of the area included ($\frac{1}{2}$ acre). She noted that this project would include drainage improvements, demolition of the existing sidewalk, raising the sidewalk to allow entry into the restrooms and pavilion without steps, and adding mulch and temporary irrigation to the area.

There was a brief discussion held regarding parking and gate utilization as well as broadening the scope of the RFP to include adding top dressing to the remaining land area.

Mayor Wharton moved to approve the Grade Improvement RFP to include broadening the scope to include adding top dressing to the remaining land area; Councilmember Van Dalen seconded the motion, which carried unanimously.

- E. Discuss, consider, and take any necessary action related to Hills Park Upgrades Project 6 – Trail Signage Verbiage.

Kelly Myers provided a report regarding this item. She shared signage samples with the Mayor and Council.

There was a brief discussion held regarding various signs, wording and boulders for signage.

There was a consensus of the Council to develop a recommendation for branding and messaging and installing a temporary sign at the dog park entrance.

- F. Discuss, consider, and take any necessary action related to Hills Park Upgrades Change Order 9 – Trail Edits.

Kelly Myers provided the report for this item.

- G. Discuss, consider, and take any necessary action related to Hills Park Upgrades Project 30 – Trail Park Entry Signage.

This item was not discussed.

H. Discuss, consider, and take any necessary action regarding RFP 2023-02 – Landscaping Services.

The City Manager provided the report for this item. He provided an updated quote from CleanScapes.

Mayor Pro Tem Potsavich requested that Dean find out who is responsible for keeping the drainage easements clean.

There was a consensus of the Council to request an updated quote in the same format that Brightview submitted and determine why the price increased in the most recent quote.

I. Discuss, consider, and take any necessary action to set the Regular Meeting Day and Time.

There was a consensus of the Council to hold the next meeting on February 12, 2024, at 10:00 A.M. and set a regular meeting day and time at that meeting.

10. ANNOUNCEMENTS AND REQUESTS

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

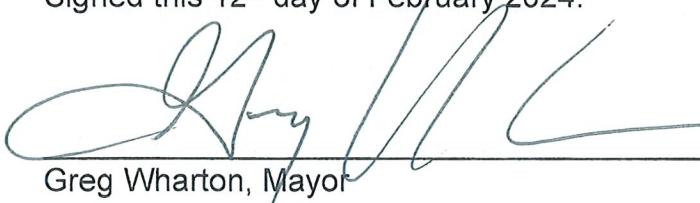
Mayor Pro Tem Potsavich moved to approve \$15,000 for hazard mitigation; Councilmember Proud seconded the motion, which carried unanimously.

The Mayor and City Council recessed the open meeting and convened to Executive Session at 12:16 P.M. to discuss Personnel Matters per Government Code §551.074. They reconvened the open meeting at 12:45 P.M. There was no reportable action.

10. ADJOURNMENT

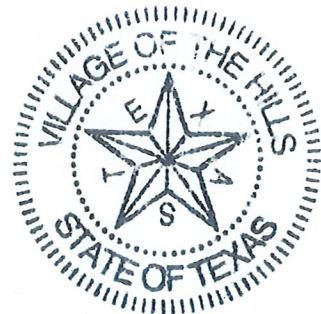
The meeting was adjourned at 12:45 P.M.

Signed this 12th day of February 2024.

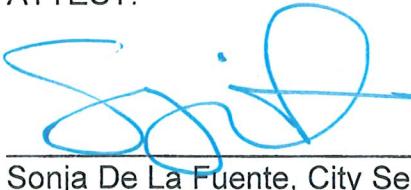


Greg Wharton, Mayor

(Seal)



ATTEST:



Sonja De La Fuente, City Secretary