



**SPECIAL MEETING OF THE CITY COUNCIL**  
**FEBRUARY 12, 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  
Rick Van Dalen, Councilmember/Treasurer  
Sarah Carroll, Councilmember

Hilda C. Potsavich, Mayor Pro Tem  
Jim Vick, Councilmember/Secretary  
Kevin Proud, Councilmember

**thus, constituting a quorum.**

Also Present:

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

Angie Massey, City Secretary  
Luis Ozuna, Deputy Constable

**1. CALL TO ORDER**

The Executive Session was called to order at 11:02 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), and as authorized by the Texas Tax Code including, but not limited to Section 321.3022*

(Sales Tax Information).

A. §551.074 - Personnel Matters

The City Council adjourned Executive Session at 11:29 A.M. and convened open session at 11:30 A.M.

**3. PLEDGE OF ALLEGIANCE**

The Mayor led the Pledge of Allegiance.

**4. PRESENTATIONS**

- A. The Mayor administrated the Oath of Office to the City Secretary
- B. Parks Upgrade Current Budget; Kelly Meyers provided a presentation regarding the various projects and plants related to the upgrade.

**5. PUBLIC COMMENT**

None

**6. CONSENT AGENDA**

- A. Minutes of the January 8, 2024, Special City Council Meeting
- B. Finance/Treasurer's Report for January 2024

Mayor Pro Tem Potsavich asked to receive a draft of the minutes a week after the meeting to review and change if needed. Councilmember Van Dalen stated that the financials look better than expected. There is a ten (10%) percent increase and by the end of the year there will be a forty-seven (47%) increase. Councilmember Van Dalen stated that we did receive the funding from the Storm Mara and a check would be written today to the POA. Councilmember Van Dalen suggested that a meeting be set up with Fundview which includes Councilmember Van Dalen, City Manager, City Bookkeeper and City Secretary to ask the questions that need to be resolved. Councilmember Van Dalen suggested that money from the bank accounts be moved to Tex Pool and leave two (2) months expenses in the bank. Mayor asked if money can be moved quickly if needed, Councilmember Van Dalen reported that yes, it can be moved quickly. A brief discussion was held among the City Council regarding finances.

*Mayor Pro Tem Potsavich moved approval of the consent agenda and minutes; Mayor Wharton seconded the motion, which was carried unanimously.*

**7. REPORTS**

- A. Law Enforcement

Deputy Constable Ozuna reviewed the written report. He noted that he conducted 168 patrol hours in January. There were 16 hours of holiday and 89 hours extra off duty work. He stated the highest number was the 911 calls, none from the Club House. There were 23 traffic stops, which were basically Amazon Drivers that their GPS telling them the wrong way, expired registrations. Councilmembers asked questions on getting information on traffic stops to see if they were from the Hills, or contractors. He stated that technically he could not ask for that.

#### B. POA Liaison

Councilmember Vick reported the POA held their annual meeting with Elections conducted and was impressed with the outcome both Hyden Alvey and Joel Pafford were re-elected. Meeting is set for week after next.

#### C. MUD Liaison

Councilmember Van Dalen stated that he was at the meeting earlier this morning and they discussed the Safety Agreement Classes they will be conducted every month. Financials good as usual.

#### D. Parks Liaison

Councilmember Carroll reported that a meeting has not be held, it is scheduled for 4 p.m. today.

#### E. Youth Advisory Commission

City Manager Huard reported that they discussed the Community Service Day. It is set for the 25<sup>th</sup> of April, YAC is creating a flyer for it. Asked if anyone knows which homes could use this service, please reach out to them.

#### F. City Manager Report

City Manager Huard reported on the following priority items:

##### 1. Traffic Enforcement Program – Total Hours

Law Enforcement is overbudget, worked the math out through the end of the year and we can add 3 patrols each month for the rest of the year. Which would be the weekends, special events or evenings.

##### 2. Google Fiber

Google Fiber sits with the POA and their attorneys. Currently, Bee Cave has not signed, as of yet.

##### 3. Dark Skies

Met with Dawn, the representative of Dark Skies, and she said the first requirements



need her endorsement and the approval of the citizens of The Hills. Bee Cave has started their process for Dark Skies.

#### 4. Park Restrooms

The damage done by the last freeze, so far has been to the water fountain, in which we are waiting on a part to have that fixed. We have to replace the men's toilet and women's facet.

#### 5. Walking Trail Phase 4

This phase stands with the MUD and the engineers for any changes with drainage for approval.

#### 6. Municipal Court MOU – Bee Cave

Bee Cave will meet tomorrow February 13<sup>th</sup> to vote on this Interlocal Agreement.

#### 7. Spectrum/AT&T Quotes for Park Camera

AT&T requires a contract to be signed prior to being able to give a quote. Looking at buyboard was recommended to check out TIPS.

Mayor Wharton suggested that we put this item back on the next agenda for approval.

#### G. Mayor's Report

Mayor Wharton reported that he has met with The Club and Legacy, the developer who proposed a new housing development. The first takes had different conclusions; lawyers need to be aligned. We will know more after the POA meeting with the POA's attorney tomorrow at 1:30 p.m.

#### 10. **BUSINESS ITEMS**

- A. Discuss, consider, and take any necessary action related to the Interlocal Cooperation Agreement for Emergency Management Coordinator Services between the Village of the Hills, the City of Lakeway, and the City of Bee Cave.

*Mayor Pro Tem Potsavich moved to approve the Interlocal Cooperation Agreement for Emergency Management Coordinator Service between the Village of the Hills, the City of Lakeway, and the City of Bee Cave; Councilmember Carroll Seconded the motion, which carried unanimously.*

- B. Discuss, consider, and take any necessary action related to the Village of the Hills Sign Updating Suggestions.

*There was a consensus of the Mayor and Councilmembers to receive costs for the Signage to continue this item the next City Council Meeting.*

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

*Councilmember Carroll moved to approve the Contract with Cleanscapes; Councilmember Van Dalen Seconded the motion, which was carried unanimously.*

- D. Discuss, consider and take any necessary action related to Project 44 – Plant into the Honor Wall Bed.

Kelly Myers discussed putting in evergreen shrubs – fast growing which creates a screen between the bathroom and the street.

- E. Discuss, consider, and take any necessary action related to Project 20 - Existing Bed – Plant Approval.

Kelly Myers stated these are the larger planting projects, which includes evergreen and plants that bloom in fall for more color longer in the year.

- F. Discuss, consider, and take any necessary action related to Project 36 – Texas Natives Garden – Design Approval to Proceed.

Kelly Myers stated that the focus on Texas Native Garden is these four main reasons; Natives don't require fertilization, Natives thrive in poor soil, great habitat for local wildlife, and Natives are tolerant of drought, heat, and all the worst of freezes.

- G. Discuss, consider, and take any necessary action related to Project 40 – Music Circle Installation and Finishes.

The bid is for four thousand eight hundred (\$4,800.00) dollars, will take three (3) days to install. The option to finish is either decomposed granite to look the same or mulch, which requires attention. Edging is either steel edge or concrete, will refresh mulching in all playground areas, type of mulch will be kiddie cushion the cost is four thousand seven hundred and seventy (\$4,770.00) dollars. Budget variance is three percent (3%) over budget.

- H. Discuss, consider, and take any necessary action related to Change Order 10 – Boulder Work Placement.

This is large boulders which will be mined from areas around the park, largely from the land allocated for the Texas Natives Garden and Music Circle. Total for work is two thousand six hundred (\$2,600.00) dollars.



Mayor consensus for Project 44, Project 20, Project 36, Project 40 and Change Order #10; no steel, recomposite granite and concrete, Trail will be open, take-out ramp. Concrete will meet steel right up the side.

***Mayor Wharton moves to approve Project 44, Project 20, Project 36, Project 40 and Change Order #10 with granite composite and concrete; Councilmember Vick Seconded the motion, which was carried unanimously.***

- I. Discuss, consider, and take any necessary action related to approving the Amended and Restated Interlocal Agreement with Hurst Creek Municipal Utility District, increasing the amount allotted for the expansion of office space.

Consensus of the Mayor and Councilmembers to receive the breakdown of costs and invoice to continue this item the next City Council Meeting.

***Mayor Wharton advised that this action item will be tabled until the March City Council Meeting.***

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

***Consensus among the Mayor and Councilmembers is Regular Council Meeting will be every second Tuesday of every month until further notice.***

## **11. ANNOUNCEMENTS AND REQUESTS**


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

- Park Grading Bid Review and Approval
- Park Wifi Approval

## **12. ADJOURNMENT**

***Mayor Pro Tem Potsavich moved to adjourn the meeting at 1:12 P.M.; Councilmember Vick seconded the motion, which was carried unanimously.***

Signed this 26<sup>th</sup> day of March, 2024.

  
\_\_\_\_\_(Seal)  
Greg Wharton, Mayor

ATTEST:

  
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Angie Massey, City Secretary