



REGULAR MEETING OF THE CITY COUNCIL
April 9, 2024
MINUTES

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

Present:

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

Rick Van Dalen, Councilmember/Treasurer
Sarah Carroll, Councilmember

thus, constituting a quorum.

Also Present:

Dean Huard, City Manager
Angie Massey, City Secretary
Constable Cerrillo
Derk Van Landuylco

Josh Brockman- Weber, City Attorney
Constable Lopez
Tom Harrison, POA President
Grayson Cox PE, KSA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Mayor Pro Tem

3. EXECUTIVE SESSION

The Mayor Pro Tem 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. §551.071 - *Consultation with Attorney* - (1) legal advice regarding a personnel matter; legal advice regarding legal requirements for filing any vacancy of City Council Members
- B. §551.074 - *Personnel Matters* - Deliberation on personnel matters including the appointment, employment, evaluation, reassignment, duties, of a public officer or employee: (1) City Manager

The City Council adjourned Executive Session at 10:10 A.M. and convened open session at 10:40 A.M.

9. BUSINESS ITEM:

J. Discuss, consider and take any necessary action regarding Quote from Spectrum.

Representative from Spectrum John Pitts stated that the 50 megabytes will cost \$10,808.88 a year, three-year contract, with take 3 to 4 months to finish if and when it is approved, and contract signed.

Consensus of Council Members to Vote during Business Items Discussion.

4. PUBLIC COMMENT

None

5. PRESENTATIONS

A. Parks Upgrade Current Budget.

Kelly Myers provided a presentation regarding the various projects and trees related to the upgrade. Stated that the ADA sidewalk was not ADA appropriate to the proper grade. Mrs. Myers had talked to an expert earlier this morning to discuss the ADA sidewalk. The company is redoing the ADA sidewalk to proper grade at their expense. The land portion is delayed by two (2) weeks, Estimated date to start pending weather will be April 23rd. Mayor Pro Tem asked what native hydroseeds were going to be planted in the opening of the fielded area. Mrs. Myers stated that she would find the exact seeds and let the Council know. Council member Rick Van Dalen suggested that we start a Phase 2 for the Park Renovations to be conducted in the 2024 2025 Budget Year, which will include the planting of the Native Trees. He

stated that Phase 1 is getting further than expected with the Change Orders included.

6. CONSENT AGENDA

- A. Minutes of the March 26, 2024, Special City Council Meeting
- B. Minutes of the April 3, 2024, Special City Council Meeting
- C. Finance/Treasurer's Report for March 2024

Mayor Pro Tem Potsavich asked if anyone had any corrections to March 26th Agenda Special Meeting and the April 3rd Special City Council Meeting. Councilmember Van Dalen stated that the financials look better than expected. Councilmember Van Dalen finance reports six (6) months into the budget year we are one hundred and fifty thousand (\$150,000.00) over tax receipts, ten (10%) percent in sales tax, budgeted for twenty thousand we are forty over budget, expenses are in good shape. Councilmember Van Dalen stated that we needed to check into the FireWise/Wildfire Prevention Plan. Councilmember Van Dalen suggested that money from Capital Improvements be moved to Tex Pool in the amount of one hundred thousand (\$100,000.00) dollars. A brief discussion was held among the City Council regarding finances.

Council Member Vick moved approval of the consent agenda and minutes; Council Member Carroll seconded the motion, which was carried unanimously.

7. REPORTS

A. Law Enforcement

City Manager Huard stated that reviewed the written report. He noted that there were 14 stops, no citations. Stated that on Monday the 8th of March, a teenager hit a pedestrian. The sheriff's office was notified, the POA security was notified the pedestrian was checked out by EMS.

Mayor Pro Tem stated that she needed to know if there is anything that can be done to have Constables start writing tickets. If Deputy Constable Cerrillo can let his supervisor know if he could contact the council to see what steps that can be taken. Deputy Constable Cerrillo stated that he does know that it's officer discretion to write tickets. Mayor Pro Tem stated that she does know that Bee Cave Judge is working with The Hills in setting up citations to be taken to them with fines.

B. POA Liaison

Councilmember Vick stated that there is no update at this time,

C. MUD Liaison

Councilmember Val Dalen stated that their review of equipment was good, stated no problems and finances in good shape.

D. Parks Liaison

Councilmember Proud reported that a meeting was held at the park and Kelly Myers gave an update on the park renovation. Talked about the Dog Park boulder placements. Stated that the Park Commission did not have a quorum to make any decisions so pushing to next Parks Commission Meeting for future events.

E. Youth Advisory Commission

City Manager Huard stated that the YAC held their Community Day on April 14th, there were two to three volunteers along with the YAC members, one resident asked for assistance, they met at the park at 1:00 PM. Kelly Myers offered to assist in planting and cleanup Councilmember Carroll stated the teenagers need hours to complete. Stated that Splashfest was discussed, and Norah is in charge of that project. Jake is in the process of stepping down.

F. City Manager Report

City Manager Huard reported on the following priority items:

1. SLFRF Funding

City Manager Huard stated that he had an online seminar recently and the report to SLFRF has to be turned in by April 30th stating that the website was not recognizing the VIN number for us, so contacted the help desk and waiting on response.

2. Spectrum Proposal

City Manager Huard stated that he has received the quote from Elite for the extra cameras that are needed which is twenty-two hundred (\$2,200.00) dollars, which he can approved, but would rather have Kelly Myers do a Change Order for the extra cameras to have a paper trial.

3. Wall Maintenance Proposals

City Manager Huard stated that there is a warranty in place for ten (10) years, which will expire in the year 2025. Stated that the fence is in bad shape will discuss it with the General Manager of the Hurst Municipal District to see what section Fencecrete has warranted. Stated that the fence does need to be power wash, but we are in a water restriction stage.

4. Dark Skies Initiative Requirements

City Manager Huard stated that he wanted to ask the residents if they want to take part in the dark skies program. Stated that Bee Cave has become a Dark Sky community, Lakeway is in the process of completing it and both received community consensus. The council had a consensus to table it to see Lakeway Status.

5. Clean Scapes Landscaping Transition Status

City Manager Huard stated that they are making a chart to show their process and will send out to Council when received. CM Vick asked if they had the original map that included Scenic Hills gate, one of several. City Manager Huard stated he will make sure they do.

6. Community Day Update

City Manager Huard stated that it will be a success. He welcomes anyone that want to volunteer they can meet at the park.

City Manager Huard was asked about an update to the Dog Park stairs Kelly Myers stated that they could use material that was readily available and stated that Clean Scapes would put it in for two thousand four hundred (\$2,400.00) dollars. Councilmember Vick stated that he agrees with the project with the right dimensions.

G. Mayor Pro Tem's Report

Mayor Pro Tem nothing to report

10. **BUSINESS ITEMS**

- J. Discuss, consider, and take any necessary action regarding bids for the Walking Trail Phase IV.

Grayson Cox PE from KSA Engineers stated that Bids were taken and verified. Stated that G2 Company had issues but had the lowest responsible bid which their bid was two hundred sixty six thousand three hundred ninety seven dollars and sixty cents (\$266,397.60). Stated the project after receiving bid is 45-day contract with a month to get project going, functional three to four months assuming weather conditions.

Councilmember Vick moved to approve the bid from G2 Company LLC in the amount of \$266,397.60 not to exceed 10% over the bid price. Councilmember Van Dalen seconded the motion, which was carried unanimously.

- A. Discuss, and possible action to nominate and appoint a replacement for the vacancy in the office of Mayor.

Mayor Pro Tem asked if there were any councilmembers that would like to be considered for the position of the vacancy of the Mayor. Councilmember Carroll stated that she would like to be considered for the position of Mayor of The Hills. No other councilmembers stated that they would like to be considered. Councilmember Carroll agreed to forego the remainder of her term, she agreed to forego the remainder. Councilmember Vick motion to appoint Councilmember Carroll for Mayor for The Hills, Councilmember VanDalen seconded the motion, which was carried unanimously.

- B. Discussion and possible action to nominate and appoint a replacement for a vacancy on City Council.

Mayor Pro Tem asked if any citizen would like to be considered to replace Councilmember Carroll for her remaining term which would serve until November of 2025, please send bios to Mayor Pro Tem or any councilmember for further consideration.

- C. Discuss, consider, and take any necessary action regarding Recognition of Greg Wharton for his tenure of three and a half years of service to The Hills as Mayor.

Mayor Pro Tem asked Councilmembers what they would like to do for Recognition of Greg Wharton tenure. The councilmembers stated that they would like to make a Proclamation and Mayor Pro Tem stated to do a gift as well.

- D. Discuss, consider, and take any necessary action regarding Project 46 – Change Order 13 – Extended area for top dress/aeration, Change Order 14 – Catch Basins.

Councilmember Vick moved to approve Project 46, Change Order 13 – Extended area for top dress/aeration, Change Order 14 – Catch Basins, Councilmember Van Dalen seconded the motion, which was carried unanimously.

- E. Discuss, consider, and take any necessary action regarding Project 46 – Change order 15 – Installation of catch basins west of the Pavilion and tying it into the subgrade drainage.

Councilmember Vick moved to approve Project 46 Change Order 15- installation of catch basins west of the Pavilion and tying into the subgrade drainage, Councilmember Van Dalen seconded the motion, which was carried unanimously.

- F. Discuss, consider, and take any necessary action regarding The Native Tree Project Proposal.

Councilmember Van Dalen moved to table this for Phase 2, to finish out Phase 1, there was a consensus to table.

- G. Discuss, consider, and take any necessary action regarding Drainage Proposal at the City Park.

Councilmember Van Dalen moved to modify the Park Renovation Budget from two hundred eighty-seven thousand plus ten (10%) percent administrative fee to three hundred fifty thousand plus ten (10%) percent administrative fees Councilmember Vick seconded the motion, which was carried unanimously. Kelly Myers stated that amount would be short if approval of that amount. Councilmember Van Dalen redacted the first motion and makes a motion to modify the Park Renovation Budget from three hundred sixty thousand (\$360,000.00) dollars plus ten (10%) percent for administrative fees; Councilmember Vick seconded the motion, which was carried unanimously.

H. Discuss, consider, and take any necessary action regarding City Sign Inventory – Stokes Invoice, addendum to approve 1K increase from previous approval of 10K.

Councilmember Vick moved to approve the additional 1K increase from previous approval of 10k total not to exceed 11k, Councilmember Carroll seconded the motion, which was carried unanimously.

I. Discuss, consider, and take any necessary action regarding bids for the Walking Trail Phase IV.

Councilmember Van Dalen moved to approve the bid from G2 Company LLC in the amount of two hundred sixty six thousand three hundred ninety seven dollars and sixty cents (\$266,397.60), Councilmember Van Dalen seconded the motion, which was carried unanimously.

J. Discuss, consider and take any necessary action regarding Quote from Spectrum.

There was a consensus of the Mayor Pro Tem and the Councilmembers to table Spectrum's Quote at this time.

11. ANNOUNCEMENTS AND REQUESTS

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

- Park Drainage
- Change Order from Elite for the extra cameras
- Reserve Fund
- Process and Policy on Equipment

12. ADJOURNMENT

Mayor Pro Tem Potsavich moved to adjourn the meeting at 12:31 P.M.; Councilmember Vick seconded the motion, which was carried unanimously.

Signed this 25 day of May 2024.

Sarah Carroll _____ (Seal)
Sarah Carroll, Mayor

ATTEST:

Angie Massey _____
Angie Massey, City Secretary

