



**REGULAR MEETING OF THE CITY COUNCIL
June 11, 2024
MINUTES**

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

Present:

Sarah Carroll, Mayor	Hilda C. Potsavich, Mayor Pro
Tem Rick Van Dalen, Councilmember/Treasurer	Jim Vick,
Councilmember/Secretary Kevin Proud, Councilmember	Lee Crawford, Councilmember

thus, constituting a quorum.

Also Present:

Angie Massey, City Secretary	Tom Harrellson, POA President
Earl Wood, Hurst Creek MUD GM	Robert Gattilia-Singleton Clark & Co.
Marty Khait	Constable Deputy Lopez

1. CALL TO ORDER

Mayor called meeting to order.

2. PLEDGE OF ALLEGIANCE

Mayor

3. PUBLIC COMMENT

None.

4. PRESENTATION

Drought Contingency by Earl Wood with Hurst Creek Municipal Utility District.

Earl Wood stated that the following:

- **Current Lake Levels and Drought Emergency Plan** - Provided an overview of the current lake levels and the drought emergency plan, including water conservation measures.
- **LCRA and TCEQ Regulations** – Discussion on the roles of the Lower Colorado River Authority (LCRA) and the Texas Commission on Environmental Quality (TCEQ) in managing water resources and implementing regulations.
- **Water Sale Contract with LCRA** – Explanation of the water sale contract with LCRA, which includes clauses on drought contingency plans and outdoor watering restrictions.
- **Outdoor Watering Restrictions** – Details on the permanent restriction of no more than two days per week for outdoor watering, with potential future reductions to one day per week.
- **Conservation Efforts and Public Education** – Discussion on the importance of water conservation and the need for public education to help citizens better conserve water.
- **Coordination Between Entities** – Efforts to coordinate between the City Council, the Hurst Creek Municipal Utility District, and the POA to present a unified front on water conservation.
- **Recent Rainfall and Stage Changes** – Impact of recent rainfall on lake levels based on different weather scenarios, including wet, average, and dry conditions.
- **Future Drought Conditions** – Potential future drought conditions and the importance of continued conservation efforts.
- **Water Conservation Rebates** – Information on rebate programs for water conservation measures, such as replacing irrigation systems or installing low-flow toilets.
- **Water My Yard App** – Introduction of the Water My Yard app, which helps users determine how much to water their yards based on local conditions.
- **Long-term Water Solutions** – Discussion on long-term solutions to water issues in Central Texas, including conservation, wastewater recycling, and public education.
- **Direct and Indirect Potable Reuse** – Explanation of direct and indirect potable reuse of wastewater for public consumption.

- *Wastewater Plant Location – Information on the location of the local wastewater plant and its role in water treatment.*
- *Drought Contingency Plan Approval – Details on the approval process for the drought contingency plan and the minimum standards set by the LCRA.*
- *Alignment with Surrounding Water Districts – Discussion on the importance of aligning drought contingency plans with neighboring water districts to avoid confusion and ensure fairness.*

B. Proclamation for Mayor Gregory Wharton

Mayor Carroll presented Mayor Gregory Wharton with a Proclamation for his dedicated service as Mayor for The Hills and his accomplishments during his tenure. Mayor Carroll also presented a gift from the City to him and the first lady for their dedication and work with The Hills.

C. Audit Presented by Robert Gattilia from Singleton, Clark and Co.

- *Review of the audit for the fiscal year ended September 30, 2023, including findings, recommendations, and The Village's Financial Health.*
- *Budget Amendments – Discussion on the need to amend the budget if there are significant changes in expenditure during the year.*
- *Financial Health and Reserves – Review of the Village's Financial Health, including fund balances and reserves, and the importance of maintaining appropriate reserve levels.*
- *Transition to New Financial System – Concerns about the transition to a new financial system and its impact on reconciliation cycles.*
- *Over Budget Expenditures – Discussion on the Village being over budget in certain areas and the need to monitor and amend the budget accordingly.*
- *The Village of The Hills received a clean opinion and the Village of the Hills has a healthy fund balance with almost a year of reserves.*

5. **CONSENT AGENDA** *The items listed are considered to be routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items the Consent Agenda prior to a motion and vote. The item will be considered in its normal sequence on the Regular Agenda.*

- A. Approve the Minutes of the May 14, 2024, Regular City Council Meeting
- B. Finance/Treasurer's Report for April 2024.
- C. Finance/Treasurer's Report for May 2024.

- Bond Update
- Financial Audit Report
- SLFRF Update

Councilmember Crawford stated:

- *Page 2, change seeding to do – to we need to do seeding.*
- *Page 3 on the Parks and Recreations to change verbiage to ask for volunteers' members.*
- *Page 8 item 8 Executive Session stated following.*

Councilmember Van Dalen stated:

- *Both April and May's financials' are in good standings.*
- *Council will approved budget modifications in August.*
- *The Village has a healthy fund balance with almost a year of reserves.*
- *The Village is close to fully utilizing the COVID relief funds.*
- *The budget should be built based on spending needs, and the tax rate should be adjusted accordingly.*
- *Maintenance and operations are essential and need to be accounted for in the budget.*

Mayor Pro Tem Potsavich moved to approve the Minutes of the May 14, 2024, Regular City Council Meeting with changes and approve the Financial Reports for April and May of 2024 ; Councilmember Crawford seconded the motion; The Motion was carried by 6-0.

6. REPORTS.

A. Law Enforcement Report

Deputy Lopez stated that:

- *Total Patrol Hours was 168 Hours.*
- *2 Welfare Checks.*
- *15 Directed Patrol.*
- *1 False Alarms/Burglary.*
- *19 Total Traffic Stops.*

- *5 total Agency Assists.*
- *1 Family Disturbance.*
- *10 911 Hangup Calls.*
- *197 Community Contacts.*
- *Positive Feedback from community activities like having lemonade with kids.*
- *Expressed interest in creating a video on proper stopping techniques to be posted on Facebook.*
- *Discussion on the legality of underage golf cart driving in Texas, the need for public awareness, and enforcement strategies.*

B. Parks Liaison

Councilmember Proud Stated that:

- *Discussion on how to broader community outreach to improve meeting attendance and efficiency.*
- *Discussed suggestions on membership drive and social mixers.*
- *Discussion on improving the reservation system for the park pavilion, including the possibility of using QR codes and better website communications.*
- *Discussion on the upcoming Hillsfest event, including dates which will be held October 20, 2024 and budget planning.*
- *Discussion on how volunteers can apply through the website and the role in processing these applications.*
- *Discussion about the approval of new park board commissioning members by the council and the process for submitting applications.*

C. YAC Liaison

Mayor Carroll stated that:

- *Challenges faced in organizing the SplashFest event and the decision to cancel it due to insufficient volunteer participation.*
- *Details about the upcoming City Pop-Up Event with Kona Ice Truck and Airbrush Tattoo Artist set for Friday, June 14, 2024.*

- *Proposal to organize a volunteer mixer to engage both youth and adult groups for the commissions.*

D. Mayor's Report:

- a. Budget Workshop June 13, 2024

Mayor Carroll stated:

- *Budget Workshop is scheduled for this Thursday at 12:30–3 PM.*

- b. MOU with Travis County Constable

Mayor Carroll stated that we are waiting for Attorney's approval at this time.

- c. Phase 4 Walking Trail Update

- *Phase 4 of the Walking Trail Construction began on time, with a focus on railing color samples and medallion placement.*

- *Request for reporting any safety concerns related to the construction project to the relevant authorities.*

- *Discussion on the repair and replacement of the golf cart path affected by the walkway construction.*

- d. Lohman's Intersection Committee Update

- *Brief update on the Lohman's Intersection Committee, including attendance at the meeting and discussions on traffic intersection timing and budget.*

- e. Master Mow & Irrigation Map POA, MUD, Village of The Hills

- *Discussion on creating a master irrigation map using GIS mapping tools to document the location of items due to personnel and contractor changes.*

5.1 BUSINESS ITEMS *Council will individually consider and possibly take action on any and all of the following items.*

- A. Discuss, consider, and take any necessary action regarding the 2022-2023 Audit from Singleton Clark & Company, P.C.

Councilmember Vick made a motion to approve the 2022-2023; Councilmember Van Dalen seconded the motion; motion was carried 6-0.

- B. Discuss, consider, and take any necessary action regarding City Wall

Maintenance Inspection, Florentino Mora Estimate and FenceCrete Estimate. Mayor Pro Tem Potsavich, Councilmember Vick.

Discussion on the need for repairs to the FenceCrete wall, including warranty coverage, aesthetic concerns, and the impact of road vibrations and exhaust on the concrete. Consensus of the Council debated the timing a budget for the repairs. Council discussed the need for regular inspections and maintenance of the FenceCrete wall and other perimeter fences. They also talked about the responsibility of residents for upkeep and the need for communication with residents regarding inspections. Councilmember Vick made a motion to approve FenceCrete estimate in the amount of \$45,868.00 with stipulation that no other vendors can do the concrete fencing around the area; Councilmember Van Dalen seconded the motion; motion was carried 6-0.

- C. Discuss, consider, and take any necessary action regarding the City Walking Trail repairs and estimate from Florentino Mora. Councilmember Vick.

Councilmember Vick stated that he did inspections on the rock work and discussed this with Florentino Mora. Discussion of the councilmembers on the need for cleaning and repairing the walking trail, including removing tree limbs and addressing falling stones. The council debated the responsibilities of the POA and the Village. Councilmember Vick stated this estimate was on the falling stones and repairing them. Councilmember Vick made a motion to approve the estimate from Florentino Mora in the amount of \$1,200.00; Councilmember Van Dalen seconded the motion; motion was carried 6-0.

- D. Discuss, consider, and take any necessary action regarding Reserve Fund. Councilmember Van Dalen.

Discussion on the need to establish a reserve fund for emergencies and other unforeseen expenses. The council considered the appropriate amount to reserve and the process for setting up the fund.

Tabled.

- E. Discuss, consider, and take any necessary action regarding Process and Policy for purchasing equipment. Councilmember Van Dalen.

Consensus of the councilmembers the need for a clear process and policy for purchasing equipment and services, including the requirement for RFP's and proper documentation.

No Motion taken.

- F. Discuss, consider, and take any action to designate the City's Floodplain Administrator. Mayor Carroll.

Discussion on the naming a Floodplain Administrator for The Hills; Mayor Carroll mad a motion to appoint Angie Massey as The Hills Floodplain Administrator; Mayor Pro Tem Potsavich seconded the motion; motion was carried 6-0.

- G. Discuss, consider, and take any action regarding Perimeter Fence Pedestrian and Golf Cart Gates. Mayor Pro Tem Potsavich and Councilmember Vick.

Discussion on the maintenance and functionality of pedestrian and golf cart gates, including issues with the current motorized gates and potential solutions. Mayor Carroll stated she will initiate a meeting with the Club Maintenance and the POA to discuss solutions for this issue.

No action taken.

- H. Discuss, consider, and take any necessary action regarding Road Paving. Councilmember Van Dalen and Councilmember Vick.

Discussion of an upcoming meeting with Derek to discuss road paving plans and budget.

This item was Tabled.

- I. Discuss, consider and take any necessary action regarding Civic Plus Social Media Compliance. Mayor Carroll.

Discussion on a module provided by Civic Plus for social median compliance, including its costs and necessity. The cost of this would be a yearly cost of \$3,500 per year. Councilmember Crawford wanted to establish the need for this and meet with Civic Plus.

This item was Tabled.

- J. Discuss, consider and take any necessary action regarding Line-Item Transfer to move out of the general fund. Councilmember Van Dalen.

Discussion on the authority to move funds between accounts and the need for council approval for such transactions.

This item was Tabled.

- ***1:22 P.M. Council convened to Executive Session***

7. 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).

§551.071 Consultation with Attorney
§551.072 Deliberations about Real Property-Legend
§551.074 Personnel Matters – City Secretary Contract

The City Council will reconvene in open session to discuss, consider, and/or take any action necessary related to the items noticed for discussion during the executive session.

- **2:32 P.M. Council Returned to Open Session**

8.1 POSSIBLE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

No Action Taken following Executive Session.

9. ANNOUNCEMENTS AND REQUESTS

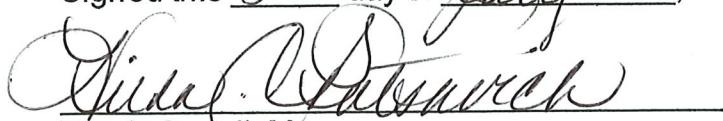
- a. New business items to be included on the next agenda.

All items that were tabled for June's Regular City Council meeting.

10. ADJOURNMENT

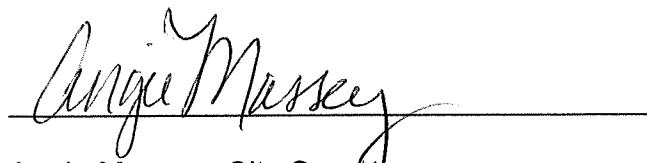
Mayor Pro Tem Potsavich moved to adjourn the meeting at 2:37 P.M.; Councilmember Proud seconded the motion, which was carried unanimously; motion was carried 5-0; Councilmember Van Dalen was absent.

Signed this 9th day of July, 2024.



Sarah Carroll, Mayor
Hilda C. Potsavich - Mayor Pro Tem

ATTEST:

A handwritten signature in black ink, appearing to read "Angie Massey", is written over a horizontal line.

Angie Massey, City Secretary