



REGULAR MEETING OF THE CITY COUNCIL

October 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 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
Rick Van Dalen, Councilmember/Treasurer
Lee Crawford, Councilmember

Hilda C. Potsavich, Mayor Pro Tem
Kevin Proud, Councilmember

thus, constituting a quorum.

Also Present:

Angie Massey, City Administrator/City Secretary
Tom Harrison, POA President
Bogi Boy Via Zoom
Marty Khait VIA Zoom

Megan Brua – City Attorney
Matthew Marietta
J. Via Zoom

1. CALL TO ORDER

Mayor Carroll called the meeting to order at 11:00 A.M.

2. PLEDGE OF ALLEGIANCE

Mayor Carroll led the Pledge of Allegiance.

3. PUBLIC COMMENT

Tom Harrison stated I'm certainly grateful as a resident and also as a POA board member, so thank you all. And for those of you running for the open seats, I wish you guys the best of luck.

4. PRESENTATION

None.

5. CONSENT AGENDA

- A. Approve the Minutes of the August 15, 2024, Special City Council Meeting.

Mayor Carroll asked the council if there were any changes on the Minutes of the August 15, 2024, Special Council Meeting. Councilmember Crawford stated he made a motion to accept the ordinance, and I always prefer using the word approve the ordinance rather than accept it.

- B. Approve the Minutes of the September 10, 2024, Regular City Council Meeting.

Mayor Carroll asked the council if there were any changes on the September 10, 2024, Regular City Council Meeting; Councilmember Potsavich stated that on page 3 of 8 change collecting officers to electing officers and on the Budget Tax Rate change to .10 per 100; no other changes requested.

- C. Approve the Minutes of the September 29, 2024, Special City Council Meeting.

Mayor Carroll asked council if there were any changes on the September 29, 2024, Special City Council Meeting; Mayor Carroll asked if the tax rate needed to be written out; Councilmember Crawford stated it is on the Ordinance so need to have it on; no other changes requested.

- D. Finance/Treasurer's Report for September 2024.

Councilmember Van Dalen stated that for the year, we ended up with revenue at \$1,221,000, versus the budget of \$1,030,000. So, the increase over budget was \$209,000, \$160,000 of that, so it's the funds that we received back from FEMA after the snowstorm a few years ago. And that \$160,000 will be available in the event that we have another snowstorm. So, we're pretty much prepared for any kind of emergency. The other increase was, we expected that because it stayed up around \$500,000 this year, and we didn't need as many funds. So, we're pretty much prepared for any kind of emergency there. So, we're pretty much prepared for any kind of emergency. This year was under budget by about \$50,000, \$55,000, close to \$60,000 a month. The big piece of that was the change that we made year to year, where we eliminated the city manager position and created a city administrator position. The city secretary plan, and that savings is of course key to the reason we are below budget. We are in great shape financially. The system is up and running now. August revenues were \$53,000, with sales tax slightly over budget at \$28,000. Franchise fees and interest were on target, with expenses slightly over budget due to a capital transfer. The

current cash position is \$1,941,000, expected to decrease due to road repair and other expenses. Proposed fiscal year 2024-2025 budget discussed, with a focus on maintaining strong revenues.

Breakdown is:

- *Revenue: \$1,221,000 vs. budget of \$1,030,000.*
- *FEMA funds: \$160,000 received for snowstorm preparedness.*
- *Year-end Cash: \$1,888,000, exceeding expectations.*
- *Savings from eliminating city manager position.*
- *Fund balances:*
 - *General Fund \$1,164,000,*
 - *Capital Project \$440,000,*
 - *Solid Waste \$123,000,*
 - *Federal Grant \$149,000.*
 - *Debt Service \$192,000.*

Councilmember Crawford moved to approve the Consent Agenda with corrections; Councilmember Proud seconded the motion; Motion was carried 6-0; none opposed.

6. REPORTS

A. Law Enforcement Report

- **6 Selective Traffic Enforcement**
- **3 Check Welfare Checks**
- **1 Criminal Mischief**
- **1 Deceased Person**
- **2 Assist Complainant**
- **2 Suspicious Person/Vehicle**
- **23 Directed Patrol**
- **1 Theft**
- **1 Information Call**
- **3 Reckless Driving/Collision**
- **2 911 Hang Ups**
- **3 Assist EMS**
- **2 DOC Noise/Other Disturbance**
- **3 Follow Up Investigation**
- **1 Criminal Trespass**
- **1 Underage Drinking Tip**
- **82 Incidents**

Traffic Stops

- **5 Citations**
- **22 Warnings**
- **160 Hours Monthly Patrol Hours**
- **1185 Community Contacts**

B. Parks Liaison

Councilmember Proud stated that the Parks and Recreation Commission stated that the meeting is scheduled for next week October 14, 2024, at 4:00 PM; The Hills Fest is scheduled for October 27, 2024 from 1 PM to 5 PM; Gary Weldon and Andria Dettaille have pulled together to get us the costs for the event, Autumn Woods from Originations Global is the party planner the breakdown of costs will be discussed in our Business Items.

C. YAC Liaison

Mayor Carroll stated:

- **I'm the YAC Liaison.**
- **We did meet recently and had a quorum which was fantastic**
- **The YAC elected their officers:**
 - **Norah, Aria, Miles and Ava.**
 - **They have been members of the commission, and they are going to have a great year.**
- **Discussed the purpose of the Commission.**
- **I'm the YAC Liaison.**
- **What they like to see this year.**
- **Youth Advisory Commission are open to Presentations of various Municipality Leadership Roles and Services.**
- **I will work on engaging those parties for the YAC Meetings.**
- **Discussion on changing up their main event which was in the past has been Splashfest in the summer.**
- **Due to their school schedules at the end of the year, everyone recognized how difficult it was to meet every month.**
- **Looking at doing the event in late fall, early spring, discuss holiday event.**
- **Discussed with Andria Dettaille from the Parks and Recreation Commission of the YAC participating and staging the YAC members around the portion of the trail that leads from the playground to the dog park and do a little trick-or-treating for the kids.**
- **The next Youth Advisory Commission is set for October 20, 2024, at 6 PM.**
- **The standing meetings will be every third Sunday.**

D. City Administrator

i. Road Paving Update

City Administrator stated:

- *RDC Paving has completed the road repair with the stripping, everything went well. They also stripped Wingreen and Lohman's Crossing gate road stripping.*
- *They completed this repair in one day, with stripping in early morning of Saturday.*

ii. Perimeter Fence

- *I walked the perimeter fence with Superior Fencing and took pictures of the repairs and painting of the fence that were done.*
- *Superior Fencing communication was excellent.*
- *This was done in a timely manner.*

iii. FenceCrete Update

- *The fencecrete fence has had some issues with the crew being pulled off several times.*
- *I contacted Doug the project manager and asked him to meet with me personally to discuss all the issues.*
- *I told him that because he has not been here to supervise the project things are not being done as expected.*
- *I pointed out that the pallets have been sitting on the same place for weeks and if there were any damage to the grass, he would be liable.*
- *He did recognize that there were more pallets than he taught until I sent him the video.*
- *He did agree that the project will be done by no later than a week from then on Tuesday, no later.*
- *I asked him if there were any issues with the project, he would have to rectify it and he stated that he would.*
- *Also received complaints from residents that their crew was leaving debris on their side of the fence, he stated that he would take care of that on Tuesday.*
- *After the project is finished, Tom Harrelson, POA President sent us a bid for power washing the existing fence, which was presented to council.*
-

E. Mayor's Report

i. Update on National Night Out, October 1, 2024, from 5 p.m. to 7 p.m.

Mayor Carroll stated that:

- *Wanted to Thank You for all who participated in this event.*

- *It was a wonderful community event and a great success.*
- *Had a Cupcake Bar there on behalf of the City to provide a little treat.*
- *Lake Travis Fire and Rescue was there and brought:*
 - *Their Big Red Truck*
 - *The Simulator – Several residents took a chance to break it in*
- *Travis County EMS participated.*
- *Officer Lopez and Officer Ozuna were present.*
- *Travis County Fire Marshall had a booth there.*
- *We had our Youth Advisory Commission member, Miles which was McGruff.*

Mayor Carroll wanted to send her immense gratitude for everyone, partaking and being part of making that event so wonderful. It was a learning experience for our younger residents including Officer Lopez who did not know who McGruff was.

ii. Google Fiber

Mayor Carroll stated that:

- *We did recently restarted discussions this month.*
- *We have a new Contact.*
- *The most current update that I can write right now is that they did receive our red lines to the right-of-way agreement in August of 2023.*
- *They have been sitting on those up until now.*
- *They do have their own red lines to send back to us.*
- *Until they receive the POA's right-of-entry, red lines and negotiations there to proceed with us.*
- *Expected to be completed by the end of 2025.*

iii. Pedestrian Gate Licensing by POA

Mayor Carroll stated that:

- *The Pedestrian Gate Licensing is with the POA's attorney for review.*

iv. Jim Vick Resignation Due to Relocation

Mayor Carroll stated that:

- *During our last meeting we accepted the resignation of Jim Vick due to relocation and due to the timing of his resignation with the upcoming election and his set up for election and determined if that's not to seek government for the month that it was in.*
- *We as the council appreciate his tremendous effort and dedication to our City. We wish him well.*

v. Dedication of the Walking Trail and Bridge: Hilda C. Potsavich

Mayor Carroll stated that:

- *We hosted a ribbon cutting, which was a big secret from Hilda; so I wanted to make sure it was acknowledged in this setting that we did designate the bridge to Hilda for her 15 years of service and that's just not just with the City or serving as a Council Member.*
- *She has served in a variety of other positions throughout our community and beyond our gates.*
- *Thank you, Hilda, very much for all you have done for The Hills.*

Mayor Carroll wanted to state that she approved installation at the park for a customer water shut-off valve; it was a \$500 bid from Spicewood Plumbing to come out. I thought it was more efficient for us, given the occurrence of weather and everything and the longevity, a worthwhile expense. It turned out to be an issue, a main line was hit and had the Hurst Creek Municipal Utility Department actually stop the leak and install the shut-off value. We want to say Thank You to both of them for their efficient help.

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

- A. Discuss, consider, and take appropriate action regarding Website Redesign from Civic Plus estimate.

Mayor Carroll discussed the Website Redesign as follows:

- *Civic Plus representative is Abigail Nettler.*
- *The estimated total costs is \$7,231.50.*
- *This would be a standard redesign.*
- *Recommendation is a package for navigation and allows them to do is go back into the history of who our website has been used.*
- *Suggested a campaign like with actual signage*
- *A QR Code leading to our website to help drive people there.*
- *Utilizing Constant Contact as a source.*

Councilmember Crawford made a motion to approve the Civic Plus Estimate for Website Redesign; Mayor Pro Tem Potsavich seconded the motion; which was carried unanimously 5-0 none opposed.

Consensus of the Councilmembers to table establishing a committee until the new council is seated.

- B. Hold a Public Hearing on an Ordinance 2024-004 of the Village of The Hills Repealing Chapter 2 "Administration and Personnel", Article 2.04 "Officers

and Employees”, Division 2 “Village of The Hills, Texas and adding Article 2.04 “Officers and Employees” Division 2 “City Administrator”, Providing a Savings/Repealing Clause: Providing a Severability Clause: Provide an effective date: and Finding and Determining the meeting at which this Ordinance is Adopted.

No Comments from the Public.

- C. Discuss, consider, and take appropriate action regarding an Ordinance of the Village of The Hills Repealing Chapter 2 “Administration and Personnel”, Article 2.04 “Officers and Employees”, Division 2 “Village of The Hills, Texas and adding Article 2.04 “Officers and Employees” Division 2 “City Administrator”, Providing a Savings/Repealing Clause: Providing a Severability Clause: Provide an effective date; and Finding and Determining the meeting at which this Ordinance is Adopted was open to the Public as Required by Law.

Councilmember Lee made a motion to approve the Ordinance of the Village of The Hills Repealing Chapter 2 “Administration and Personnel”, Article 2.04 “Officers and Employees”, Division 2 “Village of The Hills, Texas and adding Article 2.04 “Officers and Employees” Division 2 “City Administrator”, Providing a Savings/Repealing Clause: Providing a Severability Clause: Provide an effective date; and Finding and Determining the meeting at which this Ordinance is Adopted was open to the Public as Required by Law; Mayor Pro Tem Potsavich seconded the motion; which was carried unanimously 5-0; none opposed.

- D. Discuss, consider, and take appropriate action regarding Parks and Recreation Commission Hills Fest Event details and costs.

Councilmember Proud stated that the Hills Fest Event will include:

- ***The event planner which is Autumn Wood with Origination Global total \$19,000.00.***
 - ***Which includes:***
 - ***Face painting,***
 - ***Ice Cream truck,***
 - ***Taco Truck,***
 - ***Prego’s Pizza,***
 - ***Hello Trouble,***
 - ***Dunk tank,***
 - ***Vinyl records spin arrows***
 - ***Pony Rides***
- ***We will also have three bands:***
 - ***Lake Travis Fiddlers***
 - ***Three Chord Rodeo***
 - ***Ruthie Kraft***

- **Total event comes under the \$25,000 budget, which is \$24,976.00.**

Mayor Pro Tem Potsavich made a motion to approve the Parks and Recreation Commission Hills Fest Event details and costs; Councilmember Proud seconded the motion; which was carried unanimously 5-0, none opposed.

- E. Discuss, consider, and take appropriate action regarding Village of The Hills and City of Lakeway ROW Maintenance Agreement.

No Motion was taken.

- F. Discuss, consider, and take appropriate action regarding Travis County Constable Amendment to Contract.

Councilmember Crawford made a motion to approve the Travis County Constable Amendment to the Contract; Mayor Pro Tem seconded the motion; which was carried unanimously 5-0, none opposed.

- G. Discuss, consider, and take appropriate action regarding estimate for Bonds for Village of The Hills Council and staff which is for a \$10,000 limit, the 3-year prepaid premium is \$130 each.

Mayor Pro Tem made a motion to approve the estimate for Bonds for all Village of The Hills Council and staff; Councilmember Van Dalen seconded the motion; which was carried unanimously 5-0; none opposed.

8. 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 on a matter in which the states' professional rules conflict with the Texas Open Meetings Act regarding land use regulations within the City.

§551.074 Personnel Matters – City Bookkeeper Contract.

- **12:08 P.M. Council convened to Executive Session**

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.

- **12:36 P.M. Council Returned to Open Session**

8.1 POSSIBLE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

Mayor Carroll stated that the council will be presenting the new contract to the City's Bookkeeper for review.

9. ANNOUNCEMENTS AND REQUESTS

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

- **Swearing in New Councilmembers**
- **Licensing with POA regarding Pedestrian and Golf Gates**
- **Village of The Hills and City of Lakeway ROW Maintenance Agreement**

10. ADJOURNMENT

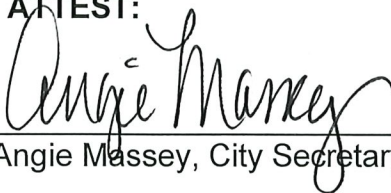
Mayor Pro Tem Potsavich moved to adjourn the meeting at 12:37 P.M.; Councilmember Proud seconded the motion, which was carried unanimously 5-0, none opposed.

Signed this 12th day of November, 2024.



Sarah Carroll, Mayor

ATTEST:



Angie Massey, City Secretary

