



**REGULAR MEETING OF THE CITY COUNCIL
MAY 9, 2023
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
Sarah Carroll, Councilmember

Rick Van Dalen, Councilmember, Treasurer (via Zoom)
Jim Vick, Councilmember, Secretary
Amy Ovlen Wharton, Councilmember

thus, constituting a quorum.

Also present were Dean Huard, City Manager; Waheeda Yousofzoy, Emergency Management Coordinator City of Lakeway; Deputy Constable Luis Ozuna; Tom Stiles, Hurst Creek MUD; Tom Harrelson and Hayden Alvey, The Hills POA (via Zoom).

1. CALL TO ORDER

The Regular meeting was called to order at 9:30 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).

The City Council did not meet in Executive Session

3. PLEDGE OF ALLEGIANCE

The Mayor led the Pledge of Allegiance.

4. APPOINTMENTS

A. Youth Advisory Commissioner – Norah Bittaf

Mayor Pro Tem Potsavich moved to appoint Norah Bittaf to the Youth Advisory Commission; Councilmember Carroll seconded the motion, which carried unanimously.

B. Parks & Recreation Commissioners – Ali Moseni and Andria Detaille

Councilmember Carroll moved to appoint Ali Moseni and Andria Detaille to the Parks and Recreation Commission; Councilmember Wharton seconded the motion, which carried unanimously.

5. PRESENTATIONS

A. Village of The Hills traffic analysis implications from Lohmans Crossing light – Dennis Jerke, Resident

Dennis Jerke presented a map to the City Council and shared his concerns with the potential implications from the proposed traffic signal at Lohmans Crossing and the entrance to The Hills. He suggested a right turn lane to get onto Lohmans Crossing. He recommended hiring a traffic consultant to conduct a traffic impact analysis for The Hills.

The City Manager explained that the City of Lakeway has already held the appropriate public hearings related to the project.

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

There was a consensus of the City Council to refer this item to the Roads and Infrastructure Committee.

6. PUBLIC COMMENT

None

7. CONSENT AGENDA

- A. Minutes of the April 11, 2023, Regular City Council Meeting
- B. Finance/Treasurer's Report for April 2023
- C. Quarterly Investment Report (January through March 2023)

Councilmember Vick recommended changing 3-5 acres to 3-5 person crew under City Manager's Report.

Mayor Pro Tem Potsavich moved approval of the consent agenda with recommended changes to the minutes; Councilmember Vick seconded the motion, which carried unanimously.

8. REPORTS

A. Law Enforcement

Deputy Constable Ozuna reviewed the written report. There was a brief discussion regarding recent damage to The Hills property.

B. POA Liaison

Councilmember Vick reported that the last meeting was brief, and the item discussed was cost allocation and recovery related to storm recovery.

C. MUD Liaison

Councilmember Van Dalen reported that he attended the April MUD Board Meeting. It was a brief meeting, and it was the first meeting that Director Coskey ran. There wasn't much discussed that hasn't been previously discussed. Financials are in good shape.

D. Parks Liaison

Councilmember Carroll reported the Parks and Recreation Commission met last night. The Mini Hills City Limits event has been canceled and will be rescheduled for June 4th or June 11th. She requested City Council create a committee or a policy on how information is shared or marketed for future events. They would also like to support the Youth Advisory Commission with their June event. They also discussed the park reservation process.

E. YAC Liaison

Councilmember Wharton reported that the Youth Advisory Commission (YAC) met twice since the last City Council meeting. SplashFest is scheduled for June 17th. The next YAC meeting is scheduled for June 11th at 5:00 pm. They established that approximately 13 volunteers will be needed for HillsFest, and they have setup a Sign-Up Genius for the event.

F. City Manager's Report

City Manager Dean Huard reported that he is in contact with Gabriel who was a subcontractor for the construction of the Walking Trail Phase 3 regarding Walking Trail maintenance and repairs. He also is working with Florentino with Lawn N House on managing maintenance work in The Hills. Bulky Waste messaging will be going out as soon as he receives graphics and information from Waste Connections. He has

conducted some preliminary research on a bookkeeping contract. Texas House Bill 2127 just left the House, which removes powers from local government and retains it at the State level, so TML and local government are very interested in making sure it does not pass.

G. Mayor's Report

Mayor Wharton reported that he met with MUD Board President Bill Coskey last week regarding the structure for renegotiating the Interlocal Agreement with Hurst Creek MUD. They agreed that it would be best if the process is led by executive staff Dean Huard and Earl Wood and supported on each side by two members of the City Council and the MUD Board, but not to include the Mayor or President.

There was a consensus of the Council that Councilmember Vick and Van Dalen will support Dean in the negotiations.

The Mayor recommended changing the City Council meetings to evenings due to conflicting work schedules on the City Council and to coincide with when other cities meet.

There was a consensus of the Council that future meetings are held on the second Monday of the month with Executive Session beginning at 5:30 PM and Open Session beginning at 6:00 PM. The next meeting will be on Monday, June 12, 2023.

The Mayor reported that the Constable contract is in place until the end of the fiscal year. He also expressed interest for additional structural coverage. He has also asked Dean to look into municipal court options. He will bring the item to the Council following the research phase.

The Mayor also reported that he will bring forward an outline of a Park Rules Ordinance for consideration at a future meeting.

9. **BUSINESS ITEMS**

- A. Discuss, consider, and take any necessary action regarding the Audit of Fiscal Year 2021-2022.

A representative from Singleton, Clark & Company, PC provided the report regarding this item.

Councilmember Van Dalen requested recommendations related to bookkeeping software and firms.

Mayor Wharton moved to accept the Fiscal Year 2021-22 Audit; Mayor Pro Tem Potsavich seconded the motion, which carried unanimously.

- B. Discuss, consider, and take any necessary action regarding the Emergency Management Coordinator contract.

This item is on the agenda for the City of Lakeway's consideration at the next City Council Meeting.

There was a consensus of the Council to continue this item to the next City Council Meeting.

- C. Discuss, consider, and take any necessary action to adopt an Ordinance regulating outdoor burning in the Village of The Hills.

The Mayor provided the report for this item. He explained that this is a result of a couple of people burning outdoors and there are no enforcement options currently available.

He recommended changing Section 3 for consistency with the POA Architectural Committee.

Councilmember Vick noted that the Deed Restrictions address this issue. There was discussion among the City Council regarding enforcement options. The Mayor advised he will have the City Attorney attend the next City Council Meeting and brief the City Council on enforcement capabilities.

There was a consensus of the Council to continue this item to the next City Council Meeting.

- D. Discuss, consider, and take any necessary action to adopt Resolution 2023-003 Updating the Investment Policy.

The City Manager provided the report for this item. The Mayor recommended removing the Bookkeeper and adding the Treasurer.

Mayor Wharton moved to adopt Resolution 2023-003 updating the Investment Policy; Mayor Pro Tem Potsavich seconded the motion, which carried unanimously.

- E. Discuss, consider, and take any necessary action regarding general maintenance and upkeep of all common areas including but not limited to the walking trail.

The City Manager provided the report for this item. He advised that he is working with Florentino from Lawn N House regarding possibly retaining him to provide services. If the work exceeds \$5,000, he will bring a contract back to Council for approval.

Council approve Lake Travis Fire & Rescue at \$36,000. He noted that the Oak Wilt portion would not be included.

Mayor Wharton moved to authorize up to \$45,180.25 and engage Lake Travis Fire and Rescue and the City Manager will determine whether the chipping will be done onsite or offsite; Councilmember Vick seconded the motion, which carried unanimously.

G. Discuss, consider, and take any necessary action regarding City communication platforms.

Councilmember Vick provided the report for this item. He recommended consolidating the platforms utilized to disseminate information. There was a brief discussion held among the Mayor and City Council regarding the communications policy and platforms. Councilmember Carroll pointed out that the City's website has an emergency notification system. Waheeda Yousofzoy, Emergency Management Coordinator explained her process for emergency notifications. There was discussion held among the Mayor and City Council regarding utilizing Voyent for emergency notifications as well as other important notifications for the citizens of The Hills.

Mayor Wharton moved to proceed with the purchase of Voyent system and standardize with emergency management partners and forego any overlapping functionality within Civic Plus; Councilmember Van Dalen seconded the motion, which carried by a vote of 5-0 with Councilmember Carroll abstaining.

H. Discuss, consider, and take any necessary action regarding The Hills Park Master Plan.

Councilmember Vick provided the report for this item. He advised that he, Councilmember Sarah and Mayor Pro Tem Potsavich met with someone by the name of Kelly who is focused on sustainability from a landscaping perspective, and they liked what she had to say. The concept would cost \$1,500, then once Council reviews they may approve moving forward with the next phase at a future meeting.

Councilmember Vick moved to authorize the vendor, Kelly Meyers to proceed with phase one in the amount of \$1,500; Councilmember Carroll seconded the motion, which carried unanimously.

10. ANNOUNCEMENTS AND REQUESTS


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

- Burn Ordinance
- Enforcement of City Ordinances
- Mayor and Council Roles and Responsibilities in a Type B Municipality
- Public Land /Private Land Issues
- Engineer – Walking Trail Extension

11. ADJOURNMENT

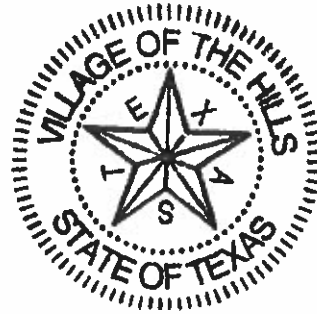
Councilmember Potsavich moved to adjourn the meeting at 11:30 A.M.; Mayor Wharton seconded the motion, which carried unanimously.

Signed this 12th day of June 2023.



Greg Wharton, Mayor

(Seal)



ATTEST:



Sonja De La Fuente, City Secretary