



CITY OF HILL COUNTRY VILLAGE  
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**MINUTES  
CITY COUNCIL MEETING  
116 ASPEN LANE  
CITY OF HILL COUNTRY VILLAGE, TEXAS  
THURSDAY, MAY 21<sup>ST</sup>, 2015  
5:00 P.M.**

The City Council for the City of Hill Country Village met for a Regular Council Meeting Thursday, May 21<sup>st</sup>, 2015 at 5:00 p.m. at City Hall, 116 Aspen Lane, Hill Country Village, Texas. This was an open meeting subject to the open meetings law of the State of Texas.

**Members Present:**

Mayor Gabriel Durand-Hollis  
Councilman Carl A. Register  
Councilwoman Elizabeth Worley  
Councilman George “Rick” Evans  
Councilwoman Jane Cronk

**Members Absent:**

Councilman James Allen

**City Staff Present:**

Frank Morales, City Administrator and Police Chief  
Elizabeth Gomez, Administrative Assistant

**City Engineer:**

L. David Givler

**1. Call to order.**

*Mayor Durand-Hollis called the meeting to order at 5:00 p.m.*

**2. Moment of Silence and Pledge of Allegiance.**

*Mayor Durand-Hollis led those present in a moment of silence and led the Pledge of Allegiance.*

**3. A presentation, discussion, and appropriate action regarding the following items related to the May 9, 2015 Municipal Election which was canceled per ordinance 1134, dated March 19, 2015.**

- a. Issuing a Certificate of Election**
- b. Administering Statement of Elected Officer**
- c. Administering Oath of Office**
- d. Appointment of Mayor Pro-Tempore.**

*Mayor Durand-Hollis administered the Oath of Office to Councilman Carl A. Register and Councilwoman Elizabeth Worley.*

*Mayor Durand-Hollis asked Council for a motion to appoint a Mayor Pro Tempore.*

*Councilman Evans moved to appoint Councilman Register as Mayor Pro Tempore, seconded by Councilwoman Cronk. Motion passed unanimously.*

**4. Discussion and possible action appointing a person to fill the vacancy of City Council Place #5.**

*Councilman Register moved to appoint Mr. Brett Rowe to fill the vacancy of City Council Place #5, seconded by Councilman Evans. Motion passed unanimously.*

CONSENT AGENDA:

*The following items are of a routine or administrative nature. The City Council has been furnished with background and support material on each item, and/or it has been discussed in a previous meeting. All items can be acted upon by one vote without being discussed separately, unless requested by a Council Member or a citizen, in which event the item or items will immediately be withdrawn for individual consideration in their normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one motion and vote of the City Council.*

**5. Discussion and possible action on approval of the minutes of the City Council Meeting of March 19, 2015.**

**6. Discussion and possible action on approval of the minutes of the Special Council Meeting of April 21, 2015.**

**7. Discussion and possible action on approval of the minutes of the Special Council Meeting of May 5, 2015.**

**8. Discussion and possible action approving an ordinance appointing Louis A. Cortinas as a Full Time Police Officer.**

**9. Discussion and possible action approving an ordinance appointing Fermin M. Cordova as Relief Police Officer.**

*Councilman Register moved to approve items 5, 7, 8 and 9 of the consent agenda, seconded by Councilman Evans. Motion passed unanimously.*

*Councilman Register referred to item 6 of the meeting minutes of the Special Council Meeting of April 21, 2015. Item 7 motion should state that we revisit the three parties involved to take responsibility for the costs.*

*Councilman Register moved to approve item 6 of the consent agenda with the revision, seconded by Councilman Evans. Motion passed unanimously.*

INDIVIDUAL ITEMS FOR CONSIDERATION:

**10. Citizens to be heard.**

*At this time, citizens who have filled out a registration form prior to the start of the meeting may speak on any topic they wish to bring to the attention of the governing body so long as that topic is not on the agenda for this meeting. Citizens may speak on specific agenda items when that item is called for discussion. During the Citizens to be Heard section no council action may take place and no council discussion or response is required to the speaker. A time limit of two minutes per speaker is permitted; the council may extend this time at their discretion.*

*No one signed up to speak.*

## **11. Discussion and update on the Hill Country Village Street Project.**

- 1. At the previous council meeting Mr. Givler presented the possibility of a change order on North Tower related to meeting SAWS requirements for protecting the 48-inch waterline.
  - a. Since then
    - i. SAWS agreed to enter into an Interlocal Agreement to reimburse the city for such design modifications if needed.*
    - ii. SAWS determined that no design changes were required.**
  - b. Therefore, there is currently no reason to require a change order for N. Tower.**
- 2. Following the last council meeting and in response to the council's approval of the change order that included Blackhawk Trail, the contractor made quick progress resuming work on Blackhawk Trail. However, the contractor encountered a new problem at the west end of the Blackhawk segment.
  - a. The contractor removed soft areas of the base and exposed the natural soil (subgrade). Mr. Givler observed the subgrade with the geotechnical engineer. The subgrade was firm and passed the density testing.*
  - b. The contractor placed compacted lifts of base in a controlled manner with good moisture and compaction and passing the tests.*
  - c. After the base installation was completed, the contractor began preparing the installation of curb and hot mix asphalt, at which time the contractor's equipment showed that the newly placed base had become soft.*
  - d. A test pit showed that water had entered the base and had caused an area of high moisture content about 3 feet below the surface.**
- 3. GEI and Drash Consulting performed a quick study to locate the source of water, identifying three possible sources:
  - a. Fire hydrant,*
  - b. 12-inch discharge flush line from the water well pump station, and*
  - c. Runoff from street and other areas.**
- 4. Much of this water collects in a concrete box on the pump station property. A pile of rock and soil blocks discharge from the box and causes water to back up into a junction box and concrete culvert.*
- 5. David Givler and Chief Morales met with SAWS the day before the council meeting. David Givler sent a copy of the minutes to the city. At the meeting, SAWS indicated that it would consider removing the pile of rock and soil and insisted that they had no other responsibilities in controlling the source of water.*

6. SAWS also reported that it would require 2.5 months to complete design and construction of the utility relocations on N. Tower. This is significant since GEI has been coordinating with SAWS since 2013 on the project and it will delay the contractor further on the street project.
7. David Givler believes that he has exhausted all the options that he has as City Engineer for obtaining SAWS cooperation. He believes that SAWS should help solve the moisture problem near the Blackhawk pump station and that the 2.5-month project delay on North Tower is due to SAWS. He asked the mayor and council for assistance in further coordination.

**12. Discussion and possible action approving a resolution approving an interim operating agreement between the City of Hill Country Village and Raiser, LLC (UBER) for ridesharing services and authorizing the mayor to execute all documents related thereto.**

*Councilman Evans stated from the last meeting he had agreed to speak to Hollywood Park Mayor Chris Fails. He stated San Antonio has it unlawful, without an agreement that Uber cannot drop off in San Antonio limits.*

*Mr. Morales did talk to personnel with the San Antonio Police Department and the transportation department and it is correct that without a city agreement if someone is picked up in our city and dropped anywhere in San Antonio the Uber driver could get a citation.*

*Mr. Chris Fails, the Hollywood Park Mayor, stated that they ran the agreement by their city attorney and there was no concern.*

*Councilman Register stated he would be okay with the agreement if Mr. Schnall is okay with it also.*

*Councilman Evans moved to approve, subject to Mr. Schnall's email response, seconded by Councilman Register. Motion passed unanimously.*

**13. A presentation and discussion by Mr. Dwayne Robinson, Constituent Services Director, Office of Judge Nelson W. Wolff.**

*Mr. Dwayne Robinson deals with suburban cities around the San Antonio area by helping with issues that all cities are experiencing. Mayor Fails, from Hollywood Park, chairs this committee Mr. Robinson is part of. He then gave updates on state legislature items although some have changed since Tuesday May 19<sup>th</sup>. The state budget and tax relief are still being discussed at this time.*

**14. Discussion and possible action regarding the March 31, 2015 and April 30, 2015 financial statements.**

*Councilman Register called attention to the April income year to date. We are \$13,000 behind budget and expenses are over \$37,000. Two things that stick out are the franchise and sewer use fees which are significant to the budget. The franchise fees will come in. The sewer use fees are from the businesses and few homes that use the sewer services. We get a check from SAWS monthly and the amount of revenue has gone down. Councilman Register requested to put this topic on the agenda for the next council meeting for further discussion. Good news sales tax is at \$457,543 compared to \$444,001 last year making us \$13,500 ahead. He stated the finances continue to be in good shape.*

*Councilman Register moved to approve the financial statements for March and April, seconded by Councilwoman Worley. Motion passed unanimously.*

**15. Discussion regarding the Fiscal Year 2015 – 2016 budget.**

*Mayor Durand-Hollis explained that the city is currently looking at other sources of revenue.*

*Councilman Register stated right now it is only a draft and we should have a better picture by the next presentation.*

*Mr. Morales stated the final budget will be approved in September and will be looked at again in July's meeting. As of now, the city is budgeted to pay \$278,250 for Fire Department Services. As per contract, the budgeted amount includes a 5% increase in fee, but if that increase does not occur, the city will then only be responsible for \$265,000. \$235,000 will come from the general fund and \$30,000 will come from the venue tax fund. Next year there should be a cut in the engineering services. Vehicle replacement fund will remain at \$35,500.*

**16. Discussion and update on the RFQ for Bitters Road Property.**

*Mr. Morales stated that there has been no other calls since the last session. The deadline for any questions in regards to the RFQ was at 5:00 pm.*

**17. Discussion and possible action approving the sale of four police vehicles.**

*Mr. Morales stated items 17 and 18 go hand in hand. The city currently has a vehicle replacement fund for the purchase of police vehicles. The vehicles are nearing the 70,000 mile mark which is usually when the city sells them. The Dodge Chargers have been more troublesome than expected. This year so far we have gone \$9,000 past the budget for vehicle maintenance.*

*Councilman Register asked if the police vehicles are traded in.*

*Mr. Morales stated they will not be traded in this time and will be going to the San Antonio Auction.*

*Councilwoman Worley moved to approve the sale of four police vehicles, seconded by Councilwoman Cronk. Motion passed unanimously.*

**18. Discussion and possible action approving the purchase of four police vehicles.**

*Councilwoman Worley moved to approve the purchase of four police vehicles, seconded by Councilwoman Cronk. Motion passed unanimously.*

**19. Discussion and possible action approving an agreement with Vigilant Solutions for the acceptance of License Plate Recognition (LPR) equipment.**

*Mr. Morales stated this is the same system that Guadalupe and Bexar County uses. An antenna will go on top of the police vehicle which will read the license plates looking for anyone with a warrant in Hill Country Village. The cost of the system is \$30,000 which is collected by tacking on a fee on top of the warrant fee. The issue right now is connecting that system with our court system. Vigilant Solutions will take care of maintenance and training. If a warrant is found for another city the police officer can contact that city if*

*they would like to pick the person up. The company can also pull the equipment if the city is not making enough money.*

**20. Communications with the Mayor.**

*Mayor Durand-Hollis expressed his thanks to Mr. Dwayne Robinson and Mayor Fails for attending the city council meeting. He also thanked Councilwoman Cronk for attending the AACOG meeting on his behalf although he was able to attend last minute. He last thanked Chief Morales for all that he does for the city.*

**21. Communications with the City Administrator/Chief of Police.**

*Mr. Morales mentioned City Hall will be closed Monday, May 25<sup>th</sup>, 2015 in observance of Memorial Day and he will be out of town May 28<sup>th</sup> to June 1<sup>st</sup>.*

**22. Adjourn.**

*THE COUNCIL RESERVES THE RIGHT TO DISCUSS AND APPROPRIATELY ACT UPON ANY ITEM STATED ON THIS AGENDA IN OPEN SESSION. THE COUNCIL RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY OF THE MATTERS LISTED ABOVE, AS AUTHORIZED BY TEXAS GOVERNMENT CODE SECTIONS 551.071 (CONSULTATIONS WITH ATTORNEY), 551.072 (DELIBERATIONS ABOUT REAL PROPERTY), 551.073 (DELIBERATIONS ABOUT GIFTS AND DONATIONS), 551.074 (PERSONNEL MATTERS), 551.087 (DELIBERATIONS ABOUT SECURITY DEVICES) AND 551.086 (ECONOMIC DEVELOPMENT). NO ACTION MAY BE TAKEN IN EXECUTIVE SESSION.*

*There being no further business to come before the City Council, the meeting was adjourned at 6:31 p.m.*

Approved this the 11<sup>th</sup> day of August 2015.

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Gabriel Durand-Hollis  
Mayor

ATTEST:

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Frank Morales  
City Administrator  
Acting City Secretary