

MINUTES:

City of Hays City Council Meeting
March 13, 2023
6:30 P.M.

LOCATION: 520 Country Lane**ZOOM MEETING ID: 652 617 8786****PASSWORD: 5DrX4H****REGULAR CITY COUNCIL MEETING****1. CALL TO ORDER AND ROLL CALL****2. PLEDGE OF ALLEGIANCE**

Mayor Maphies called the meeting to order at 6:30 p.m. In attendance in addition to Mayor Billy Maphies, were Mayor Pro Tem Roxanne O'Neal, Councilmembers Candace Blake, Hannah Ballou, Tony Valdez and Glennell Strawn. Also attending were City Attorney Barbara Boulware-Wells, City Engineer Don Rauschuber and City Treasurer Harvey Davis.

3. PUBLIC COMMENTS –

There were no public comments.

4. NEW BUSINESS**a) Consider and take appropriate action on request to appoint a Selection Committee for the Hazard Mitigation Assistance grant program.**

City Treasurer Davis asked the council to appoint a Selection Committee to evaluate two responses to provide professional services for the Hazard Mitigation Assistance grant application. Councilmember O'Neal made a motion to appoint Don Rauschuber, Harvey Davis and Tony Valdez to the Selection Committee and to report back at the April meeting. Candace Blake seconded the motion. The motion passed 5-0.

b) Receive and take appropriate action on responses to the outside auditor's four deficiencies in internal controls.

Mr. Davis reviewed his written report of the actions taken and the actions that need to be taken on the four deficiencies disclosed by the outside auditors. City Attorney Barbara Boulware-Wells recommended that the city develop and incorporate financial policies related to these deficiencies and incorporate them into our policies and procedures. Ms. Boulware-Wells will email examples that the city can use.

c) Take action to approve minutes of meetings on 2/13/2023.

Motion to approve the minutes as presented, was made by Councilmember O'Neal and seconded by Councilmember Ballou. Motion carried unanimously.

d) Receive and take appropriate action on the February financial report.

Mr. Davis highlighted interest income, investment balances, Milestone deposit issue and payments to Chipper Trails. No action was taken.

e) Consider and take appropriate action to make plans to advertise for a new City Secretary.

A general discussion was held about the need to advertise in several places. Motion to post the City Secretary job on Next Door, Indeed, Texas Municipal League, and other places was made by Councilmember Ballou and seconded by Councilmember Strawn. The motion carried unanimously.

f) Act on request to transfer QuickBooks Desktop to QuickBooks online.

Mr. Davis presented the pros and cons to move the accounting records to QuickBooks online.

Motion to allow staff to transfer to QuickBooks online was made by Councilmember Ballou and seconded by Councilmember Valdez. The motion carried unanimously.

g) Take appropriate action on the request to amend the budget.

Mr. Davis reviewed the requested amendments to the budget. A motion to approve the amended budget as presented was made by Councilmember O'Neal and seconded by Councilmember Valdez. The motion carried unanimously.

h) Receive update on the Big Valley plat request.

City Engineer Rauschuber updated the council regarding a meeting with the engineers of the developer and Councilmember O'Neal, Mr. Davis and Mr. Rauschuber. The property is in the ETJ of three cities – Austin, Buda and Hays. Mr. Rauschuber said no action was needed yet and Mr. Davis said the developer was sent an invoice for \$3,000 to cover professional fees.

i) Discuss and possible action regarding the establishment of the City of Hays corporate boundaries.

Mr. Rauschuber told the council that the city's northern boundary might extend further north than originally thought. More research is needed to accurately establish the boundary of the city.

- j) Take action on request from Carpenter Road Ranch, LLC for information as part of their application with Texas Commission on Environmental Quality's regulation for a new water supply system.**

Carpenter Road's engineer sent a letter to request water from the City of Hays. There are several issues about easements and roads that are unclear. At 7:58 pm the Council convened in Executive Session under the consultation with attorney exception (Sections 551.71) to the open meetings act. At 8:16 pm the Council reconvened from Executive Session. Councilmember O'Neal made a motion to direct Mr. Rauschuber to write a letter to the developer to ask for clarifications about their project and the request, Councilmember Strawn seconded the motion. The motion carried unanimously.

- k) Appoint a committee to update the city's fee schedule.**

Mr. Davis told the Council that the fee schedule was last updated in 2012. Councilmember O'Neal made a motion to appoint Harvey Davis, Glennell Strawn, Tony Valdez and Tom Lemmon to a committee to update the fee schedule. Councilmember Ballou seconded the motion. The motion carried unanimously.

5. UNFINISHED BUSINESS

- l) Receive update and take appropriate action on the status of negotiations with Milestone and Hays Commons Development Agreement.**

No action or discussion was needed. At the April Council meeting, a date for a work session in April will be set.

- m) Receive update on assistance provided to residents recovering from the ice storm.**

An update was provided under another agenda item.

- n) Receive update on the city's insurance claim.**

At 8:40 pm, the Council convened in Executive Session pursuant to Sections 551.71 (Consultation with Attorney) and 551.074 (Personnel Matters) exceptions to the Open Meeting Act. At 9.01 pm, Council reconvened, and no action was taken on matters discussed in the Executive Session.

- o) Receive update on City of Hays Well #1 and proposed Well #3 on Country Ln. repairs or replacement.**

Mr. Rauschuber updated the Council about the easement issues and progress on the TCEQ exception request. No action was necessary.

- p) Receive update and take appropriate action regarding the installation of generators for the City of Hays and Elliott Ranch well sites.**

Mr. Rauschuber informed the Council that TCEQ has not approved the city's plan for the installation of the generators. There was discussion about starting the project without approval to save time.

- q) Receive committee updates, including chairs and members. (Grants, Policy and Procedures, Hays Commons Development).**

No updates were provided.

6. ADJOURNMENT

The meeting adjourned at 9:01 pm.



Mayor Billy Maphies



Harvey Davis, City Treasurer