

**MINUTES OF THE MEETING OF THE
VILLAGE OF BEAR CREEK COMMISSIONERS
April 18, 2016**

1) Call to Order

The meeting was called to order 7:05 pm.

2) Roll Call

Mayor Upham, Commissioner Brushwood and Commissioner Burns are present.

3) Citizens Comments will be taken from the audience on Non-Agenda related topics. No action may be taken by the City during Citizens Comments.

None.

4) Approval of Minutes from March 21, 2016 Commissioner Meeting.

Minutes are not available. Item tabled.

5) Discussion and possible action in regards to reviewing 2015 – 2016 budget and actual expenditures.

Discussion regarding bonds changing from an annual renewal to 3 year renewal.

To accommodate this the budget needs to allocate an additional \$200.00 to bond expense.

Commissioner Brushwood makes a motion to take \$200.00 from contingency and increase bond expense by \$200.00, thus total bond expense of \$500.00. Commissioner Burns seconds. Motion is approved unanimously

6) Consent Agenda – the following may be acted upon in one motion. A

Commissioner, Mayor or a Citizen may request items be pulled for separate discussion and/or action.

A. Approval to pay Montemayor Britton Bender PC \$1312.50 for final bill (50%) for VOBC 10/1/14 – 9/30/15 fiscal review.

B. Approval to pay Victor O Schinnerer \$130.00 for 3 year renewal of bond for Commissioner Brushwood. Invoice dated 3/31/16.

Mayor Upham requests each consent agenda item be discussed on its own.

Consent Agenda # A: Mayor Upham requests to table this invoice until council has approved the "Revised Draft" of the fiscal review and pay invoice upon receipt of Final VOBC fiscal review.

Consent Agenda #B: Commissioner Burns makes motion approve Victor O Schinnerer

\$130.00 for Brushwood's 3 yr bond renewal. Mayor Upham seconds. Motion is approved unanimously

7) New Business

A. Discussion and possible action on Final Plat to combine and subdivide to (4.019 acre and 1.561 acre) tracts of Section 1, Lot 41, Bear Creek Oaks into two 2.64 acre tracts.

Mayor Upham states the Final Plat presented by LSH Properties LLC owned by Katie Hallberg is now in good standing. Plat is fully executed and \$100.00 submission fee paid. Commissioner Brushwood makes motion to approve the Final Plat to subdivide Lot 41, Section 1, BCO as submitted. Commissioner Burns seconds. Motion approved is approved. City Secretary will record with Hays County communicate to the property owner when it's been recorded.

B. Discussion and possible action to pay LSH Properties, LLC (Katy and Tom Hallberg) for approximately 200 feet of ditch excavation parallel to Bear Creek Drive (near southern end of Lot 41, Section 1, BCO).

Tom Hallberg is in attendance and states that since they are approved for a dip style driveway they no longer need or plan to excavate a 200' ditch parallel to Bear Creek Dr. No action is needed or taken.

C. Discussion and possible to contribute to CAMPO. Requested contribution amount of \$350.00.

Mayor Upham presented a request from CAMPO for VOBC to contribute \$350.00. Its council's opinion contributing to CAMPO does not benefit to VOBC. Commissioner Brushwood makes a motion not to contribute \$350.00 to CAMPO. Mayor Upham seconds. Motion is approved unanimously

D. Discussion and possible action regarding "Revised DRAFT" VOBC Financial Statement 10/1/2014 thru 9/30/15.

Monetmayor, Britton and Bender were provided feedback from council and presented a revised draft of 10/1/2014 to 9/30/15 financial statement for council's review. Road value had been adjusted to \$68,700.00 and the depreciation schedule going forward is based on 10 yr. Mayor Upham makes motion to approve the revised draft financial statement 10/1/14 thru 9/0/15 and instruct them to provide the final version.

Commissioner Burn seconds. Motion is approved unanimously. es

8) Old Business

A. Discussion and possible action regarding Dallas Hudson's plaque design for the proposed monument commemorating the founding of the Village at the North Madrone entrance.

Dallas informs council the Boy Scout's approved his proposal to build a monument commemorating VOBC as his Eagle Scout project. He is asking council to approve the verbiage on the plaque. Plaque will be 8 inches by 8 inches cast aluminum. Verbiage will mirror what is on the VOBC web site "Village of Bear Creek History: The Village of Bear Creek is located in the Bear Creek Oak Subdivision (687) acres in Hays County, Texas. The subdivision was developed in the late 1970's by Robert Ingrum and E.D. Bohls and was originally part of the Koenig Family Ranch. On November 4, 1997 the residents of the Bear Creek Oaks Subdivision voted 2 to 1 to incorporate as a Village.". If approved he will start on the project either 4/30/16 or 5/7/16. Commissioner Brushwood makes motion to approve Dallas Hudson's plan to construct a monument at the North Madrone Entrance with verbiage on plaque as submitted. Commissioner Burns seconds. Motion is approved unanimously.

B. Discussion and possible action regarding proposal to replat Lot 17-B, Section III and Lot 21, Section 1, BCO. Owners Tracie and Bruce Upham. Reconfiguring acreage and lot lines.

Mayor steps down. Mayor Pro-Tem Al Brushwood opens this item for discussion. There has been additional conversation whether a replat follows the subdivision ordinance's requirement to deed road ROW to the Village. Brushwood had follow up conversation with legal counsel to clarify if the replat is creating a subdivision or if it's amending the plat. Final determination is the replat is amending the plat. Therefore per TX Local Gov't Code 212.016 section 8, numbers 1 thru 9, it is not a requirement for the property owner to deed the ROW to the Village. Commissioner Brushwood makes motion encouraging the Upham's move forward with replating design and submit to council the 8 acre tract re configuring one 5 acre and one 3 acre into one 6 acre and one 2 acre. Commissioner Burns seconds. Motion is approved unanimously.

C. Discussion and possible action on road system including the low water crossing. (Upham)

Mayor Upham hasn't taken further action on seeking engineers to provide a bid for road study. When the creek stops running he would like to fill the hole created by water erosion on the downstream of low water crossing. Mayor Upham makes motion to contact someone to bid to do work on the lower side of low water crossing not to exceed \$200.00. Commissioner Brushwood seconds. Motion is approved unanimously.

Open discussion takes place on areas water runs across the road in heavy rain.

Discussion takes place on additional signage at the S Madrone Trl sharp turn toward Bear Creek Drive. Mayor Upham discusses installing a break away pole with signage to alert drivers to the curve and slow down. Council is in agreement. Mayor Upham makes motion to purchase a breakaway pole, hardware, 24" x 24" curve warning sign and 18" x 18" 20 mph sign. Both signs to be mounted on same pole, not to exceed \$300.00. Commissioner Burns seconds. Motion is approved unanimously.

Commissioner Brushwood makes motion to contact someone to bid to install the pole and signs at a cost not to exceed \$200.00, installer to provide the concrete. Mayor Upham seconds. Motion is approved unanimously.

D. Discussion and possible action regarding an automated digital speed limit detection and warning sign. (Brushwood)

Commissioner Brushwood reports he has not relocated the sign. He'd like to relocate to N Madrone Trl near the curve. He has not yet spoken to Hays County Sherriff, Officer Cunningham in regards to how the data should be formatted for them.

E. Discussion and possible action regarding Village of Bear Creek Right-of-Way; including but not limited to ditch work. (Upham)

General discussion of problems with side of roads washing out and culvert/ditch issues.

F. Discussion and possible action to change the Minimum Driveway Standards. (Burns)

Commissioner Burns hasn't had opportunity to discuss with Glen Ragan. Pondering the driveway/culvert standards regards to the issue with ditches; will discuss with Ragan.

9) Announcements

A. Next VOBC Commissioners Meeting is scheduled for Monday,
May 16, 2016 7:00 PM

B. VOBC/TDS Annual Trash Clean Up Day is Saturday, May 14, 2016
9:00 AM to 1:00 PM

10) Adjournment

The meeting adjourned at 9:05 PM

Submitted on May 15, 2016 by Kathryn Rosenbluth.

Approved on May 16, 2016

By Kathryn Rosenbluth, City Secretary Kathryn Rosenbluth