

**MINUTES OF THE MEETING OF THE
VILLAGE OF BEAR CREEK COMMISSIONERS
September 16, 2019**

1) Call to Order

The meeting was called to order 7:02 pm.

2) Roll Call

Mayor Upham, Commissioner Brushwood and Commissioner Burns are in attendance.

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 August 26, 2019 Commissioners Meeting.

Table. The August 26, 2019 meeting minutes are not yet available.

5) Discussion and possible action in regard to reviewing 2018 – 2019 budget and actual expenditures.

City Secretary clarifies budgeted Property Tax Income is \$53,669.94 Property Tax Income through 9/16/19 is \$58,659.94; 9% over budget. With exception to City Secretary quarterly paycheck cut 9/30/19 all fiscal income/expenses are reporting. Mayor Upham requests in the future that City Secretary/Bookkeeper 3rd quarter paycheck be executed at the September Commissioners Meeting.

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.** Approve payment to Knight Law Firm \$89.00 for attorney services January 2019. Invoice dated 2/28/2019.
- B.** Approve payment to Hays County Tax Assessor-Collector \$29.40 for assessing & collecting fees 2018 tax roll. Invoice dated 8/23/19.
- C.** Approve payment to The News Dispatch \$42.00 for Public Notices: Proposed VOBC 2019 Tax Rate. Invoice dated 9/4/2019.
- D.** Approve payment to Jose Lawn Service \$1,000.00 for mowing ROW. Invoice dated 9/10/2019.

- E. Approve payment to Hays Central Appraisal District \$101.24 for 2019 4thQuarter. Invoice dated 9/1/2019.

Mayor Upham requests Consent Agenda item #D be pulled for separate discussion. Commissioner Brushwood requests Consent Agenda item #B be pulled for separate discussion. Commissioner Brushwood makes motion a motion to approve the Consent Agenda items #A, #C, and #E. Commissioner Burns seconds. Motion is approved unanimously. Item #B is opened for discussion; Commissioner Brushwood requests clarification. Invoice is the annual fee paid to Hays County Tax Assessor-Collector to actively collect property tax payments for VOBC. Averages \$0.15 cents per tract. Commissioner Brushwood makes motion a motion to approve the Consent Agenda #B. Commissioner Burns seconds. Motion is approved unanimously. Item #D is opened for discussion. Mayor Upham explains this is the first time for VOBC to use Jose Lawn Service for mowing. He agreed to mow VOBC right of way 10' width on both sides of road and no weed eating around culverts or mailboxes for \$1000.00. Requests feedback from council on work performed. In general, its agreed most places were well mowed. However, there were isolated areas not mowed to our expectations. Mostly short on width and lacked attention to detail. Council isn't opposed to paying the bill but feel feedback of work done vs our expectations is warranted. Mayor Upham makes motion to pay item #D as submitted. Commissioner Brushwood seconds. Motion is approved unanimously. Commissioner Brushwood informed council Jose Lawn Service has done some work on his property in the past but there is no conflict of interest. He intends to use him in the future.

7) New Business

A. Discussion and possible action to approve VOBC Tax Rate Ordinance

#190916.001

General discussion of tax rate. Council agrees they would like to avoid tax roll back; recommends leaving the tax rate unchanged at 0.090 cents per \$100.00 valuation. Due to increased property values we'll receive greater revenue. The tax rollback rate is 0.090 cents per \$100.00 valuation. Commissioner Brushwood makes motion to approve VOBC Tax Rate Ordinance #190916.001 with tax rate \$0.090 cents per \$100.00 valuation. Commissioner Burns seconds. Motion is approved unanimously.

B. Discussion and possible action regarding Village of Bear Creek website maintenance.

City Secretary emailed Rowland Williams, who built our web site, the web marketing email with web site recommendations. He agreed there are some search engine optimization (SEO) issues. He uses a system new to build websites that costs \$100.00 per site. He can an rebuild our site into something more SEO friendly and modern looking. Commissioner Burns makes a motion to approve expense not to exceed \$125.00 for Roland Williams to optimize the VOBC web site. Mayor Upham seconds. Motion is approved unanimously.

C. Discussion and possible action regarding VOBC insurance requirements for city contractors.

Council agrees mowing contractor to have auto insurance and liability insurance. VOBC has confirmed Jose Lawn Service has liability insurance. We'll address issue again on a per project basis.

8) Old Business

A. Discussion and possible action regarding Village of Bear Creek roads and Right of Way.

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

Commissioner Brushwood opens discussion of purchasing another 'more modern' speed limit sign at cost \$3,000. To \$5,000. Council agrees due to the cost of a new speed limit sign and the size of our community it might not be worth the bang for the buck. We should keep with one sign and continue to move to different locations.

Maybe look at installing more poles in the VOBC that are compatible to holding the speed limit sign.

C. Discussion and possible action regarding VOBC plaque or another symbol to memorialize first mayor, Erin Foster.

Table. City Secretary acknowledges her inaction has caused the delay on this item. She will discuss the proposed Erin Foster low water crossing dedication with Steve Foster before next commissioners meeting.

D. Discussion and possible action regarding Oak Wilt breach on S Madrone near Bear Creek Dr.

BOCPOA stated they are in process of getting signatures from property owners affected by the Oak Wilt Outbreak. They anticipate trenching to start in late November, that is if all goes according to plan. VOBC Commissioners are delighted BCOPOA is addressing the Oak Wilt Outbreak issue and taking action. Upham acknowledges BCOPOA hasn't reached out to VOBC for financial assistance. The last Oak Wilt trenching required two road cuts, which VOBC reviewed/approved in advance of the project and paid for at completion. Those road cut repairs are holding up well. Mayor Upham doesn't want the VOBC Commissioner meeting schedule cause delay in Oak Wilt Treatment. Upham recommends VOBC give BCOPOA permission to cut the road, that is if indeed the proposed trench requires a road cut(s). Mayor Upham makes a motion to give BCOPOA permission to do 1 road/trench cut at a location of their choice and street of their choice. Contingent upon the road repair being concrete and like the road repair done last time. Commissioner Brushwood seconds. Motion is approved unanimously. City Secretary will communicate this to Denise McGlone, City Secretary BCOPOA. If they need more than 1 road cut; BCOPOA to notify VOBC Council as soon as possible.

9) Announcements

A. Next VOBC Commissioners Meeting is scheduled for Monday, October 21, 2019 7:00 PM.

B. Next VOBC/TDS Annual Trash Clean Up Day is Saturday, April 18, 2020.

10) Adjournment

The meeting adjourned at 7:55 PM

Submitted on October 20, 2019 by Kathryn Rosenbluth.

Approved on ___10/21/2019_____

Kathryn Rosenbluth

By _____
Kathryn Rosenbluth, City Secretary