

City of Hills and Dales
Minutes of the City Commission Meeting
Thursday, September 14, 2023
7:00 p.m.

The Commission met in regular session on Thursday, September 14, 2023, at 7:00 p.m. at the home of Treasurer Joan Taylor, 3300 Mt. Rainier Drive. City Officials present were Mayor Andreas Wokutch, Commissioners Michael Adair, Roger Owen and Barbara Rogers, City Clerk Jeanne Keats and Treasurer Joan Taylor. Commissioner Bill Bowman was absent. Mayor Wokutch called the meeting to order.

Minutes

Mayor Wokutch called for a motion to approve the August 10, 2023 Regular Commission Meeting minute. Commissioner Adair so moved, Commissioner Owen seconded and the Commission approved by unanimous vote.

Resident Comments

No residents were in attendance.

Treasurer's Report

Financials

Treasurer Taylor reported City assets of \$296,317.36 as of August 31, 2023. She went on to report that for the month of August, the City received total income of \$7,392.40 and had total expenses of \$9,045.51. She noted that \$5,050.00 of the total expense was for the completion of the entrance drainage project which was paid from federal American Rescue Plan Act (ARPA) funds. Finally, she told the Commission that the Profit & Loss Budget vs. Actual through August, showed the City had received \$20,378.54 (18.3%) of total budgeted income and spent \$20,213.02 (18.2%) of total budgeted expense.

Following the Treasurer's report, Mayor Wokutch called for a motion to approve the financials through August 31, 2023. Commissioner Adair so moved, Mayor Wokutch seconded and the Commission approved by unanimous vote.

REGULAR COMMITTEE REPORTS

Municipal Governance and Legal

Discussion - Legal Review of Selected City Documents

The Commission discussed possible legal review of the City's 1968 Amended and Supplemental Declaration of Restrictions which includes a paragraph establishing the Hills and Dales Planning Committee. Mayor Wokutch suggested that before engaging legal counsel to review the whole document, he would recommend inviting the Planning Committee to the October 12 Commission meeting so the Committee can discuss their experiences and their views about how the Planning Committee can add the most value to the community. City Clerk Keats said she would ask the Planning Committee members if they can attend the meeting.

Maintenance, Utilities and Beautification

Status - Tree Projects (Removal and Planting)

Tree Removal. Commissioner Owen reported that on August 25, he asked City Clerk Keats to email the Commission telling them he received a proposal of \$1,000 from Lopez Tree for the tree removal work described in the August Commission meeting minutes. Lopez Tree said they would like to schedule the work as soon as possible. To expedite the project, the Commission approved the \$1,000 expenditure via email, Lopez Tree completed the work, and they were paid.

Tree Planting. At the August meeting, Commissioner Owen discussed planting three dogwoods in the common entrance area. However, he then learned that the cost of the entrance sign restoration was going to come from the Maintenance budget instead of from ARPA funds. Therefore, he said the dogwood tree planting will be tabled for now. Later in the fiscal year, if it appears funds will be available in the Maintenance budget for these trees, the project can proceed.

Roads, Snow Removal and Signage

Status – Entrance Sign Restoration

In Commissioner Bowman's absence, Commissioner Owen reported that Rockerbuilt had completed the restoration of the entrance sign, and they had been authorized to reinstall the sign.

Technology Services and Community Security

Commissioner Adair did not have any specific agenda items; however, he told the Commission that the security cameras were working well. He also answered some questions posed by Treasurer Taylor about how to set up a Weebly account for the website in the name of City of Hills and Dales.

Communications and Neighborhood

Transition from Lengthy Newsletters to the New Website

Commissioner Rogers outlined her plan for phasing out lengthy newsletters and gradually steering residents to <https://hillsanddales.city>, the city's new website, for community information.

She said that there will be an abbreviated fall newsletter which will contain reminders to obey the 25MPH speed limit; contain their animals and clean up after them; submit exterior improvement projects to the planning committee for review; notify their insurance carriers to send insurance premium taxes to our City, etc. The newsletter will also introduce new residents. Finally, the fall newsletter will encourage residents to visit the City's website for community information in the future.

Planning Committee

See "Municipal Governance and Legal" above.

Other Business

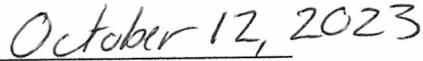
There was no other business.

Adjournment

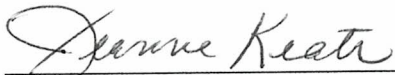
There being no further business to come before the Commission, Mayor Wokutch called for a motion to adjourn, Commissioner Rogers so moved, Commissioner Owen seconded and the Commission approved by unanimous vote. The meeting adjourned at 7:40 p.m.



Approved by
Mayor Andreas Wokutch



Date



Submitted by
City Clerk Jeanne Keats



Date

***NEXT COMMISSION MEETING
Thursday, October 12, 2023, at 7:00 p.m.
Home of Treasurer Joan Taylor, 3300 Mt. Rainier Drive***