



CITY OF HILL COUNTRY VILLAGE
116 ASPEN LANE • HILL COUNTRY VILLAGE • TEXAS • 78232
PHONE (210) 494-3671 • FAX (210) 490-8645 • WEB www.hcv.org

AGENDA
CITY COUNCIL MEETING AND
CITY HALL
116 ASPEN LANE
HILL COUNTRY VILLAGE, TEXAS 78232
THURSDAY, JULY 31, 2025
5:30 P.M.

'25 JUL 24 PM 4:31

Mayor: Gabriel Durand-Hollis
Council Place #1: Heather Chandler
Council Place #2: Matthew Acock
Council Place #3: Frank Rivas
Council Place #4: Gregory Blasko
Council Place #5: Allison Francis

1. Call to order.
2. Invocation and Pledge of Allegiance.

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separately unless requested by a Council Member or the Mayor, in which event the item or items will immediately be withdrawn for individual consideration in their normal sequence after the items do not require separate discussion have been acted upon. The remaining items will be adopted by one motion and vote of the City Council.

3. Discussion and possible action approving the minutes of the City Council Meeting of June 12, 2025.

INDIVIDUAL ITEMS FOR CONSIDERATION:

4. Report by Mayor on matters of community interest.
5. Report by City Council members on items of community interest.
6. 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

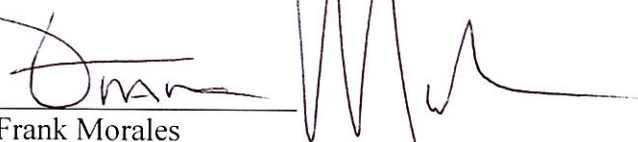
action may take place and no council discussion or response is required to the speaker. However, the Mayor or the City Administrator may make a statement of specific factual information in response to an inquiry or recite existing policy in response to an inquiry. A time limit of two minutes per speaker is permitted; the council may extend this time at their discretion.

- 7. Discussion and possible action in relation to Alta Towers, LLC v. City of Hill Country Village, Hill Country Village City Council, et al., Case No. 5:25-cv-00006, United States District Court, Western District of Texas, a lawsuit relating to denial of the Special Use Permit for a cell tower. Possible Executive Session pursuant to Texas Government Code Section 551.071, Consultation with Attorneys.
- 8. Discussion and possible action on a presentation from Freeland & Turk on a 5-year plan on road maintenance for the City of Hill Country Village.
- 9. Discussion regarding new City Hall building including report from committee on recent activity and interaction with architect.
- 10. Presentation and discussion of the June 30, 2025 financial statement.
- 11. Report by City Administrator/Chief of Police on matters of community interest.
- 12. Adjourn.

The Council reserves the right to discuss and appropriately act upon any item stated on this agenda in an 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), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development). No action may be taken in Executive Session.

A copy of this meeting’s agenda packet is available for public inspection, review, and copying at City Hall during regular business hours.

I certify that this notice of the meeting was posted at City Hall on the date and time indicated below.


Frank Morales
City Administrator

25 JUL 24 PM 4:31



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116 ASPEN LANE • HILL COUNTRY VILLAGE • TEXAS • 78232
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MINUTES
CITY COUNCIL MEETING
CITY HALL
116 ASPEN LANE
HILL COUNTRY VILLAGE, TEXAS 78232
THURSDAY, JUNE 12, 2025
5:30 P.M.

The City Council for the City of Hill Country Village met for a City Council Meeting Thursday, May 12, 2025, at 5:30 p.m. at City Hall, 116 Aspen Lane, Hill Country Village, Texas. This was an open meeting subject to the Texas Open Meetings Act.

Members Present:

Mayor Gabriel Durand-Hollis
Councilman Matthew Acock
Councilman Greg Blasko
Councilwoman Allison Francis
Councilwoman Heather Chandler
Councilman Frank Rivas

Members Not Present:

City Staff Present:

City Administrator, Frank Morales
Administrative Assistant, Linda Solis
City Attorney, Marc Schnall
Finance, Alexander Baez

1. Call to order.

Mayor Durand-Hollis called the meeting to order at 5:30 p.m.

2. Invocation and Pledge of Allegiance.

Mayor Durand-Hollis led those present in the Invocation and the Pledge of Allegiance.

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, 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.

3. Discussion and possible action approving the minutes of the City Council Meeting of May 12, 2025, May 15, 2025, and May 29, 2025.

Councilwoman Chandler motioned to approved the minutes, Councilman Blasko seconded motion; Councilman Rivas requested the correction on spelling for Calvary Trail to change to Cavalry Trail. Motion approved unanimously with the correction.

4. Discussion and possible action approving a resolution authorizing the City of Hill Country Village to submit an application to the Office of the Governor for the FY 2026 Bullet-Resistant Shield Grant Program.

Councilwoman Francis motion to approved the resolution, Councilman Blasko seconded; motion approved unanimously.

5. Discussion and possible action approving a resolution authorizing the City of Hill Country Village to submit a grant application to the Office of the Governor for the FY 2026 Body Camera Grant Program.

Councilwoman Francis motion to approved the resolution, Councilwoman Chandler seconded the motion; motion approved unanimously.

INDIVIDUAL ITEMS FOR CONSIDERATION:

6. Report by Mayor Durand-Hollis on items of community interest.

Mayor Durand-Hollis had meeting with Bexar County and Councilwoman Chandler. Mayor had meeting with auditors and suggested to pull financials.

7. Report by City Council members on items of community interest.

Councilwoman Francis reported on Texas legislature adjourned sine die June 2nd. Two bills are affective the beginning of September. Two bills are waiting on governor's signature. House bill 1522 requires instead of 72 hours of agenda being posted it will change to 3 days. House bill 4129 freedom of information act request if no response of information the requestor is informed within 10 business days. Senate bill 1173 procurement for state funds or state program the tress hold is raise from 50,000 to 100,000 affective September 1st. House bill 150 every elected official or appointed official is required to take cyber security training every year affective September 1st.

Councilman Blasko clarified the change on the hours to days of the agenda required to be posted.

Councilman Acock requested the packets to be posted on the website.

8. 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. However, the Mayor or the City Administrator may make a

statement of specific factual information in response to an inquiry or recite existing policy in response to an inquiry. A time limit of two minutes per speaker is permitted; the council may extend this time at their discretion.

Kelle Acock requested packet to be posted on website and receive emails of the agenda.

Nick Ozorov thanked council for their service and for the city putting up cones on the side of the street on Tower Dr.

9. Discussion and possible action regarding City Engineer's review of warranty work under the ABR contract and action, if any, taken in this regard by City attorneys. Possible Executive Session pursuant to Texas Government Code Section 551.071, Consultation with Attorneys.

Mayor Durand-Hollis announced for City Council to go into the Executive Session at 5:52 p.m. on June 12, 2025.

Mayor Durand-Hollis ended the Executive Session 551.071 (Consultation with Attorney) at 6:07 p.m. No Action taken.

10. Discussion on the City of Hill Country Village Financial Report.

Council discussed the financial report.

11. Discussion and set dates and times for workshop on proposed City of Hill Country Village Annual Budget for the Fiscal Year 2025-26.

Council scheduled Thursday, July 17th 6:30 pm and Saturday, August 9th 10 am.

12. Discussion and possible action in relation to Alta Towers, LLC v. City of Hill Country Village, Hill Country Village City Council, et al., Case No. 5:25-cv-00006, United States District Court, Western District of Texas, a lawsuit relating to denial of the Special Use Permit for a cell tower. Possible Executive Session pursuant to Texas Government Code Section 551.071, Consultation with Attorneys.

Mayor Durand-Hollis announced for City Council to go into the Executive Session at 6:19 p.m. on June 12, 2025.

Mayor Durand-Hollis ended the Executive Session 551.071 (Consultation with Attorney) at 6:37 p.m. No Action taken.

13. Discussion and possible action related to proposed new building for City Hall including budget, design, bidding, construction, costs, phasing of work, temporary facilities, and possible appointment of input committee.

Councilwoman Francis schedule 1st meeting virtually Wednesday June 18th. Received information from Sara Flower-Architect and will meet over the summer to bring back proposal to the City Council.

14. Report by City Administrator/Chief of Police Frank Morales on items of community interest.

No action.

15. Adjourn.

Mayor Durand-Hollis adjourned the meeting at 7:27 p.m.

The Council reserves the right to discuss and appropriately act upon any item stated on this agenda in an 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), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development). No action may be taken in Executive Session.

APPROVED THIS 31ST DAY OF JULY, 2025

Gabriel Durand-Hollis
Mayor

Frank Morales
City Administrator

July 16, 2025

Frank Morales
City Administrator
City of Hill Country Village
116 Aspen Lane
San Antonio, Texas 78232

Re: 5-Year Street Maintenance Plan

Dear Mr. Morales:

As requested, Freeland Turk Engineering Group, LLC is providing this 5-Year Street Maintenance Plan for the City of Hill Country Village.

Existing Pavement Conditions

Freeland Turk conducted a windshield survey of the pavement conditions on all streets within Hill Country Village. We provided the results on Exhibit No. 1 - Pavement Condition Map.

Street Maintenance Program

Freeland Turk recommends the City of Hill Country Village consider the following array of maintenance activities within the next five years. These activities are based on the existing condition of the streets and the application of effective methodologies to achieve a good or better pavement condition for all streets in Hill Country Village.

Crack Sealing

Freeland Turk recommends the City of Hill Country Village conduct a crack sealing program for all streets every other year. Crack sealing is inexpensive and highly effective in preventing water from infiltrating cracks in the asphalt surface. This maintenance activity slows the deterioration of the pavement. Please refer to Exhibit No. 2 - Layout of Crack Sealing Priority Streets.

Soil Stabilization

There are approximately 20 locations in Hill Country Village where visible patches of highly expansive clay soil exist under various streets. These expansive soils expand and shrink with changes in moisture conditions, causing longitudinal and diagonal cracks and accelerated deterioration of the overlying pavement.

Uretek (www.uretek.com) uses injected polyurethane to stabilize expansive clay patches. The injected polyurethane encapsulates the expansive clay and stabilizes the moisture content. Stabilizing the moisture significantly reduces the expansion and shrinking of the underlying soil and the pavement cracking. This method addresses the root cause of cracking at these locations. Once complete, the existing asphalt milled and overlaid with 2" in new HMAC. Please refer Exhibit No. 3 - Layout Map of Expansive Soil Stabilization Patches.

Asphalt Surface Treatment

Within the last 4 years, Hill Country Village has reconstructed approximately two-thirds of its streets. These relatively new asphalt streets are oxidizing (turning gray), which is a natural condition caused by the elements (oxygen, sunlight/UV, and heat) over time. Oxidation causes the asphalt to lose flexibility due to the breakdown in chemical bonds in the asphalt. The result is cracking, raveling, surface wear, and less resistance to water penetration. Asphalt surface treatments are used to rejuvenate the pavement, countering the effects of oxidation and age.

We recommend the City of Hill Country Village consider applying a high-density mineral bond to it's streets. Holbrook Asphalt Company's HA5 (www.holbrookasphalt.com) is a high density mineral bond surface treatment that can be is applied to streets in fair to very good condition, including chip seal surfaces. HA5 rejuvenates and seals the pavement surface and does not oxidize (it stays the color black). Please refer to Exhibit No. 4 – Asphalt Surface Treatment.

Mill and Overlay with Curb

Approximately one-third of the City's streets have not experience significant maintenance in the last 4 years. The pavements in many of these streets are in good-to-fair condition but will need additional maintenance in the next 5 years.

We recommend Hill Country Village consider overlaying these streets, including constructing curbs, milling existing asphalt, and placing 2" of asphalt. This approach will extend the life of the streets considerably and the finished pavement will look like the newer streets in other parts of the city. Please refer to Exhibit No. 5 - Location Map of Mill and Overlay Streets.

Street Reconstruction

The pavement on Marmon Ridge is in poor condition. As a minimum, the existing pavement should be reconstructed using a replace-in-place approach, including 8" of new base material and 2" of HMAC. The cost estimate is approximately \$150,000 for this work.


Ponding water is the primary cause of pavement deterioration on this street. We recommend the City construct drainage improvements to mitigate ponding and improve drainage conditions. There are other issues too. Freeland Turk is currently exploring various options for this street separate and apart from this maintenance plan effort.

Clarifications & Next Steps

In this letter Freeland Turk has provided financially unconstrained street maintenance approaches and cost estimates, enabling the City to discuss and consider various scenarios that may be implemented depending upon available funding over the next five years. Our intent was to create a menu, allowing decision makers to “pick and choose” desired activities that will eventually evolve into the final 5-Year Street Maintenance Plan that reflects the constraints of a projected budget.

Freeland Turk is available to present this plan, answer questions, explore various scenarios, and finalize the plan based on input and direction from the City.

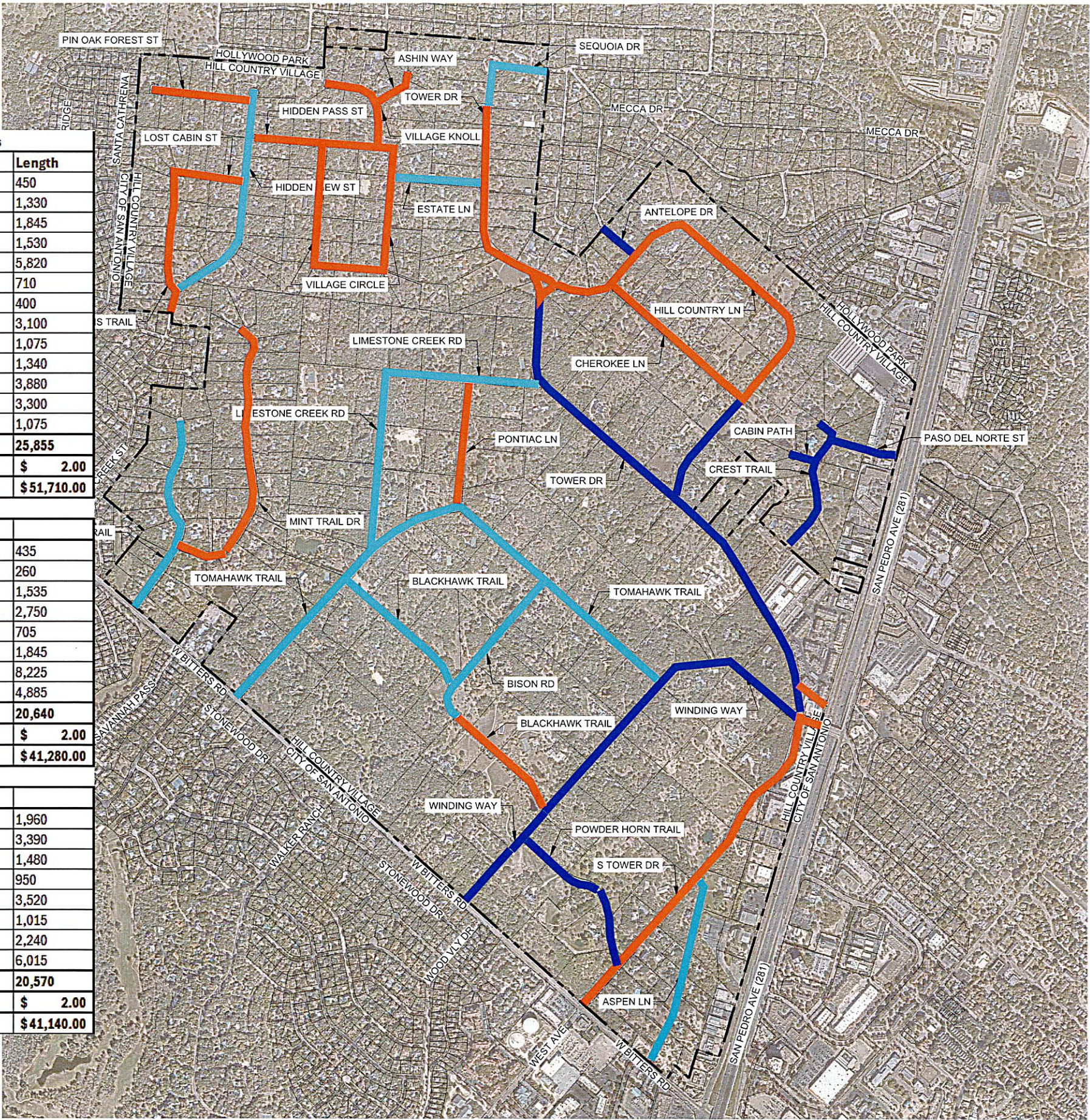
Should you have any questions, please contact me.

Sincerely,

Thomas N. Turk, P.E.
Principal

Attachments: Exhibits No. 1 through No. 5

Date: Jul 09, 2025, 3:34pm User ID: shepp
File: 7 (ENG - PHD)163 - Hill Country Village 102 - Street Maintenance Plan_CAD (163)163_102 HCV EXHIBIT 001.dwg

Priority #1 Streets	
Street	Length
Ashin Way	450
Axis Trail	1,330
Cherokee Lane	1,845
Hidden Pass Street	1,530
Hill Country Lane	5,820
Lost Cabin Street	710
Marmon Ridge	400
Mint Trail Drive	3,100
Pin Oak Forest Street	1,075
Pontiac Lane	1,340
S. Tower	3,880
Village Circle	3,300
Village Knoll	1,075
Total Length (feet)	25,855
Cost Per Foot of Street	\$ 2.00
Total Cost (Priority #1 Streets)	\$51,710.00
Priority #2 Streets	
Antelope Drive	435
Cabin Path	260
Crest Trail	1,535
Hidden View Street	2,750
Paso Del Norte Street	705
Powderhorn Trail	1,845
Tower Drive	8,225
Winding Way	4,885
Total Length (feet)	20,640
Cost Per Foot of Street	\$ 2.00
Total Cost (Priority #3 Streets)	\$41,280.00
Priority #3 Streets	
Aspen Lane	1,960
Blackhawk Trail	3,390
Bison Road	1,480
Estate Lane	950
Limestone Creek Road	3,520
Sequoia Drive	1,015
Treasure Trail	2,240
Tomahawk Trail	6,015
Total Length (feet)	20,570
Cost Per Foot of Street	\$ 2.00
Total Cost (Priority #2 Streets)	\$41,140.00



- Priority #1 Streets
- Priority #2 Streets
- Priority #3 Streets

Crack Sealing Priority Streets

Date 7-16-25



18830 FORTY SIX PKWY, BLDG 2, STE B (830) 438-0329
SPRING BRANCH, TX 78070 TBPE FIRM F-21047

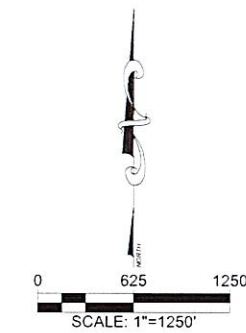
City of Hill Country Village
Crack Sealing Program
Priority Streets

JOB:
DATE: 7-16-25
DRAWN: MN PM: MN
DESIGN: DM
PEER: OTHER:
REVISIONS:
DELTA DESCRIPTION

SHEET:
Exhibit No. 2



Note: The locations of expansive soil patches were determined by visual observation of pavement cracking and analysis of historical aerial imagery.



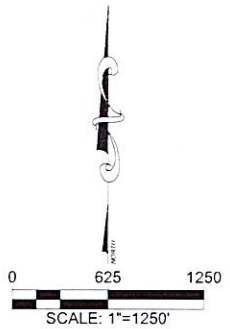
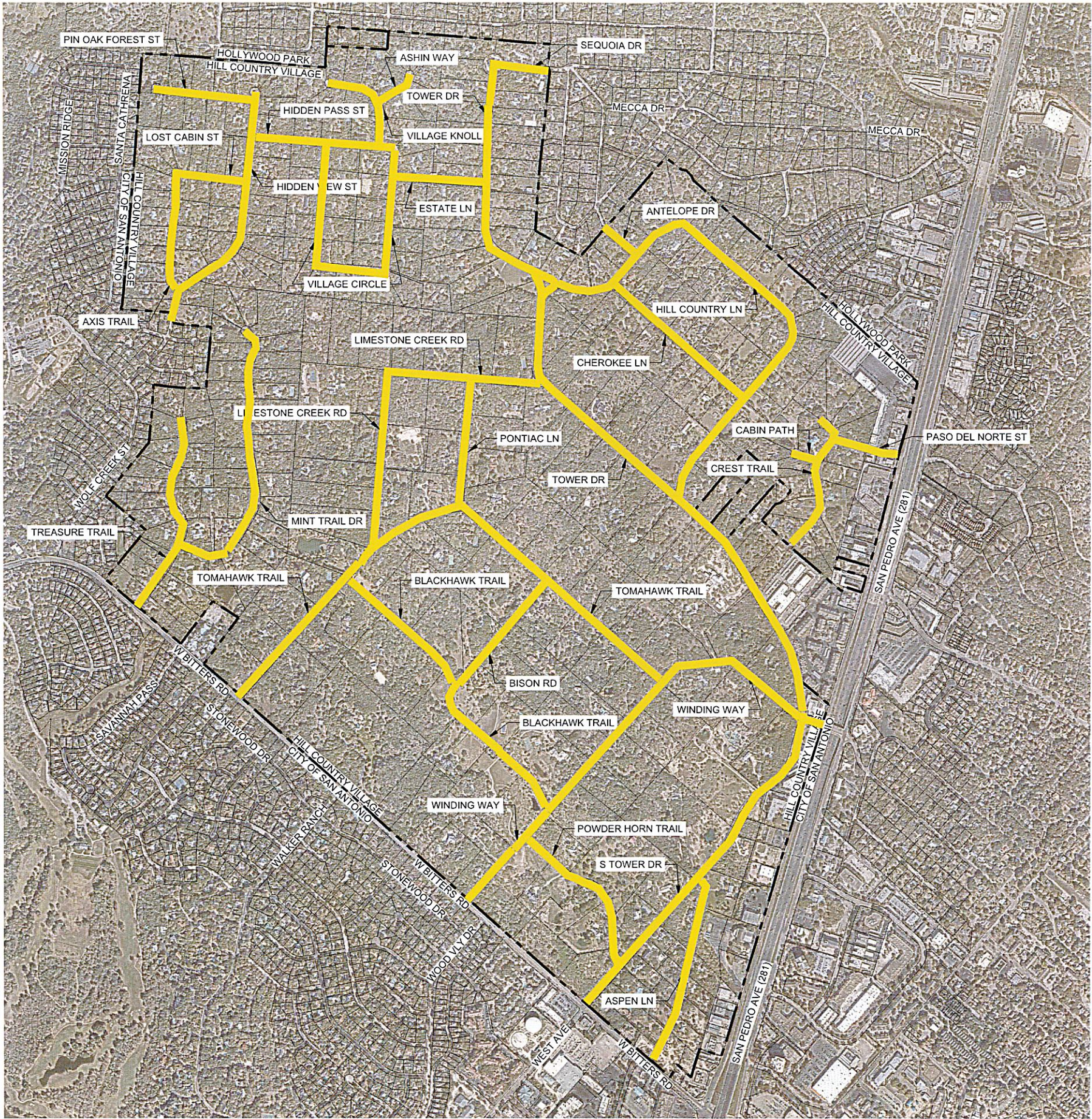
Expansive Soil Patches

**City of Hill Country Village
Soil Stabilization Patches
Cost Estimate**

Streets	Linear Feet of Patch (22' wide)	Cost @ \$225/LF
Tower Drive	350	\$ 78,750
Hidden View	350	\$ 78,750
Village Circle	350	\$ 78,750
Axis Trail	250	\$ 56,250
Cherokee Lane	1,100	\$ 247,500
Hill Country Lane	1,500	\$ 337,500
Pontiac Lane	140	\$ 31,500
Mint Trail Drive	1,000	\$ 225,000
Blackhawk Trail	900	\$ 202,500
Winding Way	825	\$ 185,625
Powderhorn Trail	145	\$ 32,625
Aspen Lane	600	\$ 135,000
Total	7,510	\$ 1,689,750

Soil Stabilization Patches

Date 7-16-25



Legend

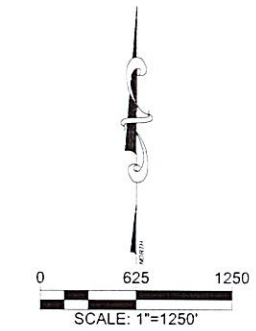
 Asphalt Surface Treatment (HDMB - HA5)

**City of Hill Country Village
Asphalt Surface Treatment (HA5)
Cost Estimate**

Street Name	Street Length - FT	Cost @\$13.5/LF
Ashin Way	450	\$ 6,075
Tower Drive	8,225	\$ 111,038
S. Tower Drive	3,880	\$ 52,380
Village Knoll	1,075	\$ 14,513
Hidden Pass Street	1,530	\$ 20,655
Pin Oak Forest Street	1,075	\$ 14,513
Lost Cabin Street	710	\$ 9,585
Hidden View Street	2,750	\$ 37,125
Sequoia Drive	1,015	\$ 13,703
Estate Lane	950	\$ 12,825
Antelope Drive	435	\$ 5,873
Village Circle	3,300	\$ 44,550
Axis Trail	1,330	\$ 17,955
Limestone Creek Road	3,520	\$ 47,520
Cherokee Lane	1,845	\$ 24,908
Hill Country Lane	5,820	\$ 78,570
Pontiac Lane	1,340	\$ 18,090
Mint Trail Drive	3,100	\$ 41,850
Cabin Path	260	\$ 3,510
Crest Trail	1,535	\$ 20,723
Paso Del Norte Street	705	\$ 9,518
Treasure Trail	2,240	\$ 30,240
Tomahawk Trail	6,015	\$ 81,203
Blackhawk Trail	3,390	\$ 45,765
Bison Road	1,480	\$ 19,980
Winding Way	4,885	\$ 65,948
Powderhorn Trail	1,845	\$ 24,908
Marmon Ridge	N/A	N/A
Aspen Lane	1,960	\$ 26,460
Total	66,665	899,978

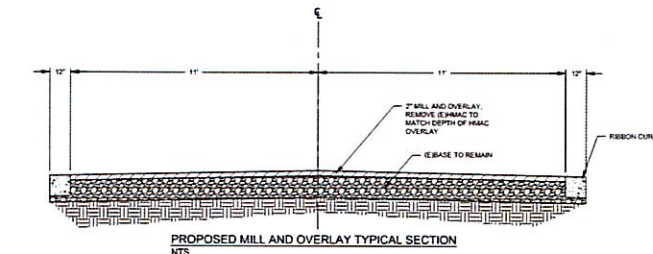
**Asphalt Surface
Treatment**

Date 7-16-25



Legend

Mill and Overlay



**City of Hill Country Village
Mill and Overlay
Cost Estimate**

Street Name	Street Length - FT	Cost @\$182/LF
S. Tower Drive	3,880	\$ 706,160
Hidden Pass Street	1,530	\$ 278,460
Lost Cabin Street	710	\$ 129,220
Hidden View Street	950	\$ 172,900
Village Circle	3,300	\$ 600,600
Axis Trail	1,330	\$ 242,060
Pontiac Lane	1,340	\$ 243,880
Mint Trail Drive	3,100	\$ 564,200
Blackhawk Trail	900	\$ 163,800
Total	17,040	\$ 3,101,280

Mill and Overlay Streets

Date 7-16-25

**City of Hill Country Village
5-Year Street Maintenance Plan
Mill and Overlay Streets**

JOB: _____	
DATE: _____	
DRAWN: MN	PM: MN
DESIGN: _____	DM: _____
PEER: _____	OTHER: _____
REVISIONS:	
DELTA	DESCRIPTION

SHEET:
Exhibit No. 5
(revised)

July 22, 2025

Frank Morales
City Administrator
City of Hill Country Village
116 Aspen Lane
San Antonio, Texas 78232

Re: 5-Year Street Maintenance Plan

Dear Mr. Morales:

As requested, Freeland Turk Engineering Group, LLC is providing this letter outlining our recommended priority street maintenance activities for the City over the next five years. The approximate budget for the proposed program is \$3 million. Please refer to the 5-Year Street Maintenance Plan dated 7-16-25.

Priority 1 – Crack Sealing

Crack sealing is a cost-effective and proven method for preventing water infiltration into pavement. We recommend this maintenance activity be performed routinely every two years to extend the life of the roadway network.

Priority 2 – Mill and Overlay with Curb

The primary focus of the City's street maintenance efforts over the next five years should be on mill and overlay projects. This approach is a strategic investment in streets currently in fair to good condition that were not included in the City's two most recent paving programs.

Priority 3 – Asphalt Surface Treatment (HA5)

While the application of HA5 is beneficial, other street maintenance needs take precedence. Given current priorities and funding constraints, we recommend deferring this treatment to the following 5-year cycle.

Lower Priority – Soil Stabilization

Polyurethane injection for subgrade stabilization can effectively address the root causes of pavement failure at localized spots. However, due to the high capital cost and long-term return on investment, we recommend addressing isolated failures through conventional spot repairs as needed.


Lower Priority – Street Reconstruction

Marmon Ridge functions primarily as an extension of the Clock Tower Retail Center’s parking lot and as emergency access for the Ironridge at Hill Country apartments. Its value as a public street is limited. We recommend the City evaluate the possibility of closing this road before investing in full reconstruction.

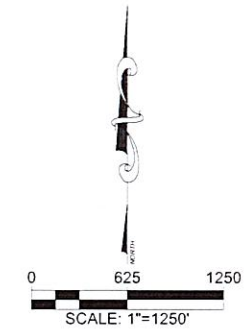
Recommendation

Freeland Turk recommends that the City adopt a 5-Year Street Maintenance Program focused on crack sealing and mill and overlay improvements. Estimated costs are approximately **\$268,260** for crack sealing and **\$3,101,280** for mill and overlay, for a total program estimate of **\$3,369,540**. We recommend increasing the budget to fund the citywide crack sealing and mill and overlay candidate streets (see Exhibit No. 5).

Please feel free to contact me with any questions or if additional information is needed.

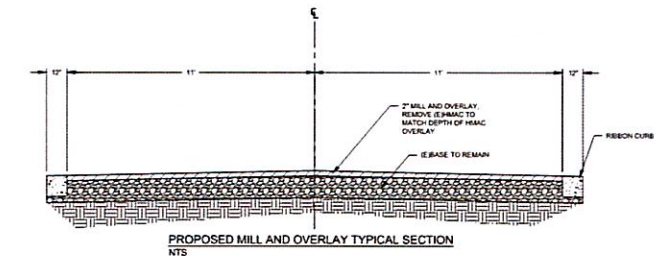
Sincerely,

Thomas N. Turk, P.E.
Principal

Attachments: Exhibit No. 5



Legend

Mill and Overlay



**City of Hill Country Village
Mill and Overlay
Cost Estimate**

Street Name	Street Length - FT	Cost @\$182/LF
S. Tower Drive	3,880	\$ 706,160
Hidden Pass Street	1,530	\$ 278,460
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Village Circle	3,300	\$ 600,600
Axis Trail	1,330	\$ 242,060
Pontiac Lane	1,340	\$ 243,880
Mint Trail Drive	3,100	\$ 564,200
Blackhawk Trail	900	\$ 163,800
Total	17,040	\$ 3,101,280

Mill and Overlay Streets

Date 7-16-25