

**VILLAGE OF THE HILLS  
MINUTES OF JUNE 9, 2016  
REGULAR MEETING**

**1. Call to Order**

A meeting of the Board of Aldermen (“the BOA”) of the Village of The Hills (“the Village”) was held at the Village Offices at 102 Trophy Drive, The Hills, Texas 78738. Mayor Eric Ovlen called the meeting to order at 8:30 a.m. and the roll was called of the duly constituted officers and members of the Board to wit:

Eric Ovlen	Mayor
J.R. Smith	Mayor, Pro Tempore
Jim Nelson	Treasurer
Hilda Potsavich	Secretary
George Spencer	Alderman
Robert Smith	Alderman

**And all of said persons were present except Jim Nelson, thus constituting a quorum.**

Also present were Dan Roark, Earl Wood, Beth Caccamisi, and Linda Lunney, representing general management for The Hills; Terry Browder, Emergency Management; Chris Robertson, Steger and Bizzell; Patrick Youngren, Constable; and Kathryn Williamson, representing the POA.

**2. Pledge of Allegiance**

The Pledge of Allegiance was led by Alderman Spencer.

**3. Consider, discuss and take any necessary action on Floodplain Report**

Dan Roark reviewed the history of the FEMA Floodplain. An Ordinance was passed in 2006 and a number of residents were required to purchase flood insurance. Since this ordinance was passed, the floodplain has been changed due to rain patterns, erosion, etc. FEMA has an open period for people affected by the change to submit comments on the new maps. Once this period is closed the new maps will go into effect and insurance rates will reflect the new floodplain.

Chris Robertson gave a presentation on the floodplain maps and described how the risk areas are determined. If continuous flood insurance coverage has been maintained the rates may be grandfathered and the existing rate or a lower rate may be used if the house was built before the last maps were adopted.

A copy of Mr. Robertson’s presentation will be put on the Village Website.

**4. Law Enforcement**

Officer Youngren reviewed his written report showing 15 traffic stops, 15 traffic warnings and 4 traffic citations.

**5. Sign the approved re-subdivision of Lot 230A of the replat of Lot 229B, the Hills of Lakeway, Phase Two under new owners**

The re-subdivision was approved in March but not filed with Travis County. The property has sold and the new owners will file it with the County after it is signed.

**6. Approval of Minutes of May 12, 2016 regular meeting**

*Alderman Robert Smith moved approval of the Minutes of May 12, 2016 regular meeting; Secretary Potsavich seconded the motion which carried unanimously.*

**7. Treasurer's Report**

Beth Caccamisi reviewed her written report showing \$329,325.71 in the General Fund and \$49,838.67 in the Solid Waste Fund.

*Alderman Robert Smith moved approval of the Treasurer's Report; Alderman Spencer seconded the motion which carried unanimously.*

**8. Consider, discuss and take any necessary action on signature cards for PlainsCapital Bank**

Signature cards were signed.

**9. Park Liaison Report**

The Park Commission has not met yet this month.

**10. POA Liaison Report**

Secretary Potsavich reviewed her written report including:

- The proposal for striping and painting the road stop bars and crosswalks has been approved
- The POA Board agreed to let the school busses to exit through the Serene Hills gate
- The Board is considering allowing service contractors and preferred guests purchase RFID tags. The Board has also decided to discontinue checking contractors insurance as long as State Inspections are valid
- Permission from the POA Board to build the walking trail along the right-of-way along the north side of The Hills Drive from Dashwood to the small cul-de-sac was granted.

**11. Hills Club Liaison Report**

Mayor Ovlen did not meet with the club this month. Discussion on fishing by the golf club ensued and the Mayor will check on the Club fishing policy.

## **12. Consider, discuss and take any necessary action on the Walking Trail**

Mayor Pro Tempore J.R. Smith reported on the progress of the newest segment of the walking trail. The shoulder work is the last part of the project and is almost completed. Mayor Pro Tempore J.R. Smith is researching rumble strips to designate the walking trail from the road.

Mayor Ovlen informed the BOA that he has received numerous complementary comments on the walking trail.

## **13. Consider, discuss and take any necessary action on Oak Wilt**

Secretary Potsavich reported on a regional meeting she attended with the Mayor, Angie Thielemans and Kathryn Williamson on Oak Wilt. The group will meet again next year.

Forester Clay Bales returned to The Hills and has indicated one tree that has signs of possible oak wilt and will keep an eye on it.

Secretary Potsavich asked that the residents that were initially contacted about this issue be sent an update on the results of the survey in addition to distribution of educational information on Oak Wilt to a more general audience.

## **14. Hurst Creek MUD Report**

Mayor Pro Tempore J.R. Smith reported on the most recent meeting including:

- Amending the Drought Contingency Plan
- Annexation of Serene Hills Drive
- To keep the effluent holding pond at the appropriate level, the MUD has been discharging water on the golf courses and common areas

## **15. Emergency Management Report**

Terry Browder reviewed the CAPCOG emergency notification system, cell phone registry, and the Emergency Operation Center contact list.

## **16. Interim City Administrator's Report**

Earl Wood informed the BOA that the spam filters have been changed and explained how to customize the site.

The initial process of preparing next fiscal year's budget has started and requested that anyone who would like something to be considered in the budget let him know.

**17. Consider, discuss and take any necessary action on the Resolution to approve the Travis Central Appraisal District purchase of the vacant lot at 2304 Forbes Drive, Austin, TX for use of expanding the existing office facilities**

*Alderman Robert Smith moved to approve the Resolution for Travis Central Appraisal District purchase of the vacant lot at 2304 Forbes Drive, Austin, TX for use of expanding the existing office facilities; Alderman Spencer seconded the motion which carried unanimously.*

**18. Consider, discuss and take any necessary action on the annexation of Serene Hills Drive and boundary with the City of Lakeway adjustment**

The boundary of The Hills along The Hills Drive was reviewed by Mayor Pro Tempore Smith. Earl Wood will research and prepare a proposal for adjusting the boundary with Lakeway.

Discussion ensued on the annexation of Serene Hills Drive.

*Alderman Robert Smith moved to not annex Serene Hills Drive; Secretary Potsavich seconded the motion which carried unanimously.*

The stop sign on the corner of Serene Hills Drive and The Hills Drive needs to be addressed as to the most effective way to notify drivers that traffic on The Hills Drive does not stop for Serene Hills traffic.

**19. Consider, discuss and take any necessary Action on a Youth Advisory Commission**

The Mayor reported that the commission has been meeting regularly and is working on a second draft of their charter to be presented at the July meeting. They will attend the Park Commission meeting to observe the operation.

**20. New Business Items Introduced by Members of the Board of Alderman**

Secretary Potsavich reported that sections of the fencecrete fence are showing mildew after the rain. The MUD is working on the fence to alleviate the problem.

**21. Consider, discuss and take any necessary action regarding Lakeway Resident's Directory.**

Mayor Ovlen presented a requested from Lakeway Civic Corporation stating that due to rising costs in production and delivery, the Lakeway Resident's Directory, while free in the past, will now cost \$5 for each book. While a convenient source, The Hills residents are only partially represented and many listings are out-of-date.

*Alderman Robert Smith moved not to pay for the Lakeway Resident's Directory; Alderman Spencer seconded the motion; Mayor Pro Tempore J.R. Smith opposed; the motion carried.*

**22. Comments from Attending Visitors and Guests**

There were no comments.

**23. The Board will meet in executive session to discuss personnel issues in accordance with Texas Government Code Section 551.074**

The BOA did not meet in executive session.

**24. Tour of the Emergency Operations Center**

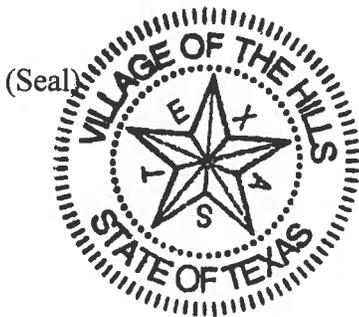
*Secretary Potsavich moved to adjourn; Alderman Robert Smith seconded the motion which carried unanimously.*

The BOA to meet at 1:30 for a tour of the Emergency Operations Center.

**25. Adjournment**

There being no further business, the tour was concluded at 2:30 p.m.

Signed this 21<sup>st</sup> day of July, 2016.



  
Eric Ovlen, Mayor

  
Hilda Potsavich, Secretary