

**VILLAGE OF THE HILLS  
MINUTES OF AUGUST 18, 2016  
SPECIAL 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 George Spencer, thus constituting a quorum.**

Also present were Earl Wood, Beth Caccamisi, and Linda Lunney, representing general management for The Hills; Terry Browder, Emergency Management; Wilson Smith, Director of Hurst Creek MUD; Barney Knight, attorney; Katheryn Williamson and Anne Hewgley, representing the POA; John McGuire and Hugo Clemento, representing Executive Security Systems; and Sargent Kent Shaffer.

**2. Pledge of Allegiance**

The Pledge of Allegiance was led by Alderman Robert Smith

**3. Convene into executive session pursuant to Section 551.071, Texas Local Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding use of sales tax funds.**

The BOA convened into executive session at 8:40 a.m.

**4. Reconvene into open session to take action as deemed appropriate in the City Council’s discretion regarding use of sales tax funds.**

Open session reconvened at 9:34 a.m.

*Alderman Robert Smith moved to amend the Village of The Hills Road Tax pursuant to Texas Local Tax Code Chapter 327.008, Municipal Sales and Use Tax For Street Maintenance, in the Fiscal Year 2016-2017 budget and all future budgets; Treasurer Nelson seconded the motion which carried unanimously.*

**5. Consider, discuss and take any necessary action on preliminary budget for Fiscal Year 2016-2017.**

Mayor Ovlen presented a power point presentation for the Village management structure. He presented 5 options for review. He asked that the item be put on the next agenda for further discussion.

**6. Consider, discuss and take any necessary action on the preliminary budget for Fiscal Year 2016-2017.**

Treasurer Nelson reviewed the proposed budget. The Mayor requested \$5,000 for the Youth Commission. The Interlocal Agreement between the Village and the MUD will be adjusted to include the assistant to the mayor. Money will also be added to the Park budget for painting of the park buildings.

A special BOA meeting will be held to approve the proposed budget and tax rate on Wednesday, August 24, 2016 at 4:00 pm.

**7. Consider, discuss and take any action necessary regarding the 2016 Tax Rate and 2016-2017 Fiscal Year Budget, set the date for public hearing on the tax rate and budget and authorize publication of the Notice of Public Hearing on the tax rate and budget.**

Tabled until August 24, 2016.

**8. Consider, discuss and take any necessary action on the Youth Advisory Commission**

The final proposal has been postponed until the September 14<sup>th</sup> BOA meeting. The group have been taking an active part in park activities.

**9. Law Enforcement**

Sargent Shaffer reviewed the written report showing 11 stops, 9 warnings, and 5 citations.

**10. Approval of Minutes of July 21, 2016 special meeting**

*Secretary Potsavich moved approval of the Minutes of July 21, 2016 special meeting; Alderman Robert Smith seconded the motion which carried unanimously.*

**11. Treasurer's Report**

Beth Caccamisi reviewed her written report showing \$208,260.22 in the General Fund and \$47,675.78 in the Solid Waste Fund.

*Secretary Potsavich moved approval of the Treasurer's Report; Treasurer Nelson seconded the motion which carried unanimously.*

**12. Consider, discuss and take any necessary action on the Progressive rate increase.**

Mayor Pro Tempore J.R. Smith presented a request from Progressive Waste Management to increase the cost of monthly collection from \$15.05 to \$15.20 per month per customer. Mayor Pro Tempore J.R. Smith felt the \$36.00 bi-monthly charge should not be changed to reflect the increase. He also would like to update the amendment to the agreement with Progressive to state the CPI period the rate is accurately based on from August to August to June to June.

*Mayor Pro Tempore J.R. Smith moved to update the amendment to the agreement to reflect the June to June CPI index for determining rates; Secretary Potsavich seconded the motion which carried unanimously.*

*Treasurer Nelson moved approval of the 15 cent increase but to keep the cost the same to the customers; Secretary Potsavich seconded the motion which carried unanimously.*

**13. Park Liaison Report**

Alderman Robert Smith left the meeting and Mayor Ovlen reviewed his written report. Hills Fest will be held on October 16, 2016 and a Fall Music Fest will be held on November 13, 2016.

**14. POA Liaison Report**

Secretary Potsavich reviewed her written report including:

- Complaints of recent vandalism to several greens and the area of the Golf Academy and asked the POA for help in controlling vehicle access to the practice holes. Concern was expressed on the speed of vehicles on The Hills Drive over the dam.
- John Almond tendered his resignation from the Road Committee and announced tht Larry Mayo, a civil engineer, will take over as Chairman of that committee.
- Radiant is currently working on updating the RFID software so that non-resident Club Members can be held responsible for "cutting through" Flintrock and The Hills.
- The POA Board will be preparing the budget to be approved at the October meeting.

**15. Hills Club Liaison Report**

Mayor Ovlen reported on changes in the Club's management and plans to meet with the new general manager.

**16. Consider, discuss and take any necessary action on the Common Areas/greenbelts**

Secretary Potsavich reported that a few trees will need to be replaced on the Club Estates median in the fall.

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

No action at this time.

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

No action at this time.

**19. Consider, discuss and take any necessary action regarding the Fencecrete Fence**

All work on the fence has been completed. An inspection schedule has been prepared by the fence committee.

**20. Hurst Creek MUD Report**

Earl Wood reported that the MUD has passed its budget for Fiscal Year 2016-2017. He reported on water damage to the Hills office building that will need extensive repairs.

**21. Emergency Management Report**

Terry Browder reviewed his report on current law enforcement coverage. He suggested that the contract with the Constables be reviewed each year before renewal but current coverage is sufficient with a few changes listed below:

- POA security is increasing night-time patrols for more coverage throughout the Hills
- Camera up grades will enable capturing license plates of cars coming in and out of the gates
- Constable coverage will include alternating shifts including nights (Third shift will be monitored to determine effectiveness)

**22. Interim City Administrator's Report**

Earl Wood reported on the following:

- ADA tiles have been installed on the walking trail
- The fencecrete fence has been powerwashed
- The radar sign had some issues after being rebuilt, but is now repaired
- The Mayor of Lakeway requested a meeting with Mayor Ovlen to discuss the traffic light at The Hills Lohman's Crossing Gate

**23. Consider, discuss and take any necessary action on the boundary with the City of Lakeway adjustment.**

Earl Wood reported on a meeting with Lakeway City Manager, Steve Jones and Lakeway Mayor Bain on the boundary issue. They cannot go along with the adjustment because of issues with Lakeway MUD, but may be willing to work with the Village on the maintenance of this area.

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

Mayor Ovlen asked for suggestions of the best way to communicate with residents. He asked Treasurer Nelson and Earl Wood to investigate options.

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

There were no comments.

**26. Consider, discuss and take any action regarding the BOA meeting time and/or date**

This item is tabled until next meeting but the Mayor asked the Board to consider changing the meetings to evening hours.

**27. Adjournment**

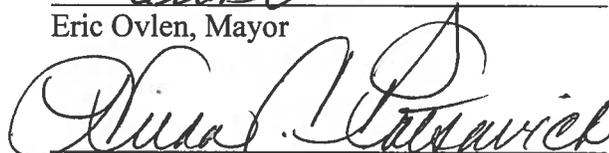
There being no further business, the meeting was adjourned at 12:36 p.m. by motion of Secretary Potsavich, seconded by Treasurer Nelson and carried unanimously.

Signed this 14<sup>th</sup> day of September, 2016.

(Seal)



  
Eric Ovlen, Mayor

  
Hilda Potsavich, Secretary