

**VILLAGE OF THE HILLS
MINUTES OF OCTOBER 11, 2016
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 9:00 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 thus constituting a quorum.

Also present were Earl Wood, Beth Caccamisi, Dan Roark and Linda Lunney, representing general management for The Hills; Terry Browder, Emergency Management, and Sargent Kent Shaffer.

2. Pledge of Allegiance

The Pledge of Allegiance was led by Secretary Potsavich.

3. Hills Club Liaison Report

Mayor Ovlen reported that the General Manager of the Hills Club, James Walsh, will attend the next BOA meeting. The Mayor, POA President Hal Lanham and the MUD President Wilson Smith had lunch with James Walsh to discuss working together on joint interests.

4. POA Liaison Report

Secretary Potsavich reviewed her written report including:

- Residents’ concerns on parking and un-buried Time Warner cables
- Review of a bid from Alpha Paving to repair the contractors entrance at the Club Estate gate.
- The new Club Manager, James Wash was introduced
- The Board voted to a trial basis of photographing Licenses to have a photo id and home address of contractors and make a note of their destination in The Hills
- The POA Board approved their 2017 budget

5. Law Enforcement Monthly Report

Sargent Shaffer reviewed his written report showing 21 traffic stops, 30 warnings and 6 citations.

6. Emergency Management Coordinator Report

Terry Browder reported he has been invited to make a presentation to the quarterly meeting of the Texas area Lions Club.

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

Mayor Ovlen reported on the first official meeting of the Youth Advisory Commission (YAC). Seven commissioners have been sworn in and officers elected. He asked that Isabella (Bella) Downer be appointed to the commission.

Secretary Potsavich moved to appoint Bella Downer to the Youth Advisory Commission; Alderman Robert Smith seconded the motion which carried unanimously.

8. Approval of Minutes of September 14, 2016 special meeting

Secretary Potsavich moved approval of the September 14, 2016 special meeting minutes; Treasurer Nelson seconded the motion which carried unanimously.

9. Treasurer's Report

Treasurer Nelson and Beth Caccamisi reviewed the written report showing year-end totals of \$209,176.41 in the General Fund and \$50,375.51 in the Solid Waste Fund.

Secretary Potsavich suggested that the MUD be reimbursed for trash charges on accounts that have been written off for non-payment. Mayor Pro Tempore J.R. Smith will work with Beth Caccamisi to see what this will entail.

Treasurer Nelson reminded the Board that we are still collecting taxes from the street fund and need to discuss how to appropriate the funds.

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

10. Park Liaison Report

Alderman Robert Smith reported on the most recent meeting. He stated that the Commission has been diligent in keeping to their budget, ending the year with a balance of about \$2,000. The Commission is working hard on HillsFest. The music festival scheduled for November will be postponed until the new year.

11. Consider, discuss and take any necessary action on the Village website and communications with residents.

Discussion ensued about the need to create a program of multiple sources to reach all generations of residents. Action has been tabled until the next meeting.

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

The Mayor reported that the POA and BOA will meet with their attorneys to work towards funding the remainder of the walking trail.

Mr. Wood was instructed to move forward on the sealing of the newer portions of the walking trail.

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

Secretary Potsavich reported on the state of trees that were on a “watch list”; they are still showing no signs of wilt.

14. Hurst Creek MUD Report and 15. City Administrators Report

Combining items 14 and 15, Earl Wood reported on current activities:

- Beth Caccamisi is currently working on the Audits for both the Village and the MUD
- The Radar sign is still having issues after being rebuilt and a new sign may need to be purchased in the near future
- The ADA bumper plates have been installed on the walking trail
- A major repair of a drainage culvert near the Hills Club House will involve shutting the road down.

16. New Business Items Introduced by Members of the Board of Alderman

Mayor Pro Tempore J.R. Smith worked with Lakeway to have the “Village of The Hills” sign on Lohman’s Crossing replaced. The sign looks much better but he would like it to be bigger.

17. Comments from Attending Visitors and Guests

There were no comments.

18. Consider, discuss and take any necessary action regarding the organizational structure of the Village

Mayor Ovlen reported on a meeting with the MUD and presented an organizational chart of the new village structure using a shared services manager (Earl Wood) with the MUD.

Mayor Pro Tempore J.R. Smith commended the spirit of cooperation between the MUD and the Village through the years.

19. Consider, discuss and take any necessary action on the screening process and interview procedure for the position of Village Manager

Mayor Ovlen reported that he and Dan Roark are reviewing all resumes received for the position and have four – five excellent candidates and will start the interviewing process in the beginning of

November. The first interview will consist of a panel including Dan Roark, Earl Wood, Mayor Ovlen, Hal Lanham, and Gary Weldon. The second interview will consist of a panel consisting of the BOA.

The Mayor asked the BOA to submit questions and hot buttons they would like to see covered during the interview process.

20. The Board will meet in executive session to discuss the Interlocal Agreement between the Village of The Hills and Hurst Creek MUD regarding personnel in accordance with Texas Government Code Section 551.074

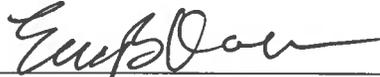
The BOA went into executive session at 10:53 a.m. and reconvened at 11:30 a.m.

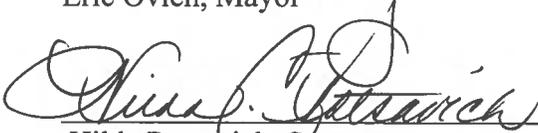
21. Adjournment

There being no further business, the meeting was adjourned at 11:31 a.m.

Signed this 8th day of November, 2016.




Eric Ovlen, Mayor


Hilda Potsavich, Secretary

POA MEETING
October 25, 2016

The Board met in Closed Session until 9:30:

The meeting was called to order by Hal Lanham, Board President. Also in attendance were Anne Hewgley, Vice President, Josh Avigael, Treasurer, and Lee Nelson, POA Board Member and Angie Theilemans Site Manager, along with Larry Mayo of the Road Committee and John Radovanov of Secure Gate. Also present were residents Dave and Jan Rollins, Fran Leavitt, Ed McKroy and Addom Gentner.

- The 2017 Budget was discussed and approved. There will not be a need to increase POA Dues for the next year.
- John Radovanov presented an overview his assessment of the various problems with the gates and his estimate to make the necessary corrections.
- Larry Mayo reported that the contractors entrance of the Club Estates gate will be closed for two weeks beginning November 1st so the necessary repair (replacing the asphalt with concrete) can be made.
- Angie has been tasked with preparing a report comparing various security companies and their contracts with ESS for Board consideration at the November meeting.
- During the Open Forum Resident Ed McKroy presented his complaint of the POA not enforcing the exterior lighting rules; Fran Leavitt complained about dogs being allowed to run loose in her neighborhood.
- The November meeting date was changed to the 15th and the December meeting will be held Wednesday, December 14th.

Hilda Potsavich – Alderman
POA Liaison