

**VILLAGE OF THE HILLS  
MINUTES OF NOVEMBER 8, 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; Angie Thielemans, POA; James Walsh, Sr. Regional Manager, The Hills Country Club; and Sargent Kent Shaffer.

**2. Pledge of Allegiance**

The Pledge of Allegiance was led by Alderman Spencer.

**3. Hills Club Liaison Report**

Mayor Ovlen introduced James Walsh, Sr. Regional Manager of the The Hills Country Club.

**4. POA Liaison Report**

Secretary Potsavich reviewed her written report including:

- The 2017 Budget was approved
- An assessment of the various problems with the gates and an estimate to make necessary corrections was presented
- The contractors entrance of the Club Estates gate will be closed for two weeks beginning November 1<sup>st</sup> so the necessary asphalt repairs can be made
- A report comparing various security companies and the POA contract with ESS will be prepared for the November meeting
- A resident presented his complaint that the POA was not enforcing the exterior lighting rules, and another resident complained about dogs being allowed to run loose

- The November meeting will be on the 15<sup>th</sup> and the December meeting will be held on Wednesday, December 14<sup>th</sup>

#### **5. Law Enforcement Monthly Report**

Sargent Shaffer's report showed 17 traffic stops, 20 warnings and 4 citations. Earl Wood reported that the radar sign is currently working but not optimally. A resident is continuing to state that people are speeding on The Hills Drive. After a number of patrols in the area it was determined that the rotation of the existing sign still seems sufficient. Mr. Wood suggested borrowing monitoring strips from Lakeway to track the traffic speeds as well as frequency. Mr. Wood was asked to move forward on this.

#### **6. Emergency Management Coordinator Report**

Terry Browder reported on a three-day training session at the Scott & White as well as other local hospitals. The results received a favorable rating. Mr. Browder handed out a list of acronyms used in Emergency Management. Alderman Spencer mentioned getting an official badge displaying Terry Browder as the Village of The Hills Emergency Management Coordinator. Mr. Browder will research the details and put in a request at the next meeting.

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

Mayor Ovlen reported on recent activities. He requested the nomination of Sara Millan as a new commissioner. He said that the parents of the Youth Commissioners have increased their participation in the community in response to their children's activities.

*Secretary Potsavich moved approval of Sara Millan as Youth Advisory Commissioner; Alderman Robert Smith seconded the motion which carried unanimously.*

#### **8. Approval of Minutes of October 11, 2016 regular meeting**

*Mayor Pro Tempore J.R. Smith moved approval of the October 11, 2016 regular meeting minutes; Secretary Potsavich seconded the motion which carried unanimously.*

#### **9. Treasurer's Report**

Beth Caccamisi reviewed the written report showing \$189,014.55 in the General Fund and \$70,255.90 in the Solid Waste Fund.

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

#### **10. Park Liaison Report**

Alderman Robert Smith reported that the Commission has not met since the last BOA meeting. HillsFest was a huge success with approximately 500 in attendance.

**11. Consider, discuss and take any necessary action on deer management**

The sighting of a large buck was discussed. No action will be taken at this time and the situation will continue to be monitored.

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

This item was tabled until next meeting.

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

Mayor Pro Tempore J.R. Smith reported that the sealing of the walking trail has been completed. A discussion on the color and the possible need to re-evaluate the tone ensued. Mayor Ovlen suggested getting together a committee to determine future maintenance of the trail as well as what will be required to complete the trail.

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

There was nothing new to report.

**15. Hurst Creek MUD Report**

Earl Wood reported on the most recent MUD meeting including:

- The office rehab was discussed
- The rehab of four manholes has been started. This is the pilot of the on-going maintenance program of manholes needing repairs.
- The repair of a drainage culvert near the Hills Club House was discussed

Treasurer Nelson complemented Kasey Belote on his participation at the HillsFest and all the MUD operators on a weekend water main repair at the Masters.

**16. City Administrator's Report**

Earl Wood reported on issues with the bathrooms at the Park. The urinal is being replaced. Electricity at the Park needs to be upgraded. Mayor Ovlen asked that the Park Commission review a master plan for the Park. The erosion along the new section of the walking trail will be investigated.

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

Mayor Pro Tempore J.R. Smith suggested the need for education of the BOA on economic and legal processes.

Secretary Potsavich reported that the trash bins on five pet stations were rusted out and have been replaced.

Mayor Ovlen asked the BOA to review the materials on the HEB health pledge for the next meeting.

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

There were no comments.

**19. Village Manager interview update**

Mayor Ovlen reported that three out of five candidates have been interviewed. The last two candidates will be interviewed on November 15<sup>th</sup>. Once these are completed, the most promising will be chosen for interviews with the BOA.

**20. Consider, discuss and take any action on Community Service Awards**

This item will be covered in executive session.

**21. Update on the Interlocal Agreement between the Village of The Hills and Hurst Creek MUD**

Jim Wingard will work with the BOA once a Village Manager has been hired.

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

The BOA went into executive session at 10:45 a.m. and reconvened at 11:30 a.m.

*Secretary Potsavich moved approval of the two nominees for community awards as presented by the nominating committee; Treasurer Nelson second the motion which carried unanimously.*

**21. Adjournment**

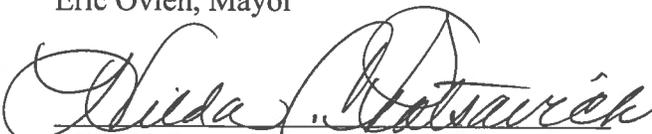
There being no further business, the meeting was adjourned at 11:35 a.m.

Signed this 13<sup>th</sup> day of December, 2016.

(Seal)



  
Eric Ovlen, Mayor

  
Hilda Potsavich, Secretary