

**VILLAGE OF THE HILLS
MINUTES OF APRIL 11, 2017
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 except George Spencer, thus constituting a quorum.

Also present were Beth Caccamisi, Wendy Smith and Linda Lunney, representing general management for The Hills, and Terry Browder, Emergency Management.

2. Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Ovlen.

3. Approval of Minutes

Secretary Potsavich moved approval of the March 14, 2017 regular meeting minutes; Treasurer Nelson seconded the motion which carried unanimously.

4. Reports

a. Law Enforcement

Wendy Smith reviewed the written report showing: 65 traffic stops, 60 warnings and 5 citations. BOA complimented the constable on the excellent job he has been doing.

b. Emergency Management Coordinator

Terry Browder reviewed recent area criminal activities and praised the cooperation of local law enforcement and Hill’s security. He also informed the BOA of GIS updates of locations within The Hills.

c. Hills Club Liaison

The Mayor reported on the continuing good communication between the Club and the BOA.

d. Youth Advisory Commission Liaison

Wendy Smith advised the BOA that the YAC will be evaluating their charter. The food drive is going well. The YAC is being kept up-to-date on activities of the Strategic Planning Committees.

e. POA Liaison

Secretary Potsavich reviewed her written report including:

- A resident expressed concern with on going issues of dogs running loose, landscape vandalism and drones. The resident was directed to the Club Board of Governors with concerns over fitness center conditions.
- Lee Nelson said that the Security Committee wants to review the Architectural Committee Rule Book before it is sent to the POA Attorney. He also introduced a new member of the AC, Heidi Kelly.
- Pendleton Construction will start the street corner repair around April 17th. They will relocate sprinkler heads that will be affected by the new rock work. Funds were approved to have Alpha Paving do spot crack sealing on the roads.
- Lee Nelson suggested conducting a resident survey.
- The April POA meeting has been changed to the third Tuesday, April 18.

Secretary Potsavich was asked to inquire about the RFID system being off at The Hills side of the Flintrock gate at night.

f. Park Liaison

Alderman Robert Smith reported that JazzFest will be on April 30th; HillsFest on November 5th. He presented proposed plans and budget for a dog park.

Alderman Robert Smith moved approval to finalize plans for the dog park and research sources of funding the dog park; Treasurer Nelson seconded the motion which carried unanimously.

g. Press Liaison

Treasurer Nelson reported that the MUD and the BOA is working together on informing residents of the backwash recovery program and its benefits to the community. The POA is working with the *Impact* on an article about the current roadwork.

h. Treasurer

Beth Caccamisi reviewed her written report showing: \$383,603.90 in the General Fund and \$54,751.61 in the Solid Waste Fund.

Alderman Robert Smith moved approval of the Bookkeeper's Report; Secretary Potsavich seconded the motion which carried unanimously.

i. Hurst Creek MUD

Mayor Ovlen reported on the most recent meeting, including MUD plans to pay off some callable bond debt.

j. Village Manager

Wendy Smith proposed purchasing shirts embroidered with the Hill's logo. She will work up cost estimates. Ms. Smith reported on a number of meetings she attended including, a meeting with Steve Shannon with Waste Management about ways to improve communication between Waste Management staff and the village office. She also introduced a new program "Coffee with the Constable". The Constable will meet with residents periodically to discuss concerns and get to know each other.

k. Park and Youth Advisory Commission appointments

Wendy Smith recommended Jett Hinkle be appointed to the YAC. The current charter allows for four members from each grade; however, the YAC will review and amend the charter to allow more commissioners.

Secretary Potsavich moved to approve amending the charter to allow more members from each grade and appoint Jett Hinkle to the YAC; Alderman Robert Smith seconded the motion which carried unanimously.

5. Consideration and action regarding the Walking Trail

Mayor Pro Tempore J.R. Smith reviewed plan "B" to extend the walking trail over the dam on The Hills Drive. He presented pictures of the proposed path of the trail and the alterations needed to bring the five-foot wide path passed the existing drainage ditch.

The meeting recessed at 10:30 for inclement weather.

The meeting reconvened at 11:15

Steps needed to proceed on plan "B":

- Get the concept adopted by the POA and the MUD
- Funding

Mayor Pro Tempore J.R. Smith moved to approve plan "B"; Alderman Robert Smith seconded the motion which carried unanimously.

6. Consideration and possible action commemorating the 20th Anniversary of the Village of The Hills

Mayor Ovlen reviewed the plans for celebrating The Hills 20th Anniversary as part of HillsFest. Alderman Robert Smith and Secretary Potsavich will work with the POA and the Park Commission on the celebration.

7. Consideration and possible action regarding new signage at Lohman's Gate

This item was tabled until Alderman Spencer is present as he brought this to the attention of the BOA.

8. Consideration and action regarding the municipal offices renovation

Wendy Smith reported on the progress of the renovations. The estimated cost to the Village for the renovations is \$17,246.94.

9. Discussion of Village of The Hills Strategic Plan

Mayor Ovlen asked for a brief update from the committees.

Governance – The initial focus is to develop a guiding principle; *example, “To enhance the quality of life and safety for our residents, with a focus on the continuing improvement of the property values within The Hills at the most cost effective value proposition for our residents.”*

Communications – Wendy Smith handed out a report showing various ways to improve communication with residents.

Revenue – Treasurer Nelson reported all four entities had representation, focusing on being an enabling function for long range planning and the cost to support plans.

Physical Assets – Committee has not met yet.

Regional Involvement – Wendy Smith reviewed her report identifying opportunities for the BOA and herself to reach out to local communities in the region.

Programs and Services – Secretary Potsavich described the need for an accurate demographic study to develop programs including the possibility of periodic demonstrations in the park of topics residents may be interested in.

Think Tank – Mayor Ovlen reviewed his written report. This committee will meet quarterly and filter ideas and information to appropriate committees.

10. New Business Items Introduced by Members of the Board of Aldermen

No new business.

11. Comments from Attending Visitors and Guests

There were no comments.

12. The Mayor and Board of Aldermen may adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code including, but not limited to, Sections 551.071 (Consultation 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), 551.087 (Economic Development), 418.183 Deliberations about Homeland Security Issues), and as authorized by the Texas Tax Code including, but not limited to Section 321.3022 (Sales Tax Information).

- 1. Discussion regarding an Interlocal Agreement between the Village of The Hills and Hurst Creek Municipal Utility District (Section 551.074)**
No action
- 2. Discussion regarding roadway easements in the Village of The Hills (Section 551.072)**

The BOA went into executive session at 12:20 p.m. and reconvened the regular meeting at 1:10 pm.

Alderman Robert Smith moved for the Village Manager to proceed with item 2 as discussed in Executive Session; Secretary Potsavich seconded the motion which carried unanimously.

14. Adjournment

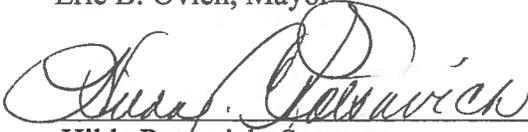
There being no further business, the meeting was adjourned at 1:20 p.m.

Signed this 10th day of May 2017.

(Seal)




Eric B. Ovlen, Mayor


Hilda Potsavich, Secretary