



**REGULAR MEETING OF THE BOARD OF ALDERMEN  
TUESDAY, JUNE 13, 2017  
MINUTES**

**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 Ovlén called the meeting to order at 9:00 a.m. and the roll was called of the duly constituted officers and member of the Board to wit:

Eric B. Ovlén, Mayor  
Hilda Potsavich, Secretary  
Robert Smith, Alderman

J.R. Smith, Mayor Pro Tempore  
Jim Nelson, Treasurer  
George Spencer, Alderman

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

Also present were Wendy Smith, and Linda Lunney representing general management for The Hills; Earl Wood, representing Hurst Creek MUD; and Terry Browder, Emergency Management.

**Guests**

James Walsh, Clubcorp; John Gilmore and Trisha Altamirano, representing development for ClubCorp project.

**PLEDGE OF ALLEGIANCE**

Terry Browder led the pledge.

**APPROVAL OF MINUTES**

1. Special meeting of May 10, 2017

*Secretary Potsavich moved to approve the May 10, 2017 special meeting minutes; Alderman Robert Smith seconded the motion which carried unanimously.*

**PRESENTATIONS**

1. Law Enforcement

Wendy Smith reviewed the written report showing: 37 traffic stops, 34 warnings and 3 citations and 69 community contacts.

"Coffee with the Constable" is on June 20<sup>th</sup> in the Village conference room.

2. Emergency Management Coordinator

Terry Browder distributed information on the CodeRed system and discussed the best way to inform residents how to sign up.

3. Hills Club Liaison

Mayor Ovlen discussed the continuing partnership with the Club.

4. Youth Advisory Commission Liaison

The Mayor attended the most recent meeting where recruitment for new members was discussed. The YAC expressed their desire to hold a Halloween party for The Hills children.

5. POA Liaison

There was no report.

6. Park Liaison

Alderman Robert Smith reported on the most recent meeting:

- The Commission is considering a founder's day parade at the beginning of HillsFest to commemorate The Hills 20<sup>th</sup> anniversary.
- A volunteer day is tentatively set for September
- A meeting on the Dog Park is scheduled for July 10 from 4pm to 6pm in The Hills conference room

7. Press Liaison

Wendy Smith submitted a listing of council members to Lake Travis View. A press piece on the YAC food drive was posted on Facebook, in The Impact and Lake Travis View and will appear in the POA newsletter. The notice of "Coffee with the Constable" is being posted on Facebook and on the Village website as a test to determine community response.

8. Finance Report/Treasurer's Report for the Month of April, 2017

Wendy Smith reviewed the written report showing \$359,307.24 in the General Fund and \$56,664.29 in the Solid Waste Fund.

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

9. Hurst Creek MUD

Earl Wood reported that:

- The office renovation was completed and moving would start tomorrow
- Some callable bonds in the amount of \$225,000 have been paid off early
- An educational flyer on pressure reducing valves was included in this month's water bills
- The MUD budgeting process has started

10. Village Manager

Ms. Smith reported on city-related bills that will be considered in a special session of the state legislature. Budget amendments and a preliminary budget will be presented in July.

11. Park and Youth Advisory Commission appointments

*Secretary Potsavich moved the appointment of Lauryn Baldwin to the Youth Advisory Commission; Alderman Robert Smith seconded the motion which carried unanimously.*

BUSINESS ITEMS

1. Public Hearing to Discuss Amendments to FEMA Flood Insurance Rate Maps and Flood Insurance Study Reports.

Wendy Smith re-introduced the new FEMA rate maps. The one home and three properties possibly affected by the new maps have been contacted by certified and regular mail

2. Consideration and Possible Action regarding technical support for Flood Insurance Rate Map/Flood Insurance Study Review and Consultation Coordination Office Meeting.

Ms. Smith presented a cost estimate of \$750 for a Flood Insurance Study Review.

*Alderman Robert Smith moved approval of up to \$750 for a Flood Insurance Study Review; Secretary Potsavich seconded the motion which carried unanimously.*

3. Presentation and discussion regarding a Preliminary Replat Proposal for Academy Place.

James Walsh, ClubCorp, John Gilmore and Tricia Altamirano presented preliminary plans to develop Academy Place.

4. Consideration and possible action regarding the Walking Trail.

Mayor Pro Tempore JR Smith reported on the progress of construction on the most recent section of the trail. The total estimated cost of this section of the trail is \$31,422.

He presented estimated costs for future sections of the walking trail and the Mayor asked for a timeline and costs to complete the project.

5. Discussion and possible action regarding temporary sign protocol.

Temporary stop signs will be kept at the guard stations.

6. Consideration and possible action regarding the municipal offices renovation.

This item covered in the MUD report.

7. Consider Amendments to the Youth Advisory Commission Charter.

Mayor Ovlen reviewed several changes in the original charter that the YAC wished the BOA to approve (revised charter attached).

*Secretary Potsavich moved approval of the YAC Charter as amended in addition to up to three director positions; Alderman Robert Smith seconded the motion which carried unanimously.*

8. Consideration and possible action regarding a Village Communication Protocol.

Wendy Smith presented the Village Communication Protocol. Interviews are to be given by an elected official or if none are available the Village Manager.

*Alderman Robert Smith moved approval of the Village Communication Protocol as presented above; Secretary Potsavich seconded the motion which carried unanimously.*

9. Consideration and possible action regarding the Village of The Hills Strategic Plan  
Mayor Ovlen asked for updates from several committees:

- Physical Assets- Mayor Pro Tempore JR Smith reviewed the minutes from the first meeting.
- Public Safety – Alderman Robert Smith reported on the first meeting. A CodeRed protocol was discussed. Terry Browder will be the point person to establish emergency communiqués, with notice to the Mayor and Wendy Smith.
- Programs Committee – Secretary Potsavich felt the first meeting successful but there has been very little response during the summer months.

The Mayor will send a message requesting ongoing participation from all entities.

#### ANNOUNCEMENTS AND REQUESTS

1. New business items introduced by members of the Board of Aldermen  
The Mayor asked for a survey of the BOA availabilities for the August meeting.

#### PUBLIC COMMENT FROM ATTENDING VISITORS AND GUEST

There were no visitors.

Meeting went into Executive Session at 11:50 a.m.

#### EXECUTIVE SESSION

*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 §441.071 (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 (§551.074)

RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY ACTION RELATING TO THE EXECUTIVE SESSION AS DESCRIBED ABOVE.

Open session was reconvened at 12:35 p.m.

ADJOURNMENT

The meeting was adjourned at 12:36 p.m.

Signed this 11<sup>th</sup> day of July, 2017.



Eric B. Ovlen, Mayor



Hilda Potsavich, Secretary

(Seal)

