



**REGULAR MEETING OF THE BOARD OF ALDERMEN  
TUESDAY, SEPTEMBER 12, 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 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 B. Ovlen, 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 George Spencer, thus constituting a quorum.**

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

**PLEDGE OF ALLEGIANCE**

Treasurer Nelson led the pledge.

**APPROVAL OF MINUTES**

1. Special meeting of July 20, 2017, Regular meeting of August 8, 2017 and Special meeting of August 21, 2017.

*Secretary Potsavitch moved approval of the minutes of July 20, 2017 Special meeting; Alderman Robert Smith seconded the motion which carried unanimously.*

*Alderman Robert Smith moved approval of the minutes of August 8, 2017 Regular meeting with a typographical correction; Treasurer Nelson seconded the motion which carried unanimously.*

*Treasurer Nelson moved approval of the minutes of August 21, 2017 Special meeting with a typographical correction; Alderman Robert Smith seconded the motion which carried unanimously.*

**PRESENTATIONS**

1. Law Enforcement

Office Michael Deleon introduced himself as the constable presently patrolling The Hills. He reviewed his written report showing: 20 traffic stops; 22 warnings and 3 citations.

Secretary Potsavich requested a notation on the report specifying if the citation was given to a resident or non-resident.

## 2. Emergency Management Coordinator

Terry Browder reviewed his handouts; including information on the effects of the hurricanes on the petroleum/gas situation; and recognition at the Golf Club's Annual Golf Classic of area first responders.

## 3. Hills Club Liaison

Mayor Ovlen discussed the continuing cooperative relationship with the Club.

## 4. Youth Advisory Commission Liaison

Wendy Smith reported on the most recent meeting which included officer elections, expanded committees and upcoming events that the YAC will be participating in, including Halloween events, HillsFest and "State of the Village".

## 5. POA Liaison

Secretary Potsavich reviewed the written report including:

- Several residents expressed their concern over lawn maintenance crews; proposed development near 1 Club Estates Pkwy; the need to publish the rules of the roads within The Hills
- Additions and changes in the AC manual were proposed
- Security is evaluating the need for an extra guard at the back gate; trial license plate readers are being added to the cameras at the main gate to address overnight parking issues
- Visitor and day passes were discussed
- The office lease with the MUD was approved

Concern was expressed that the POA did not have a liaison with the BOA. The Mayor will discuss this with the POA President.

## 6. Park Liaison

Alderman Robert Smith reported a good turnout for the initial meeting for a dog park. Two residents expressed their objection to a park but many more are in favor. Wendy Smith distributed remarks from City Attorney Barney Knight on possible liabilities of a dog park. He feels there is no greater risk than that of the regular park.

There were complaints about the lack of lighting on the basketball court and the use of chalk on the court and pavilion surfaces.

The electrical system update has been approved.

## 7. Press Liaison

Treasurer Nelson is developing contacts with the local papers The Lake Travis View and Impact. The Village Facebook page is receiving a greater response, especially with news of the recent storms and trash collection.

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

Beth Caccamisi reviewed her written report showing: \$329,577.84 in the General Fund and \$46,787.04 in the Solid Waste Fund.

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

9. Hurst Creek MUD

Earl Wood reported on the following:

- Approved the conversion of the Accounting and Billing systems to Tyler Technologies
- Hired a new IT company, GCS Technologies
- Approved a complete upgrade of computer operating system and servers
- The Scada system will also be updated
- The new MUD website is now live

10. Village Manager

Ms. Smith reported on the following:

- Progress on the Strategic Plan
- "State of the Village" is planned for October 12, 2017 at the Hills Club.
- The Flood Plain Ordinance is under review and a final draft should be available at the October meeting
- The Constable agreement is being negotiated
- There will be several changes on the Village website

11. Park and Youth Advisory Commission appointments

*Secretary Potsavich moved approval of the appointment of Faith Rouse and Miguel Millan to the Youth Advisory Commission; Treasurer Nelson seconded the motion which carried unanimously.*

**BUSINESS ITEMS**

1. Hold Public Hearing on Proposed Fiscal Year 2017-2018 Budget

Wendy Smith reviewed the proposed budget of \$519,496. If any expenditures go over the budget amount an amendment to the budget will have to be approved by the BOA.

*Treasurer Nelson moved to close the Public Hearing on the Proposed Fiscal Year 2017-2018 Budget; Secretary Potsavich seconded the motion which carried unanimously.*

2. Hold Public Hearing on Proposed 2017 Ad Valorem Tax Rate

*Treasurer Nelson moved to close the Public Hearing on Proposed 2017 Ad Valorem Tax Rate; Secretary Potsavich seconded the motion which carried unanimously.*

3. Consideration and possible action approving an Ordinance adopting the FY 2017-2018 Budget.

*Secretary Potsavich moved approval of an Ordinance adopting the FY 2017-2018 Budget amending the proposed budget by \$3,100 for salary; Treasurer Nelson seconded the motion which carried unanimously.*

*Vote*

<i>Robert Smith</i>	<i>Yes</i>
<i>Jim Nelson</i>	<i>Yes</i>
<i>Hilda Potsavich</i>	<i>Yes</i>
<i>J.R. Smith</i>	<i>Yes</i>
<i>George Spencer</i>	<i>Absent</i>

4. Consideration and possible action approving an Ordinance adopting the Tax Rate

*Treasurer Nelson moved to increase property tax rate by the adoption of a tax rate of \$0.0600, which is effectively a 6 percent increase in the tax rate; Secretary Potsavich seconded the motion which carried unanimously.*

*Vote*

<i>Robert Smith</i>	<i>Yes</i>
<i>Jim Nelson</i>	<i>Yes</i>
<i>Hilda Potsavich</i>	<i>Yes</i>
<i>J.R. Smith</i>	<i>Yes</i>
<i>George Spencer</i>	<i>Absent</i>

5. Consideration and possible action on adopting an Ordinance to Provide for the Care of Public Trees

Wendy Smith reviewed the model Ordinance for the Care of Public Trees. The ordinance will be reviewed and presented at a future meeting. The Mayor asked that the BOA review the Ordinance carefully and forward any comments and/or concerns to the subcommittee consisting of Angie Thielemans, Alderman Potsavich and Wendy Smith. The subcommittee will prepare a draft Ordinance for the October meeting.

6. Consideration and possible action on the Village of The Hills 20<sup>th</sup> Anniversary  
Alderman Robert Smith reported that plans for the 20<sup>th</sup> Anniversary parade are well underway.

7. Consideration and possible action on "State of the Village"

Mayor Ovlen and Wendy Smith discussed plans for the "State of the Village" on October 12 at 7 pm. The event will consist of a formal presentation of about 20-30 minutes. There will be "stations" highlighting the different entities providing residents with information and answers to questions. Postcards advertising the event will be sent out and a newsletter will be prepared covering the event.

8. Consideration and possible action regarding the Walking Trail.

Mayor Pro Tempore J. R. Smith distributed designs for the next phase on Hills Drive at Hightrail Way. He had a rough estimate from Melvin Williams for this section of \$29,340 with an additional \$19,000 to

extend the Trail to Tiburon. Avenues of funding need to be investigated as well as the result of the Proposition A election to determine how and when to move forward. The Mayor asked for a recommendation from the BOA for action to move forward by October.

Ms. Smith received a bid of \$1,200 to paint the railings with epoxy paint but she wants to review the bid in depth before making a recommendation. Mayor Ovlen will hold a special meeting on the Walking Trail before the October Board meeting if necessary.

9. Discussion regarding November Elections

The Mayor asked the BOA to talk to neighbors and friends in The Hills of the importance of voting for Prop A.

ANNOUNCEMENTS AND REQUESTS

1. New business items introduced by members of the Board of Aldermen  
There was no new business.

PUBLIC COMMENT FROM ATTENDING VISITORS AND GUEST

There were no visitors.

*Secretary Potsavich moved to go into Executive Session at 11:45; Treasurer Nelson seconded the motion which carried unanimously,*

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. Sales Tax Proposition A
2. Hurst Creek MUD Interlocal Agreement

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

Open session was reconvened at 12:07 pm

No action was taken.

ADJOURNMENT

The meeting was adjourned at 12:08 pm

Signed this 10<sup>th</sup> day of October, 2017.

(Seal)



Eric Orlen, Mayor

Hilda Potsavich, Secretary