

## VILLAGE OF THE HILLS MINUTES OF JULY 11, 2013

### **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 Lindgren called the meeting to order at 8:30 a.m. and the roll was called of the duly constituted officers and members of the Board to wit:

Doug Lindgren	Mayor
J.R. Smith	Mayor, Pro Tempore
Ron Dodd	Treasurer
Hilda Potsavich	Secretary
Rick Zehrer	Alderman
Joy Hrobak	Alderwoman

And all of said persons were present thus constituting a quorum.

Also present were Dan Roark, Earl Wood and Linda Lunney, representing general management for The Hills; Terry Browder, Village Emergency Management Coordinator; John Herman, President, The Hills POA; Charlie Kitowski, resident and Warren Chirhart, his realtor.

### **2. Pledge of Allegiance**

Mayor Lindgren led the Pledge of Allegiance.

### **3. Approval of Minutes**

*Treasurer Ron Dodd moved approval of the minutes for the June 15, 2013 regular meeting and Alderman Rick Zehrer seconded the motion which carried unanimously.*

*Treasurer Dodd moved approval of the minutes for the June 25, 2013 special joint meeting and Alderman Zehrer seconded the motion with carried unanimously.*

### **20. Comments from Attending Visitors and Guests**

Charlie Kitowski appeared with his realtor Warren Chirhart to request a clarification of the BOA’s previous approval to vacate his combined lots.

*Alderman Zehrer moved to authorize the Mayor and Secretary to execute the necessary documents to separate lots 35, 36 and 68, Phase 2. Secretary Potsavich seconded the motion which carried unanimously.*

Mr. Kitowski and Mr. Chirhart left at this time.

#### **4. Treasurer's Report**

Treasurer Dodd reviewed his written report which shows a balance of \$109,103.90.

*Treasurer Dodd moved approval of the Treasurer's Report; Alderman Zehrer seconded the motion which carried unanimously.*

#### **5. Consider and take necessary action regarding Audit Engagement Letter for FY 2013-2014**

Treasurer Dodd reviewed the Audit Engagement for FY 2013-2014 for \$5,250.

*Treasurer Dodd moved approval of the Audit Engagement Letter for FY 2013-2014; Alderman Zehrer seconded the motion which carried unanimously.*

#### **6. Planning of 2013-2014 Budget**

Treasurer Dodd reviewed the most recent version of the budget, proposed changes, which are minimal.

#### **7. Solid Waste Report**

Mayor Pro Tempore Smith reviewed his written report and proposed budget.

Treasurer Dodd reviewed the budget process; the budget will be finalized at the August 8<sup>th</sup> meeting, advertised and then voted on at the September 12<sup>th</sup> BOA meeting.

#### **9. Park Liaison Report including 2013-2014 Park Budget Request**

Treasurer Dodd reported on the most recent Park Commission meeting, which dealt with the FY 2013-2014 Park Budget.

October 20, 2013 has been set for this year's Hills Fest.

#### **10. POA Liaison Report**

Secretary Potsavich reviewed her written report.

## **20. Comments from Attending Visitors and Guests**

Mr. Russ Stromberg appeared to discuss a potential coyote problem.

Dan Roark was requested to check with West Lake Hills on their experiences on trapping coyotes.

It was also suggested that an article be put in the up-coming newsletter about the potential problem and how to prevent it.

Mr. Stromberg left at this time.

## **8. Law Enforcement Report**

Officer Darren Dorheim appeared to review the written report, which showed 31 traffic stops, 16 warnings, 17 citations and 1 arrest.

The officer departed the meeting at this time.

Treasurer Dodd reviewed the results of the speed monitoring study. Over the course of 4 days:

- down the hill along Hills Drive adjacent to Flintrock, the average speed was 32.7 mph
- On The Hills Drive near Butterfly, average speed was 31.7 mph
- By the Park entrance, average speed was 28 mph

“Park Entrance” signs have been ordered.

It has been recommended that the Village purchase a hand-held radar gun which will cost around \$1,000.

*Treasurer Dodd moved to authorize the expenditure of \$1,200 (to be paid from the Contingency Fund) for a hand-held radar gun; Secretary Potsavich seconded the motion which carried unanimously.*

## **11. Consider and take any action on the proposed Lakeway Zoning variance in Tuscan Village**

Dan Roark summarized the issue of the zoning variance in Tuscan Village. There has been no progress on this matter; the BOA will be kept apprised of any developments.

## **12. Consider and take any action on the status of “The Hills Walking Trail” project and Academy of Golf Walking trail**

Dan Roark reviewed the bids received for construction of the “Hills Walking Trail” project.

*Alderman Zehrer moved to authorized execution of a contract with Bore-Tex Construction subject to approval of a performance bond. Treasurer Dodd seconded the motion which carried unanimously.*

A special meeting of the BOA will be called to decide on alternates and concrete color for construction.

**13. Consider and take any action on improvements to Club Estates Dams and Landscaping.**

Secretary Potsavich reported on recent improvements on the 3 dams on Club Estates Parkway.

**14. Consider and take necessary action regarding adoption of Interlocal Agreement for Permanent Household Hazardous Waste Facility**

*Treasurer Dodd moved to approve the Interlocal Agreement for Permanent Household Hazardous Waste Facility; Secretary Potsavich seconded the motion which carried unanimously.*

**15. Hurst Creek MUD Report**

Earl Wood summarized recent activities in the MUD; Sewer Treatment Plant improvements, drainage improvements on Lost Meadow. Stage 3 drought conditions will be discussed at the next MUD Board meeting.

**16. City Administrator's Report**

Dan Roark complemented the Constables on the good job they are doing.

**17. Report on Public Land Fire Hazard Prevention work and Grant Application**

Dan Roark reported that the environmental assessment is underway and may take a couple of months till completion.

**18. Emergency Management Coordinator Report**

Terry Browder reported on recent events. CAPCOG is trying out a new reverse 911 system. Mr. Browder will arrange for someone from CAPCOG to attend a future BOA meeting to explain the system. Mr. Browder will assist in training Lakeway's new EMC.

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

Dan Roark discussed retiring in 2-3 years and requested permission to go to MUD Board to discuss promoting Earl Wood to Assistant Village Administrator.

*Secretary Potsavich moved for Dan Roark to inquire of the MUD Board approval of Earl Woods promotion to Assistant Village Administrator; Treasurer Dodd seconded the motion which carried unanimously.*

Mayor Lindgren requested support by the BOA for a program honoring WWII Veterans. The acclamation was approved.

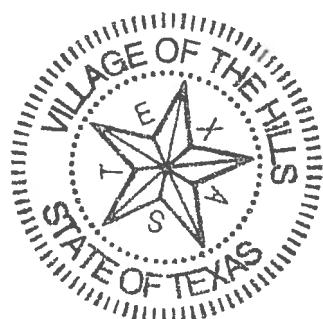
The November election ballot will include street maintenance sales tax and election of 2 Aldermen and the Mayor. Filing dates for candidates are July 29 – August 26.

## **21. Adjournment**

*On motion by Treasurer Dodd and seconded by Alderman Zehrer, the meeting was adjourned at 11:07 a.m.*

Signed this 8<sup>th</sup> day of August, 2013

(Seal)



Doug Lindgren  
Doug Lindgren, Mayor

Hilda Potsavich  
Hilda Potsavich, Secretary