



MINUTES OF THE CITY COUNCIL
OF THE VILLAGE OF VOLENTE, TEXAS
TUESDAY, MAY 17, 2016 at 6:30 P.M.
16100 Wharf Cove, Volente, Texas 78641

Present

Mayor Ken Beck
Mayor Pro Tem Steve Baker
Council Member Bill Connors
Council Member Kristi Belote
Council Member Andy Fogarasi
Council Member Kit Hopkins

Absent

Also in Attendance

A. ITEMS OPENING THE MEETING

1. Call to Order.
Mayor Ken Beck calls the meeting to order at 6:31 p.m.
2. Call Roll and Establish Quorum.
Julia Vicars, City Secretary, calls roll. A quorum is established.
3. Pledge of Allegiance.
All stood for the Pledge of Allegiance.
4. Approval of the minutes from March 10, March 24, April 14, April 19, and April 28, 2016.
Council Member Connors makes a motion to approve the minutes from March 10, March 24, April 14, and April 19 as amended, with April 28 not requiring minutes because the meeting did not take place. Seconded by Council Member Fogarasi. The motion carries unanimously.
5. Village Reports.
 - a. Review of Assigned Task List
Zoning Map (Mayor), Audit (Council Member Hopkins), Mowing, (Mayor and Mayor Pro Tem), RFP/RFQ for specialized Engineer to assist with the Site Development Ordinance (Council Members Baker and Connors), Road Maintenance Plan (Mayor).
 - b. Financial Reports
Council Member Hopkins delivers the financial reports for the Village. Though the Village is within the budget, line item transfers are suggested to allow for spending without overage of the budget amount. Non-Reimbursable Engineering Costs for the month are high, due to work on the zoning ordinance. Legal spending also included the zoning ordinance, Mollberg Park, and an accounts receivable issue.
 - c. Construction Update
Julia Vicars, City Secretary, gives a brief update on the ongoing projects in the Village. The percentage of properties requiring variances has gone down, with most of the development taking place on larger lots. Council asks for the application date of each project to be included in the report.
 - d. Crime & Complaints Report
A list of incidents in our municipality was not been received from Travis County by the time of the meeting, so incidents listed from a private website were not confirmed. False alarm

calls have been more prevalent, as well as minor in possession and marijuana related incidents on Lime Creek Road.

- e. City Secretary's Report
Codification, minutes, elections, development, the zoning ordinance, accounts receivable and archival of records were each given a brief overview or update.
- f. Committee Reports
 - Public Works – HVJ has completed the onsite work for the road maintenance plan and a report is being drafted currently. A budget request to Council will be forthcoming.
 - Public Safety – Application for off-site traffic enforcement using the Travis County Sheriff's Office has been executed by the City Secretary.
 - Public Communications – Terry Spurlin has agreed to begin creation and distribution of the newsletter.
- g. Mayor's Report
The Mayor briefly updates Council on a civil incident involving a college student on a party bus that took place a couple of weeks ago.

B. CITIZEN COMMUNICATIONS.

Diana Gonzales, Pedernales Electric Cooperative, invites Council and the residents of the Village to PEC's annual membership meeting in Dripping Springs at the High School Performing Arts Center on June 18th.

Judy Graci, 15775 Booth Circle, speaks about minutes and open meetings act compliance.

C. GENERAL BUSINESS AND ACTION ITEMS

1. Presentation, Discussion, Consideration and Possible Action on the application for a subdivision sign to be placed on the corner of Mary Street and Brandy Way for the Isle Estates subdivision.
 - a. Staff Presentation
Julia Vicars, City Secretary, presents on the application for a sign permit, which complies with the regulations set out in ordinance 2007-O-86.
 - b. Applicant Presentation
Brad Marshall, of Brad Marshall Homes, presents the request for the sign permit and the design of the entryway.
 - c. Citizen Comments
None.
 - d. Discussion and Possible Action from Council
Council discusses the inclusion of a rainwater collection system in the design of the entryway, which would require placing a water storage tank in the side street setback. After reviewing the definition of water tank and the sign ordinance, Council requires of the applicant that the water tank portion of the entryway sign be removed, and that the sign not be used as a rainwater collection system. The applicant is accepting of this modification.
Council Member Hopkins makes a motion to approve the sign permit for the entry sign at Mary Street and Brandy Way that intended to house a water tank, but is not to be used for water collection of any kind. Seconded by Council Member Belote. The motion carries unanimously.
2. Discussion and Possible Action on a Resolution to receive and accept as true the correct and canvassed voting results for the Special Election for two propositions which was held on May 7, 2016. (City Secretary)
Council Member Hopkins makes a motion to accept the canvassed results for the Special Election held on May 7, 2016. Seconded by Council Member Fogarasi. The motion carries unanimously.

3. Discussion and Possible Action on a Resolution of the Village of Volente establishing guidelines and routine procedures for the amendment and/or creation of ordinances. (Council Member Fogarasi)
Council Member Fogarasi makes a motion to approve the resolution, which establishes a routine and step by step process for creating or amending an ordinance. Council Member Hopkins seconds.
Council makes their suggested edits to the document, which include but are not limited to: defining the term goal manager, including verbiage that all proposed edits by the goal manager are to be recommendations to Council, that codification of the amended or new ordinance will take place at the scheduled time prescribed by Council for supplement update to our codified ordinances, and that only substantive changes will have to go back through legal review after public input.
The motion fails with Council Member Connors voting aye and Council Members Hopkins, Fogarasi, Belote and Mayor Pro Tem Baker voting nay.
Council Member Hopkins makes a motion to postpone the resolution until the next Council meeting, with distribution of the document with implemented edits to take place before the meeting via an email to each individual council member. Council Member Connors seconds. The motion carries unanimously.
4. Review, discussion and possible action on suggested revisions from the Budget, Finance and Administration Committee to resolution 2014-R-3, a resolution establishing Financial Controls and Spending Policies for the Village of Volente. (Council Member Hopkins)
Council Member Hopkins makes a motion to approve the revision to resolution 2014-R-3, replacing the Financial Controls and Spending Policy previously passed by Council with the updated and revised Financial Controls and Spending Policy presented this evening. Council Member Connors seconds.
Council makes edits and amendments to the document, which will be incorporated.
The motion carries unanimously.
5. Review, discussion and possible action on suggested revisions from the Budget, Finance and Administration Committee on changes to the job description for the Receptionist/Office Assistant. (Council Member Hopkins)
Council Member Hopkins makes a motion to accept the revised job description of the Receptionist/Office Assistant. Seconded by Council Member Belote. The motion carries unanimously.
6. Review, discussion and possible action on suggested revisions from the Budget, Finance and Administration Committee on changes to the job description for the City Secretary. (Council Member Hopkins)
Council and the City Secretary discuss the job description and the tasks assigned.
Council Member Belote makes a motion to approve the revised City Secretary job description with a note added that this job description is not to be used strictly for evaluation purposes. Seconded by Council Member Connors. The motion carries unanimously.
7. Review, discussion and possible action on suggested evaluation method and timing for the City Secretary. (Council Member Hopkins)
Council Member Hopkins makes a motion to approve the evaluation form and self-evaluation form and for each Council Member, Mayor, and Staff to complete their evaluation before the June 21st Council Meeting with review of the evaluations to take place in executive session. Council Member Fogarasi seconds. The motion carries unanimously.
8. Review, discussion and possible action on the FY 2015-16 Budget related to the impact of exiting Cap Metro and underutilization of the \$29,000 grant budgeted. (Council Member Hopkins)
Council Member Hopkins presents the budget analysis of spending to date and future liabilities. Council reviews and discusses potential options. A recommendation for line item adjustments was made by Council Member Hopkins. It was decided that the topic needs further review and discussion and that it will be presented at the next regular Council meeting.

