



MINUTES OF THE REGULARLY CALLED MEETING OF THE  
**CITY COUNCIL**  
OF THE VILLAGE OF VOLENTE, TEXAS  
**TUESDAY, JUNE 21, 2016 at 6:30 P.M.**  
16100 Wharf Cove, Volente, Texas 78641

**Present**

Mayor Pro Tem Baker  
Council Member Kit Hopkins  
Council Member Bill Connors  
Council Member Kristi Belote

**Absent**

Mayor Ken Beck  
Council Member Andy Fogarasi

**Also in Attendance**

Tom Buckle, City Attorney

**A. ITEMS OPENING THE MEETING**

1. Call to Order.  
Mayor Pro Tem Baker called the meeting to order at 6:30 p.m.
2. Call Roll and Establish Quorum.  
Julia Vicars, City Secretary, called roll. A quorum was established.
3. Pledge of Allegiance.  
All stood for the Pledge of Allegiance.
4. Approval of the minutes from January 19<sup>th</sup>, May 5<sup>th</sup>, May 12<sup>th</sup>, May 17<sup>th</sup>, and May 26<sup>th</sup>, 2016.  
**Council Member Belote makes a motion to approve the minutes as presented at the meeting this evening. Council Member Hopkins seconds. The motion carries unanimously.**
5. Village Reports.
  - a. Financial Reports  
Council Member Hopkins delivers the financial reports for the Village. Sales tax revenue is higher than anticipated, and expenses are lower than budgeted.
  - b. Construction Update  
Julia Vicars, City Secretary, gives Council and the public a brief update on the ongoing construction projects within the Village.
  - c. Crime & Complaints Report  
City Secretary touches on the recent upswing in water recreation related incidents and burglaries.
  - d. City Secretary's Report  
Julia Vicars, City Secretary, orally updates Council on her progress with tasks assigned and standard duties.
  - e. Committee Reports

Public Safety – Mayor Pro Tem Baker talks about the off-duty officers and their activity during the Memorial Day weekend.

**B. CITIZEN COMMUNICATIONS.**

Nancy Carufel, Joy Rd, thanks Staff and Gary Frame for taking care of the tipped port-o-potty that was in the right-of-way on Lime Creek. She also asks Council to consider adding bouys and no wake zones on Lake Travis to prevent erosion of the shoreline.

**C. GENERAL BUSINESS AND ACTION ITEMS**

1. Presentation, Discussion, Consideration and Possible Action on a variance request from Kristen Bundy for the property at 15815 Booth Circle to exceed the maximum impervious cover of 20%; Section 32.109(a)(2)(C) of the Water Quality Ordinance.
  - a. Planning and Zoning Commission Recommendation
  - b. Staff Presentation
  - c. Applicant Presentation
  - d. Citizen Comments
  - e. Discussion and Possible Action from Council

*This item was postponed until the next regular Council meeting.*

2. Presentation from the Planning and Zoning Commission on the proposed Zoning ordinance and map for the Village of Volente.

Richard Roucloux, Chair of the Planning and Zoning Commission, summarizes the year and a half long work of reviewing and revising the zoning ordinance. He adds that this is the first time in the history of Volente that an ordinance of this magnitude has been drafted solely by residents and volunteers of the Village who serve on the Commission and Council. He thanks Tom Buckle, City Attorney and Marc Dickey, City Engineer for their review, comments, and hard work on the ordinance. He also thanks each of the commissioners on Planning and Zoning for their dedication and unique qualities and strengths. He asks that Council respect the Commission and come to them with any need for clarification and asks that they consider the hard work, time, and research that Planning and Zoning put into each edit. Council Member Hopkins thanks the Commission for their hard work. Council Member Belote speaks to the long process the document has gone through and thanks the Commission for their hard work. Council Member Connors thanks the Commission for their economical use of the attorney and engineer.
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 Hopkins presents on behalf of Council Member Fogarasi.

**Council Member Connors makes a motion to approve 2016-R-2, as amended by Council Member Hopkins. Seconded by Council Member Hopkins. The motion carries unanimously.**
4. Discussion and Possible Action on a Resolution of the Village of Volente for approval of Travis Central Appraisal District Real Estate Acquisition. (Staff)

**Council Member Hopkins makes a motion to approve 2016-R-3. Seconded by Council Member Belote. The motion carries unanimously.**

5. Review, discussion and possible action on an ordinance of the Village of Volente regulating the siting and construction of wireless communications facilities. (Council Member Belote)
  - a. Public Hearing
  - b. Council Discussion and Possible Action  
*This item was postponed to a Special Called Meeting, to be scheduled for Thursday, June 30<sup>th</sup>*
  
6. Review, discussion and possible action on an ordinance of the Village of Volente amending the Subdivision regulations, ordinance 2004-O-31, to resolve a discrepancy between the lot width requirement of Zoning and the lot width requirement of Subdivison. (Staff)
  - c. Public Hearing  
No citizen comments on this item.
  - d. Council Discussion and Possible Action  
**Council Member Connors makes a motion to adopt the ordinance, as edited by Council Member Hopkins. Council Member Belote seconds. The motion carries unanimously.**
  
7. Close Public Meeting, Open Executive Session. *The Village Council will announce that it will enter Executive Session, if necessary, pursuant to the Texas Government Code, Chapter 551 for the following: Consultation with Attorney for legal issues regarding accounts payable (§551.07) Personnel Matters for the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, specifically, City Secretary (§551.074)*  
Mayor Pro Tem Baker closes the Public Meeting at 8:43 p.m. Personnel Matters were postponed to a Special Called meeting, to be scheduled at a later date.
  
8. Re-Open Public Meeting and Discussion and action resulting from the executive session, if any.  
Mayor Pro Tem Baker re-opens the public meeting at 9:14 p.m.  
**Council Member Belote makes a motion to authorize Tom Buckle, City Attorney, to offer mediation to Lori Ratcliffe for dispute resolution and instructs Marc Dickey to respond, in writing, to the May 24<sup>th</sup> email from Lori Ratcliffe. Council Member Hopkins seconds. The motion carries unanimously.**
  
9. Presentation, discussion and possible action on budgetary requests from the Public Works Committee. (Public Works Committee Member David Woodward)  
*This item was taken out of order, before item C7.*
  - a. Presentation by Public Works Committee  
David Woodward, Public Works Committee Member, presents the committee's budget request.
  - b. Discussion and possible action from Council  
Council discusses the need for the long-term maintenance plan from HVJ & Associates before making decisions on crack sealing and repair of streets. Council determines that a request, with bids for specific projects gathered in accordance with the Financial Controls and Spending Policy, should come back to Council after the completion of HVJ's report.
  
10. Discussion and possible action on the current resources and staffing of the Village of Volente. (Council)

**Council Member Hopkins makes a motion to postpone this item to a future meeting. Seconded by Council Member Belote. The motion carries unanimously.**

11. Review, discussion and possible action on an ordinance of the Village of Volente, amending the budget for the fiscal year 2015-16. (Council Member Hopkins)  
**Council Member Connors makes a motion to adopt the ordinance, as discussed and edited during this meeting, adding \$13,000 for development revenue, adding \$20,000 for outside services, adding a beginning fund balance of \$698, 802 leaving an ending fund balance of \$691,802. Seconded by Council Member Hopkins. The motion carries unanimously.**
12. Discussion and possible action on an invoice from Landscape Ranch Services for herbicide spraying, not previously authorized by Council.  
Council had previously agreed on mowing, but herbicide was not discussed or presented to Council. The expense did not follow the Financial Controls and Spending Policy. Council discusses the herbicide itself, and the aesthetics of the application that was completed on Lime Creek Rd.  
**Council Member Hopkins makes a motion to approve the invoice, for a one time service, from Landscape Ranch Services. Motion was seconded by Council Member Belote. The motion carries with Council Members Hopkins and Belote voting aye and Connors voting nay.**
13. Discussion on the protocol for accounts payable transactions, bid requests, and general interaction with vendors. (Council Member Hopkins)  
Council Member Hopkins states that anything related to city business must be sent directly to the City Secretary and not to individual council members or the Mayor. All invoices, bid proposals, and contracts are included in the term city business. Council agrees that all vendors should be sending correspondence to the City Secretary via email or mailed directly to the address of City Hall. Mayor Pro Tem Baker agrees to meet with the Mayor upon his return to town and fill him in on the discussion of this item.
14. Discussion and possible action on projects to be submitted to Capital Metro Transportation Authority for reimbursement before exiting the program at the end of the fiscal year. (Mayor Pro Tem Baker)  
*This item was postponed, awaiting further details from CapMetro on the obligation as a result of the Village's withdrawal from CapMetro in May.*
15. Review and discussion on proposals for professional engineering services to update and recreate a new zoning map for the Village of Volente. (Council)  
*This item was postponed to a future meeting, with Staff to bring the complete proposals and a copy of the bid request.*
16. Review of assigned task list and addition of future agenda items to the next meeting.
  - a. Read-back of new tasks assigned at this meeting  
Council Member Hopkins has the Audit Presentation for FY 13-14, and August 24-25 will be the FY 14-15 Audit.  
Preparation of a resolution which details rules for interpretation when ordinances conflict.
  - b. Read-back and addition of future agenda items

30<sup>th</sup> – Zoning Ordinance, Map, Telecommunications Ordinance, Timeline for Review  
of Ordinances  
7<sup>th</sup> – Personnel, Zoning Ordinance

17. Adjourn.  
The meeting adjourns at 11:27 p.m.

**APPROVED THIS 7<sup>TH</sup> DAY OF JULY, 2016.**

Signed:

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Ken Beck, Mayor

Attest:

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Julia Vicars, City Secretary