



Minutes  
City Council  
Village of Volente, TX  
Tuesday, March 18, 2014  
7 pm.

**Council Members Present**

Frederick Graber, Mayor  
Mark Scott, Mayor Pro Tem  
Judy Graci, Council Member  
Chris Wilder, Council Member  
Jan Yenawine, Council Member  
Ken Beck, Council Member

**Others Present**

Tom Buckle, City Attn.

**1. Call to Order of the City Council.**

The meeting was called to order at 7:01 p.m.

**2. Roll Call.**

City Secretary, Joan Jackson, called roll. A quorum was present.

**3. Pledge of Allegiance/Reading of the Village Vision Statement.**

Mayor Graber read the Vision Statement.

**4. Citizens/Public Communications.**

Roe Fleenor, 7803 Lime Creek Rd. Volente, TX addressed law enforcement. He stated if we could save money and the police we are thinking of hiring would enforce ordinances, this would be good. It would have been nice if the police would have been able to enforce our ordinances before now.

Verna Browning, TX Disposal System, appreciates our business and is available if we have questions. They would like to continue to be our service provider.

Nancy Carufel, 8138 Joy Rd, Volente, TX is not happy with voting here at City Hall instead of the Volente Fire Department. She is not sure of how the voting was moved here. She wants to be able to have the option to give back the annexed water if we do annex.

**5. Mayor's Report.**

Mayor Graber reminded all Council members that training certificates need to be on file with the Village. He still needs articles for the newsletter. He announced there is a local event for the Village on Saturday, April 12<sup>th</sup>, from noon to 2 p.m. It is an Easter Egg Hunt and Picnic. He does not anticipate any need for funding from the Village with volunteers working on this. The surface water annexation has had three public hearings and good feedback has been received. He



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also announced the two annexation readings on April 2nd and April 4th. A banner will be placed by the monument sign with the date of the readings on it for the public. Public opinions can be given at the readings. A vote by Council could be taken after the 2<sup>nd</sup> hearing. The Primary Election was held here in March and the ramp did allow handicap service for the building. Variances will be heard by Planning & Zoning and Board of Adjustments this spring. The Advisory committees are meeting. The new website is being populated with data now. It will be efficient to the people and get the information out to the people. Council Member Beck is working with the Public Relations Committee on the survey. The Environmental Committee met and they will be meeting again March 22<sup>nd</sup>. The Committee will start here and then take a ride over to Lake Creek Park. Ann Steichen reported good things there to see for the committee. Council Member Beck asked if the Mayor's Report could be included in the package for early review.

**6. Finance Report.**

Mayor Pro Tem Scott reported the Finance Committee will meet and will do a mid-year review.

**7. Public Works Report.**

Public Works Report. (Council Member Jan Yenawine)

Council Member Yenawine gave a report concerning Wharf Cove, tree trimming and mulching. He stated the Public Works Committee went down every street and prepared a report for each item. They met with 2 residents with serious problems including drainage. A report is included in the handout for agenda.

Comments:

Roe Fleenor, 7803 Lime Creek Rd. Volente, TX asked about his pot holes and fixing them and it is on the list to be fixed.

**8. Staff Reports.**

**a. City Administrator/City Secretary Project Report.**

Barbara Wilson, City Administrator, gave the report for the City Administrator and City Secretary. The report is included in the packet. She thanked Council Members who have contributed time on different projects.

Comments:

Scott Attwood, 16515 Jackson Street, Volente, TX asked about if there was a new park in Volente.

Ms. Wilson explained the park that was dedicated to the Volente Village and she gave the history with it.

Council Member Beck asked if we could get the report in the packet. Ms. Wilson explained that time is a factor. Council Member Beck said we approved an ordinance requiring all material to be in 11 days before the meeting.

**b. Construction Report.**

Joan Jackson, City Secretary, gave the construction report and any new information on building



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93 **9. Approval of the minutes from the February 18, 2014 meeting.**

94 Mayor Graber reported the minutes have been reviewed and are still in the process of being  
95 reviewed to include all residents comments.

96 Comments:

97 Council Member Beck asked if there were any action items in the February meeting and if so  
98 could those items be pulled out and we could have action on them.

99 Council Member Yenawine asked if the minutes could be presented and let the Council make the  
100 changes.

101 Council Member Yenawine made a motion to postpone the approval of the February minutes.

102 Council Member Wilder seconded the motion. The motion passed unanimously.

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104 **10. Discussion and action to move Robert Nelson from active voting member of Public Works  
105 Committee to advisory member.**

106 Council Member Yenawine asked if this item could be moved to the end of the agenda.

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108 **11. Discussion and possible action on law enforcement contracts.**

109 Councilmember Wilder would like to see this item referred to his committee. He has a lot of  
110 questions that need answers. He would like the Committee to compare Travis County law  
111 enforcement and Sunset Valley enforcement. The Council would like to see that which ever  
112 law enforcement agency is used, they enforce ordinances of the Village.

113 Comments:

114 Scott Attwood, 16515 Jackson Street, Volente, TX asked if Sunset Valley or Travis County would be  
115 paid when they left their city and were in route here or does the pay start when they arrive here.

116 Councilmember Wilder said they pay when they are here plus an hour for report writing.

117 Mr. Atwood also asked about a Municipal Judge and do we have one here. Ms. Wilson explained  
118 that we have a Judge and she is not paid. The only expense is her training that is required yearly.

119 Nancy Carufel, Joy Rd, Volente, TX asked about costs on having Jonestown do our enforcing on the  
120 Lake. Ms. Wilson explained that there is not a cost to the Village at this point. Nancy asked if we

121 keep public records on complaints that are called in. Ms. Wilson explained we keep a complaint  
122 file in the office. We did request the complaints on file with Travis County from Volente and do

123 have them but would like to retract names from them.

124 Allison Thrash, 15100 FM 2769, Volente, TX commented on the officers and we keep talking about  
125 long weekends and 3 day weekends and we know summer brings out more incidents, so are these

126 contracts really year round? Ms. Wilson explained about down time on officers and how much  
127 they can work at a time. Allison says she understands that but gave an example of a middle of the

128 day call and Barbara Wilson explained that would not be our off duty officer who would respond to  
129 that call. Allison recommends documentation no matter who we use. Barbara Wilson said we have

130 a valid contract with Travis County except the ordinance enforcement but, like Councilmember

131 Wilder is pointing out, they may be willing to enforce now. Allison would like to see whatever gets

132 us closer and get us ready due to time restraints.



133 Mayor Graber said let's wait till Councilmember Wilder has his meeting and bring it back in April.  
134 No action is needed now.

135 Scott Attwood, Jackson Street, Volente, TX asked who determines when the law enforcement  
136 come out. Councilmember Wilder said he, the committee, and the City Administrator.

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138 **12. Discussion and possible action on a contract for trash and recycling services for the Village of**  
139 **Volente.**

140 Mayor Pro Tem Scott said we are going to meet with Finance Committee and a recommendation  
141 will be coming back from them.

142 Mayor Pro Tem Scott made a motion to adopt the amendment to the contract which extends the  
143 contract month by month and authorize Mayor Graber and staff to extend contract for one month.  
144 Council Member Yenawine seconded the motion. The motion passed unanimously.

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146 **13. Discussion and possible action on usage of back room at City Hall for a community meeting room.**

147 Council Member Beck said a proposal was presented at Council's last meeting and as a result of  
148 that a committee was formed and met and came up with recommendations. The information is in  
149 the packet. In the last 24 hrs., Allison Thrash has submitted a proposal on leasing the space.

150 Council Member Beck stated we can take the committee's proposal and submit it to the Finance  
151 Committee and ask Allison Thrash to submit a draft lease to the finance committee. He would like  
152 to route this item to the Finance Committee.

153 Comments:

154 Allison Thrash, 15100 FM 2769, Volente, TX sent Council an email regarding leasing the space in the  
155 back of the office. She is happy to work with the Finance Committee on a lease contract. She  
156 would like a simple lease agreement, maybe 6 months or a year at the most. She also mentioned  
157 when the Municipal Court gets running and if a jury trial is needed, a place will be needed for the  
158 jury and this could be a safe place for a jury.

159 Joyce Beck, 15911 Booth Circle, asked if we did talk about leasing the room and if there was an  
160 amount discussed. Barbara Wilson told her the amount was \$400.00 to \$500.00 a month.

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162 No action was taken on this item and it was agreed to move it to the Finance Committee.

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165 **14. Discussion and possible action on brush and recycled mulch material on Lime Creek Rd.**

166 City Administrator Barbara Wilson explained the recycled mulch is free to the public and it has  
167 been recycled 4 times now by the public using it. Council Member Yenawine explained there was a  
168 concern level and the pile will continue to diminish and grow at other times. They will keep it  
169 knocked down and mulched as much as possible. There was discussion of another area to keep the  
170 brush and mulch, but no action was taken on moving it.

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172 **15. Discussion and possible action on Amending the Administrative Ordinance to set procedures and**  
173 **categories of expense reimbursement.**

174 City Administrator Barbara Wilson explained the need for a council reimbursement policy.

175 She did write the Ordinance presented and the City Attorney reviewed it. The Council and staff  
176 reviewed the Ordinance and made suggestions to it. The changes are:

177 Section 1(a) mileage to and from their residence to the conference, meeting, or training will be



178 at the current federal standard rate and reimbursement will be made from the starting point of  
179 the trip.

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181 Remove any mileage requirements.

182 Section 1 d (i) remove any times for meals and reimburse for per diem for each meal. No receipts  
183 are necessary. Per diem: breakfast \$9.50, lunch \$14.50, dinner \$19.50.

184 Sec. 1 (g) All expenditures must be pre-approved by Mayor or City Staff.

185 Add 1 (h) Pre-requests for the conference, meeting, or training must be turned in to the Mayor,  
186 or City Staff. Reimbursement will be for City Council member only.

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188 Council Member Beck made a motion to approve the amendment to the Ordinance.

189 Council Member Wilder seconded the motion. The motion passed unanimously.

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191 **16. Discussion and Possible Action on Budget Amendments to transfer from Code Enforcement to**  
192 **Leasehold Improvements for the Change Order for the Handicap Ramp of \$1,800.00, and**  
193 **\$10,000.00 to Road and Right-of-Way by transferring \$2,500.00 from Website Maintenance,**  
194 **\$5,000.00 from Tree Trimming, and \$2,500.00 from Code Enforcement.**

195 City Administrator, Barbara Wilson, explained the need for the transfers. Mayor Pro Tem  
196 Scott made a motion to approve the amendments Council Member Wilder seconded the motion.  
197 The motion passed unanimously.

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199 **17. Discussion and Possible Action on Communication Improvement and Lowering of the Village of**  
200 **Volente's Mailing Cost.**

201 Mayor Graber explained the problem with mailing the newsletters and post cards from the  
202 Village and how the rates have gone up. The Leander Post Office also begins the mailings at the  
203 beginning of the route here which is not in the Village of Volente's city limits. Money can be saved  
204 by printing only what the Village needs and not extra copies. He suggested buying metal magnetic  
205 clips and adding them to the resident's mailboxes. The Village would add a newsletter or mailing to  
206 the clips. The Council was willing to try this way of communication if it would save money and time.  
207 Comments:

208 Scott Attwood: 16515 Jackson Street, Volente, TX said he would prefer emails than having  
209 something on his mailbox.

210 Nancy Carufel, 8138 Joy Rd, Volente, TX asked if we have checked with Post Office about putting  
211 something on the mailbox. City Administrator Barbara Wilson said it is against federal law to put  
212 something in the mailboxes. Nancy said not everyone has email means.

213 Joyce Beck, 15911 Booth Circle, Volente, TX thanked the Council and appreciated them following  
214 through with communications so as many people can receive communications. She suggested the  
215 first mailing should be explaining what it is.

216 Allison Thrash, 15100 FM 2769, Volente, TX said yes, if we can leave it on the mail box and hopes it  
217 will be as successful as we are hoping it will be. This speaks volumes in reaching out to the Village  
218 and giving them what they want. She will volunteer to help deliver.

219 Mattie Adams, 15941 Booth Circle, Volente, TX advised not to buy cheap ones; get quality ones so  
220 they don't end up on the ground.

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223 Council Member Wilder made a motion to spend up to \$500.00 to improve the communication by  
224 buying the magnetic clips. Council Member Yenawine seconded the motion. The motion passed  
225 unanimously.  
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228 **18. Discussion and possible Action on the Priorizations of Council Goals for the Village of Volente for**  
229 **the Fiscal Year of 2013/2014.**

230 Mayor Graber feels we have been tracking the goals very accurately. We are 6 months into the  
231 fiscal year and 6 months away from another fiscal year. The goals we are working on include  
232 annexation and a Master Water Plan. The Community Comprehensive Plan is being updated by  
233 Planning & Zoning. Council Member Beck is working on his Committee's recommendations for the  
234 Community survey. We are reviewing ordinances and codification of our ordinances and we will  
235 identify where the problems are. Council Member Wilder's committee is meeting on law  
236 enforcement and an Emergency Management plan. Communications is being enhanced. Mayor  
237 Graber said the Special Use Permit will come back this fall to Council from P&Z. Work on roads is  
238 progressing and a committee is working on fire department service provision. The fee structure will  
239 be worked on and the Environmental Committee is coming up with projects for the next 6 months.  
240 Council Member Beck said as a result of the Council retreat he would like to prioritize the eleven  
241 goals they decided on.

242 **Comments:**

243 Allison Thrash, 15100 FM 2769, Volente, TX asked that given how Barbara Wilson reminded Council  
244 that these items are not budgeted for, what is Council going to accomplish now. Everyone is maxed  
245 so why invite another project that is time consuming. Allison stated it is a great idea for next year.  
246 Joyce Beck, 15911 Booth Circle, Volente, TX thinks it will be good to have a strategy and a plan and  
247 puts everyone in focus.

248 Barbara Wilson asked if Council would like a spreadsheet with a simple loading of the goals on it  
249 numbered 1-11.

250 Council Member Beck made a motion for each Council Member to prioritize the goals and then a  
251 spreadsheet with the goals would be presented to Council. Council Member Yenawine seconded  
252 the motion. The motion passed unanimously.

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254 **Item 10 from above.**

255 Robert Nelson is on the committee with Council Member Yenawine and because Mr. Nelson does  
256 road work for the community, there was discomfort in him being a member of the committee.  
257 Robert needs to be a consultant, not a voting member. He is being moved to a consultant for the  
258 committee.

259 Council Member Wilder made the motion to move Robert Nelson from active Public Works  
260 member to consultant. Council Member Yenawine seconded the motion. The motion passed  
261 unanimously.

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263 **19. Adjourn.**

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265 The meeting was adjourned at 10:30 p.m. Council Member Beck made a motion to adjourn. Council  
266 Member Yenawine seconded the motion. The motion passed unanimously.

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Approved this 17<sup>th</sup> day of June, 2014.

A handwritten signature in blue ink, appearing to read "Frederick Grabe".

Frederick Grabe,  
Mayor

Attest:

A handwritten signature in blue ink, appearing to read "Joan Jackson".

Joan Jackson,  
City Secretary