



**VILLAGE OF VOLENTE,  
TEXAS AGENDA**  
City Council Special Called Meeting and  
Town Hall  
5:30 P.M., Tuesday, August 4, 2020  
Volente City Hall  
16100 Wharf Cove  
Volente, Texas 78641

This meeting will be conducted utilizing videoconferencing tool Zoom: +1-346-248-7799, Meeting ID: 841 4357 5924, Password: 219294. City Council members, staff and citizens will participate via audio only. Instructions and direct links to speak during Citizens Comments can be found at [villageofvolente-tx.gov](http://villageofvolente-tx.gov) and Next-door.

<https://us02web.zoom.us/j/84143575924?pwd=TGZqa1JRb2pVL09vSksg3QTI6aDZSZz09>

Optional: To participate in the Citizens Comments portion of the meeting, please submit your questions or comments 1 hour prior to the beginning of the meeting utilizing the Village's email: [City.Secretary@volentetexas.gov](mailto:City.Secretary@volentetexas.gov). You may also participate in the Citizens Comment portion by using the "Wave Hand" icon located at the bottom of the Zoom screen. All members of the audience will be muted by the Host until the Chair directs the Host to unmute each resident at a time for Citizens Comments. Please note that if your questions or comments are for a specific agenda item or to be read during citizen participation, all will be read aloud, recorded into the audio record, and entered into the minute of the meeting.

**I. ITEMS OPENING THE MEETING**

- A. Call to Order
- B. Call Roll and Establish Quorum

**II. CITIZEN COMMENTS**

**III. GENERAL BUSINESS AND ACTION ITEMS**

- A. Discussion and possible action to approve a Memorandum of Understanding and referenced Term Sheet between the Village of Volente and the Volente Fire Department for development and construction of Village of Volente Offices with the Volente Fire Department / Racht and Metro
- B. Discussion and possible action to authorize up to \$10,000 for architectural services for the joint VoV & VVFD remodel/office space addition / Racht and Metro

- C. Discussion and possible action to appoint Planning and Zoning Committee Members with appointment terms / Evan
- D. Discussion and possible action to appoint a Chair of Planning and Zoning Committee / Evans
- E. Discussion and possible action to add & engrave the former Mayors' names to the Steichen park bench. (11.20.18 Special Called City Council Meeting Agenda Item IV. J., honoring Ken Beck approved) / Metro

**\*\*OPEN TOWN HALL DISCUSSION\*\***

BCRUA Phase II and ILA – Open Discussion / Nace

**IV. ADJOURNMENT**

**IT IS HEREBY CERTIFIED that the above Agenda was posted by 5:30 p.m. on the 31st day of July, 2020.**

City Secretary, Angela Walton

*The Village Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any posted agenda item when authorized by Texas Government Code Sections 551.071 (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), and/or 551.086 (Economic Development). Following closed session, the open meeting will reconvene at which time action, if any, may be taken.*

*The Village of Volente is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the City Secretary at (512) 250-2075 at least 48 hours in advance.*

# Village of Volente

Special Called City Council Zoom Meeting and Town Hall BCRUA/ILA

Immediately following the Special Called City Council Meeting on Budget & Tax Rate

Tuesday August 4, 2020 @ 5:30 pm cst

Please register in advance with the link below.

Discussion on the following:

Following any Village General Items; Update on CARES

Town Hall Discussion regarding the BCRUA & ILA

You are invited to a Zoom meeting.

When: Aug 4, 2020 05:30 PM Central Time (US and Canada)

Register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZwrfuqtpjojHtOmYY5Aniqlcirg9YpiGRyZ>

After registering, you will receive a confirmation email containing information about joining the meeting.

**A.**

**B.**

**MEMORANDUM OF UNDERSTANDING BETWEEN THE VILLAGE OF VOLENTE AND  
THE VOLENTE FIRE DEPARTMENT**

Village of Volente and the Volente Fire Department desire to engage in a collaborative process to explore the development and construction of Village Offices on Volente Fire Department Property as guided by the terms identified in the attached Term Sheet (Exhibit A). It is understood that parties agree to an initial architectural design and cost estimate in order to understand the viability and specifics of potential funding and contractual options.

Date \_\_\_\_\_

\_\_\_\_\_  
Mayor Jana Nace, Volente City Council

\_\_\_\_\_  
Scott Spurlin, VFD Board President

\_\_\_\_\_  
Lonnie Moore, ESD 14 Board President

ATTEST:

\_\_\_\_\_  
Angela Walton, City Secretary

**Volente Fire Department(VFD) Expansion and Remodel  
Term Sheet-DRAFT  
Rev. 5.0**

**Exhibit A**

**Objective:** The Volente Fire Department desires to re-model and expand our community space to create a modern, accessible, and functional facility to meet the Fire Department's use and in alignment with community needs. This term sheet is intended to outline the involvement by the VFD and the Village of Volente(VoV) in an effort to collaboratively design, fund, remodel, and build out space that can meet VFD goals and be of use by the community and the VoV.

**Building Expansion and Re-model**

- **Community Space Upgrade and Re-model:** provide suitable meeting space for VFD, VoV, and community activities. (shared space to be used by VFD, VoV, and the local community.)
  - Ability to divide the main meeting room into two meeting rooms for smaller attendance meetings.
  - Accessible restroom facility.
  - Beverage/Break room service area.
  - Audio/visual and internet capabilities
  - Speaker phone and video conferencing capabilities(presentation TV's, cameras, speakers, white boards)
  - Tables/chairs that can be configured for different meeting setups.
- **Community Space Financial Objectives**
  - VoV provides support for re-model of community space-market value established.
  - VFD Grants leasehold to VoV for use of facility for x # of years based on Investment/Annual Market Value=# of years for n/c Investment/Annual market value for lease space
  - VoV contributes to monthly maintenance, VoV covered costs, and covered utilities(if any).
  - VoV retains ownership of Community Space
  - Determine Schedule of community space that fits with the VFD and VoV usage requirements.

**VoV Office Space Addition**

**VoV Office Space:** VoV funds the construction of additional office space to the west side of the building 100% dedicated to use by the VoV.

- VoV directs the architect to design VoV office space as required by the VoV.
- VoV funds the construction and direct reimbursement to VFD as agreed upon with contractors payment structure based on project. VoV retains oversight with VFD/Contractor oversight with management fee to manage VoV construction activity.

• **VoV Office Space Financial Considerations.**

- VoV will lease from the VFD for x # of years based on Investment/Annual market value=# of years.
- VFD retains ownership
- If VoV vacates premises (with 30 days notice):
  - VFD will not be liable for any "unused" market value.
  - VoV will not have the right to sublease, sell, or provide access to any other entity without VFD approval.
  - All real estate/land leaseholds revert back to VFD.

**Timeline:** VFD and VoV desire to have project completed by December 2021

- Term Sheet Agreed upon by VFD and VoV with lawyer input-8/15/2020
- Architectural plans completed by-10/15/2020
- Contractual agreements completed and signed by VFD-VoV, by 11/15/2020
- Construction starts December 2020
- If term sheet cannot be agreed upon by 8/30/2020 with all parties this effort as described in this term sheet is concluded.

This term sheet is agreed upon as a lighthouse document that will dictate the intent and general business terms to that reflect the goals of each of the three entities; VFD, and the VoV to move forward with the VFD re-model and expansion. These terms will be implemented into 2 legal documents that will serve the interests of the VFD and the Village of

Volente and the VFD and with the intent of the VFD retaining all ownership rights to the real property resulting from this agreement.

**Signed by:**

\_\_\_\_\_  
Scott Spurlin  
VFD Board President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jana Nace  
Mayor of VoV

\_\_\_\_\_  
Date

**DRAFT**

C.

D.

A Review of P and Z Appointments by Council

2015	2016	2017	2018	2019
1 Browning		Thrash		McLemore
2 Mitchell	Mitchell		Mitchell	(Mitchell)
3 Lounces		Belote		
4 Barrick	Barrick		Barrick	Brooks
5 Rocloux		Mallow		Peterson
6 Carful	Carful		Carful	(Carful)
7		Scudder		Olson

A review of the 2019 P and Z meetings

	3/12	4/9	5/14	6/11	7/9	8/6	8/20	9/10	10/8	10/29	11/16	12/10
1	McL	McL	McL	McL	McL	McL	McL	McL	McL	McL	McL	McL
2 Mit	Mit	Mit	Mit	Mit	Mit	Mit	Mit	Mit	Mit	Mit	Mit	Mit
3 Bel	Bel											
4 Barr	Barr	Barr	Barr	Barr		Bro	Bro	Bro	Bro	Bro	Bro	Bro
5	Pet	Pet	Pet	Pet	Pet	Pet	Pet	Pet				
6 Car	Car	Car	Car	Car	Car	Car	Car	Car	Car	Car	Car	Car
7 Ols	Ols	Ols	Ols	Ols	Ols	Ols	Ols	Ols	Ols	Ols	Ols	Ols

McL = McLemore Mit=Mitchell Bel=Belote Barr=Barrick Pet=Peterson Car=Carful Ols = Olson Bro=Brooks

## Appointments to the Planning and Zoning Commission.

The Village of Volente has an established procedure for appointment to the Planning & Zoning Commission and the process for appointment can be found in the 2016 Amended Zoning Ordinance. This is the VOV's Ordinance:

### **Sec. 9.02.191 Planning and zoning commission**

- (a) Appointment of chair. The village council shall appoint the chair of the planning and zoning commission.
- (b) Terms of office; filling of vacancies. The terms of two of the permanent and one of the alternate members shall expire on January 1st of each odd-numbered year and the terms of three of the permanent and one of the alternate members shall expire on January 1st of even numbered years. Place numbers one through five shall identify the permanent members of the commission. The alternate members shall not have place numbers but can substitute for any of the permanent members if he or she is unavailable to attend a commission meeting. Commission members may be appointed to successive terms. A member of the commission shall serve until his or her successor is appointed and installed. The village council shall fill vacancies for the uncompleted term of any vacant position. Newly appointed members shall be installed at the first regular commission meeting after their appointment.
- (c) Removal of commissioners. The village council may by majority vote remove a permanent or alternate commissioner for lack of confidence, incompetence, corruption, misconduct, or malfeasance. Any permanent commissioner who misses three (3) consecutive meetings within a twelve (12) month time period or one third (1/3) of all regular meetings shall be deemed to have automatically vacated his/her position on the commission. This section shall not apply to a commissioner who applied for and received an excused absence from the commission chairperson prior to the meeting(s) at issue. Any commissioner who no longer resides within the corporate boundaries is deemed to have automatically vacated his/her position on the commission.

Agenda Item for July 16th meeting

**Discussion and possible action to appoint P&Z members to places that expire Dec. 31, 2020 and motion to place the following members to positions:**

- Position 1. Pat McLemore (2019)
- Position 3. Nancy Carful (2015)
- Position 5. Linda Olson (2019)
- Position 7. May Scherer (2020)

**Discussion and possible action to appoint P&Z members to places that expire Dec.**

**31, 2021 and motion to place the following members to positions:**

Position 2. Phil Mitchell (2015)

Position 4. Daryl Brooks (2019)

Position 6. Missy Thost (2020)

**Pat Mclemore, Nancy Carful, Daryl Brooks, Phil Mitchell, Linda Olson were on the P&Z as of the Council Meeting 5/5/2020. At this meeting we appointed Missy Thost and Mary Sherer but we did not include what place each would be in. We need to do this at a council meeting. Additionally, we need to determine the chair.**

E.

Southwest Monument & Sign  
 2008 Windy Terrace

Phone 512.331.1522 Fax 512.335.3397

RECEIVED: 1/14/2020  
 SCANNED: 1/14/2020  
 ENTERED: \_\_\_\_\_  
 DEPOSITED: \_\_\_\_\_  
 PAID: \_\_\_\_\_  
 CHECK: \_\_\_\_\_

# Invoice

Date	Invoice #
1/1/2020	104156

<b>Bill To:</b> Village of Volente Jana Nace	<b>Project Name:</b> Memorial Bench
--	--

**PAID**  
 01/14/2020

Quantity	Description	Rate	Amount
1	To provide granite bench and sandblasting(etching) Customer will pick up and install 48" x 14" Gray Bench Polished all sides w/ Straight legs	924.30	924.30

Please remit payment to: 1302 West Blanco, San Antonio, TX 78232	<b>Total</b>	\$924.30
	<b>Payments/Credits</b>	-\$924.30
	<b>Balance Due</b>	\$0.00

**VILLAGE OF VOLENTE** 03-13  
16100 WHARF COVE 512-250-2075  
VOLENTE, TX 78641

12/7/2019

PAY TO THE ORDER OF Southwest Monument & Sign

\$ \*\*500.00

Five Hundred and 00/100\*\*\*\*\*

DOLLARS

Southwest Monument & Sign  
2008 Windy Terrace  
Cedar Park, TX 78613

*Jana Nave*  
AUTHORIZED SIGNATURE

MEMO 50% deposit required/50% upon completion

⑈003477⑈ ⑆113024915⑆362 82 25191⑈

**VILLAGE OF VOLENTE**

3477

Southwest Monument & Sign				12/7/2019		
Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
12/6/2019	Bill	104156	924.30	500.00		500.00
				Check Amount		500.00

Cap One Checking- 5 50% deposit required/50% upon completion 500.00

**VILLAGE OF VOLENTE**

3477

Southwest Monument & Sign				12/7/2019		
Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
12/6/2019	Bill	104156	924.30	500.00		500.00
				Check Amount		500.00

Cap One Checking- 5 50% deposit required/50% upon completion 500.00

**VILLAGE OF VOLENTE** 03-13  
16100 WHARF COVE 512-250-2075  
VOLENTE, TX 78641

12/7/2019

PAY TO THE ORDER OF Southwest Monument & Sign

\$ \*\*424.30

Four Hundred Twenty-Four and 30/100\*\*\*\*\*

DOLLARS

Southwest Monument & Sign  
2008 Windy Terrace  
Cedar Park, TX 78613

  
AUTHORIZED SIGNATURE

MEMO 50% deposit required/50% upon completion

⑈003478⑈ ⑆⑆⑆30249⑆5⑆362 82 25⑆9⑆⑈

**VILLAGE OF VOLENTE**

3478

Southwest Monument & Sign

Date	Type	Reference	Original Amt.	Balance Due	12/7/2019 Discount	Payment
12/6/2019	Bill	104156	924.30	424.30		424.30
					Check Amount	424.30

Cap One Checking- 5 50% deposit required/50% upon completion 424.30

**VILLAGE OF VOLENTE**

3478

Southwest Monument & Sign

Date	Type	Reference	Original Amt.	Balance Due	12/7/2019 Discount	Payment
12/6/2019	Bill	104156	924.30	424.30		424.30
					Check Amount	424.30

Cap One Checking- 5 50% deposit required/50% upon completion 424.30

**10 MINUTE**

**BRIEF INTERMISSION**

**TOWN HALL DISCUSSION**

**BCRUA / ILA**