

Village of Point Venture
Village Council Meeting
February 20, 2019
@ 6:30 PM
555 Venture Blvd. S.
Point Venture, Texas

*"Partnership with the community. Foster community pride.
Preserve and enhance the natural beauty of our environment"*

MINUTES

In Point Venture, Travis County, Texas, commencing on February 20, 2019 @ 6:30 p.m.
To consider and act upon any lawful subject, which may come before it, including among others, the following:

A. Items Opening Meeting

1. **Call to order** Mayor Love called the meeting to order at 6:30 p.m.
2. **Pledge** Mayor Love led the Pledge of Allegiance.
3. **Roll Call** Vickie Knight called roll. Present were Mayor Eric Love, Mayor Pro Tem Lance Clinton, Councilmember Dan Olson, Councilmember Stephen Perschler, Councilmember Royce Christopher. Absent: Councilmember Don Conyer. A quorum was present.

4. Consent Agenda

All items under Consent Agenda are considered routine by the Village Council and will be enacted on by one motion. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- a. Approval of minutes
 1. Village Council Meeting January 16, 2019
 2. Village Executive Closed Session February 17, 2019
- b. Approval to post and accept requests for proposal for Village of Point Venture bank depository agreement to be effective May 1, 2019 to April 30, 2024.

Councilmember Olson made a motion to approve consent agenda. Mayor Pro Tem Clinton seconded the motion.

All

approved. Motion carried.

- B. Citizen Communications:** Not for items listed on this agenda. No deliberations with Council. Council may respond with factual information. There is a three (3) minute time limit on any communication.

Leslie Rupard inquired where tree and brush trimmings could be disposed. The Community Collection Center has been closed indefinitely, POA not accepting brush at park for community-controlled burn at this time. There should be concern that empty lots will be abused with residents dumping of trees and brush trimmings.

Lance Bass spoke regarding the amenity of the Community Collection Center not available to community at this time. He felt this is an important amenity and has come to be an expected amenity.

C. General Business and Action Items

1. Mayor's Report
 - a. WCID Letter of Intent Mayor Love chose to speak of this item with agenda item under New Business.
2. Old Business
 - a. Discussion regarding an initiative to involve and request property owners to trim tree and brush on their own property in conjunction with a discussion of Village options to assist with tree/brush trimming.

The council views brush and tree trimming the responsibility of the home/property owner for trees and brush on their property. Tree and brush in public right of ways must be maintained for safety concerns. Councilmember Conyer has scheduled with a vendor to remove all remaining

brush/trim/tree/chippings from the Community Collection Center yard. The Council is analyzing costs and options to provide a repository for all community brush and tree trimmings. No further discussion or action is necessary for this initiative.

- b. Update on drainage issues and Haynie Consulting recent survey for possible improvement options on Lakefront Drive.

Councilmember Perschler reported that Haynie had performed a survey in order to submit final plan and or options for drainage issues on Lakefront. Haynie has not yet submitted final plans. This will be reported when plans and cost estimates have been received.

- c. Discussion regarding current Village of Point Venture fine schedule and need to update fines and/or consistently address violations and issue citations.

Councilmember Conyer was to offer suggestions regarding the current Village of Point fine schedule. There had been discussion of rate increase to fines or the need to consistently enforce the ordinances and fine schedule. No further discussion or action is necessary for this item.

3. New Business

- a. Discuss and take action regarding Letter of Intent received by WCID to lease shared space at 18606 Venture Drive to Village of Point Venture via an interlocal agreement based on a two-year lease.

Mayor Love recapped the letter of intent dated February 1 from the WCID regarding Village services having access to office space, the Community Collection Center and the dog kennels. Mayor Love also recapped the meeting with Fred Marshall, Board President of WCID, on Monday, February 18, regarding the terms of this letter of intent. Mayor Love addressed the council that they must determine if terms of letter of intent are agreeable as offered. Mayor Love requested the council divide this item into three separate questions for consideration, discussion and action.

1.The letter of intent dated 2/1/19 for office space, shared space, storage space, maintenance of building and outbuilding and areas (“dump yard” and “dog kennels”).

Councilmember Christopher moved to decline the letter of intent dated 2/1/19. Councilmember Perschler seconded the motion. All approved. Motion carried.

2.Counter offer, as discussed between Mayor Love and Board President Fred Marshall on February 18, from the Council to the terms and agreement of the letter of intent.

Councilmember Perschler moved to accept and move forward with counter offer as discussed with Board President Fred Marshall to lease two office spaces, common area for a total of \$400 per month for a two-year lease. Councilmember Christopher seconded the motion. There was discussion that a more defined agreement must be in place. There was no vote taken on this motion. Councilmember Perschler defined each item in letter of intent the Village Council would respond and counter offer.

Item 1. The Village will pay \$400 per month to the WCID for 208 square feet of office space consisting of two offices, shared common areas (hallways, restrooms, kitchen and conference room space), and 125 square feet of storage space.

Item 3. Repair and maintenance will be omitted completely from the agreement.

Item 6. Additional areas for lease will include: ease and full access to parking area, all entrances and exits to outbuildings and storage areas.

Acceptance of this counter offer must be made by full WCID Board by Monday, March 4, 2019.

Mayor Pro Tem Clinton moved the Village Council submit a counter offer as outlined above to the WCID Board. Requested this counter offer be delivered as soon as possible by Mayor Love. Councilmember Christopher seconded the motion. All approved. Motion carried.

Mayor Pro Tem Clinton requested the Council consider a contingency motion, should the Village counter offer not be accepted by WCID, to retrofit the fire house to accommodate two Village employees immediately. The fire house space would serve as Village administration space and storage. Councilmember Olson moved to approve to retrofit the fire house space for Village administration space and storage not to exceed \$10,000. Councilmember Christopher seconded the

motion. There was discussion regarding budget expense line item adjustments that would be available to fund this motion. All approved this contingency motion. Motion carried.

- b. Discuss and take possible action regarding employment positions posted for Village of Point Venture services. Mayor Love asked the Council to make consideration regarding the Public Works/Animal Control position before the Village administrator position.

Councilmember Olson moved to offer the position of Public Works Maintenance/Animal Control Officer to Chad Christianson at \$21.00 per hour plus benefits. The position is to start as soon as possible. Councilmember Perschler seconded the motion. All approved. Motion carried.

Mayor Love briefed Council regarding the position of Village Office Administrator as the day to day operations decision and direction, oversight of field personnel, building administration, experience with municipal duties and obligations. Applicant submitted has qualifications necessary.

Councilmember Olson moved to offer the position of Village Office Administrator to Sandra Barton at salary level suggested by Mayor Love. Mayor Pro Tem seconded the motion. There was discussion that at this salary level there would not be sufficient budget dollars to cover this total compensation package. There was also discussion that Council would need to consider stop gap personnel for vacation and sick leave of full-time personnel. There was no vote taken on this motion.

Councilmember Christopher moved to offer the position of Village Office Administrator to Sandra Barton at a salary of \$71,000 plus benefits with total compensation package not to exceed \$96,000 and that \$6,000 will be moved from Professional Services budget expense line item to supplement personnel/payroll costs. Councilmember Perschler seconded the motion. All approved. Motion carried.

- c. Discussion, update and possible action on short term independent contractor agreements

1. Animal Control

This on-call independent contract agreement is no longer in effect. Roger Stroms, on call independent contractor, has secured a full-time position. At this time the Village does not have animal control service personnel.

2. Building Administration

Independent contractor agreement has been extended with Melissa Uptadel through March 1, 2019.

Councilmember Christopher moved that the independent contractor agreement with Melissa Uptadel be extended to a date that coincides with Village Office Administrator position being filled and a one week overlay for training and information to be provided regarding building administration schedule and duties to newly hired Village office Administrator. Councilmember Perschler seconded the motion. All approved. Motion carried.

D. Council Reports

1. **Treasurer Report**

Councilmember Olson reported on cash in bank

2. **Building Department**

Councilmember Christopher reported that building permits were down, this will be a revenue source that will continue to slow down.

3. **Code Enforcement**

Councilmember Christopher had nothing new to report.

4. **Animal Control**

Councilmember Conyer was not present, Mayor Pro Tem reported that the animal control vehicle and the dog kennels needed to be detailed and cleaned.

5. **Village Services**

There was nothing new to report.

6. Public Works

Councilmember Perschler reported

- a. Travis County bid for reconstruction projects for Valley Hill and Venture Blvd N has been accepted and submitted for scheduling to Travis County.

Council is awaiting scheduled appointment date that Travis County will install stop bars.

7. Emergency Services

Councilmember Perschler reported that ESD 1 & 7 construction seems to be on track for completion by September. Councilmember Perschler also provided handout and information on the R&R Van Volunteer Program requesting volunteers. Councilmember Perschler and Naomi Giroux will have volunteer applications for all interested in this volunteer program.

8. Travis Co. Sherriff's Report

Mayor Pro Tem Clinton reported that sheriff's coverage hours per month had been lowered to 30 hours per month during winter months but their coverage hours will increase as activity in our community increases.

Mayor Pro Tem also requested a revisit on Village Services and asked permission from the Council to pursue options with the Point Venture POA to investigate the possibility of a Point Venture wide phone system. The Village would be responsible for the research and expense to enrich/enhance the phone system currently in place at the Point Venture POA offices. Mayor Pro Tem will move forward with this research.

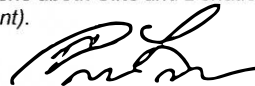
E. Announcement / Closing comments

- a. Councilmembers – nothing further
- b. Mayor – nothing further

Adjournment

Councilmember Christopher moved to adjourn the meeting. Councilmember Perschler seconded the motion. All approved. Meeting adjourned at 8:42 p.m.

This facility is wheelchair accessible and accessible parking spaces are available. Reasonable modifications and equal access to communications will be provided upon request. The Village Council for the Village of Point Venture reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as 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 551.086 (Economic Development).



Eric Love, Mayor - Village of Point Venture

Attest:



Lance Clinton, Mayor Pro Tem