

Village of Point Venture COUNCIL REGULAR MEETING Wednesday, December 18, 2019 at 6:30 PM 555 VENTURE BLVD S POINT VENTURE, TEXAS 78645

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

Agenda

A. Items Opening Meeting

- 1. Call to order
- 2. Pledge
- 3. Invocation
- 4. Roll Call
- 5. Consent Agenda
 - A. Approval of minutes for November 20, 2019 council meeting.
 - B. Approval of Village Council 2020 Regular called meeting dates calendar, for the third Wednesday each month.

B. Citizen's Participation

C. Mayor's Report

Point Venture area beautification to include entrance signage, speed bump, hardscaping Regulation of short-term rentals in Point Venture

D. Travis County Sheriff's Report

E. Items to Consider

- Discussion of repeal and replace Ordinance 2019-08-02 with second reading of proposed ordinance adopting regulations for the construction and placement of outbuildings within the Village.
- 2. Approve purchase Windows workstation, records management storage drive and one year system support service/maintenance agreement with local IT firm, not to exceed \$3,000.

F. Council Reports

- 1. Treasurer's Report
 - Report on sale of Van
- 2. Building Department
 - November building services report
- 3. Code Enforcement
 - Discuss option of ILA with City of Lago Vista for code enforcement officer and municipal court
- 4. Animal Control
 - Discuss MOU with Travis County/City of Austin Animal Services for back up animal control issues
- 5. Village Services
- 6. Public Works
 - Brush and tree trimming over Village right of way and public streets begins January 20
- 7. Emergency Services

G. Announcements

H. Adjourn

Eric Love Mar

Eric Love, Mayor

Notes to the Agenda:

- 1. Consent Agenda items are considered to be non-controversial and will be voted on in one motion unless a council member asks for separate discussion.
- 2. The Council may vote and/or act upon each of the items listed in this Agenda.
- 3. The Council reserves the right to retire into closed executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act.

^{*}This facility is wheelchair accessible and accessible parking spaces are available. Reasonable modifications and equal access to communications will be provided upon request.

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

MINUTES

A. Items Opening Meeting

- 1. Call to order Mayor Love called the meeting to order at 6:30 PM.
- 2. Pledge Mayor Love led the Pledge of Allegiance
- 3. Invocation Pastor Denny Henderson
- 4. Roll Call Vickie Knight called roll. Present were Councilmember Don Conyer, Mayor Eric Love, Mayor ProTem Lance Clinton, Councilmember Dan Olson, Councilmember Stephen Perschler. A quorum was present.

5. Consent Agenda

Councilmember Olson requested appointment of Village Treasurer be removed from Consent Agenda and considered with Items to Consider.

- A. Approval of minutes for October 16, 2019 council meeting.
- B. Approval of minutes for November 14, 2019 canvass of election results meeting.

 Councilmember Perschler made a motion to approve consent agenda. Mayor ProTem

 Lance Clinton seconded the motion. Roy Ables inquired if change regarding number of
 available lots in Point Venture had been made to October 16, 2019 minutes being approved.

 Council confirmed and Mayor Love requested a revote on Consent Agenda.

 Councilmember Perschler made a motion to approve consent agenda. Councilmember

Dan Olson seconded the motion. Mayor ProTem Lance Clinton abstained from vote as he was not present for October 16 council meeting. Motion passed.

B. Oaths of Office

Vickie Knight witnessed Statement of Elected Official and Oath of Office for Mayor Eric Love Mayor Love witnessed Statement of Elected/Appointed Official and Oath of Office for

Councilmembers: Don Conyer

Shelly Molina

Village Secretary: Vickie Knight

C. Appointments

- Appointment of Mayor ProTem and ratification by Council
 Mayor Love requested council ratification of appointment of Lance Clinton as Mayor
 ProTem. Councilmember Conyer so moved to accept appointment. Councilmember
 Olson seconded the motion of appointment. Appointment accepted.
- 2. Appointment of Sheriff and Emergency Services liaison

 Mayor Love appointed Councilmember Don Conyer as liaison to Sheriff & Emergency

 Services.

- 3. Appointment of Treasurer liaison

 Mayor Love appointed Councilmember Dan Olson as Treasurer liaison.
- Appointment of Village Services liaison
 Mayor Love appointed Mayor ProTem Lance Clinton as liaison to Village Services which
 includes animal control, Citizen's Collection Center, Village communications (newsletters,
 website).
- Appointment of Public Works liaison
 Mayor Love appointed Councilmember Stephen Perschler as Public Works liaison.
- Appointment of Building and Code Enforcement liaison
 Mayor Love appointed Councilmember Shelly Molina as Building Admin and Code Enforcement liaison.

D. Citizen's Participation

Manual Macias thanked the community for support in the November 5 election.

E. Mayor's Report

- 1. 2019 Firewise USA renewal application submitted and approved
- 2. Firewise Town Hall Event on October 14
- Register for warncentraltexas.org and spotcrime.info
 Both sites are online notifications of crimes, events (fire/accident)

F. Travis County Sheriff's Report

Enhanced reporting – Travis County Sheriff not present at meeting. Councilmember Conyer and Mayor Love will meet with Sheriff to provide a full update to Sheriff's activity report for our community at the December council meeting.

G. Items to Consider

- Appointment two year term for Village Treasurer.
 Council is mandated by Ord. 2001-01-02 to fill the office of Village Treasurer by appointment.
 Kevin Brinkman has performed in this role.
 - Mayor ProTem Lance Clinton made a motion to approve appointment of Kevin Brinkman as Village Treasurer for the term of October 2019-September 2021. Councilmember Perschler seconded the motion. All approved. Motion carried.
- 2. Discuss and take action to approve revised Building Permit Fee Schedule to be effective December 1, 2019.
 - The Village billing structure with ATS was adjusted to remove the \$1800 monthly retainer fee and all inspections and plan reviews performed on behalf of the Village of Point Venture to be charged per inspection/plan review. As building permit/plan fees are cost-recovery based fees, an update to Village building permit fee schedule was necessary to recover the costs incurred by the Village. Updated building permit fee schedule is attached to these minutes for reference.
 - Councilmember Molina made a motion to approve update to building permit fee schedule to be effective December 1, 2019. Councilmember Conyer seconded the motion. All approved. Motion carried.
- 2. Discuss and take action to approve and adopt Council resolution suspending strict enforcement of certain Village ordinances related to Point Venture Architectural Committee to minimize construction and land use issues affecting the citizens of the Village of Point Venture. Resolution 2019-11-20 is attached to these minutes for reference.
 - Councilmember Olson made a motion to approve Resolution 2019-11-20 as Village council position to suspend strict compliance of certain Village ordinances as relate to PVACC until such time as new PVACC committee is elected and/or other action is taken by the Village council to ensure continued approval and issuance of qualifying permits, certificates of occupancy and other applications. Councilmember Molina seconded the motion. Mayor ProTem Clinton wanted to clarify that this resolution would have to be

presented again before council to effect adjustment/change/repeal. All approved. Motion carried.

- 3. Discuss and approve sale of 2006 Ford Van. Tommy Low provided estimates regarding sale of 2006 Ford E150 Super Duty Passenger XL Van to be approximately \$5,168 private party sale or trade in value of approximately \$3,400. Councilmember Perschler made motion to move forward with sale of the 2006 Ford passenger van. Councilmember Conyer seconded the motion. All approved. Motion carried.
- 4. Discussion of repeal and replace Ordinance 2019-08-02 with reading of proposed ordinance adopting regulations for the construction and placement of outbuildings within the Village. This is first reading and consideration of repeal and replace of Ordinance 2019-08-02. This reading defines what constitutes an outbuilding as pertains to this ordinance. Outbuilding is not a garage as defined in this ordinance. Councilmember Molina was concerned this ordinance may be imposing a standard more stringent than newly passed HB 2439 allows by dictating construction of materials similar in appearance and color to main dwelling. Councilmember Molina and Mayor ProTem Clinton will collaborate to present another reading of this repeal and replace ordinance at the December council meeting.
- 5. Discuss and take action to hire full time employee for Village Administrator position effective 11/21/19.
 - Councilmember Olson made a motion to offer full time employment as Village Administrator to Vickie Knight effective November 21, 2019. Councilmember Conyer seconded the motion. All approved. Motion carried.
- 6. Discuss Point Venture area beautification to include entrance signage, speed bump, hardscaping.
 - Council discussion of projects to Point Venture entrance area and proposed signage for the Village office building. A 6' x 6' acrylic sign for Village outside wall facing Lohmans (installed approximate cost \$1,250) and 26" x 45" metal yard sign (approximate cost \$135 were presented.
 - Councilmember Olson made a motion to purchase the 6'x6' acrylic sign and the 26" x 45" metal yard sign with funds budgeted for signs. Mayor ProTem Clinton seconded the motion. All approved. Motion carried.
- 7. Discuss and consider regulation of STR's by registration of properties.
 Mayor Love spoke to resident concerns involving short term rentals. Mayor Love expressed that the council may assign a committee to research and present for review registration of properties, for Village point of contact, that are also short term rental or possibly Village contracting with a property management company to manage issues and complaints. Mayor Love stated that registration is not being considered as fee basis at this time. Councilmember Olson expressed that the council has heard the residents the responsible STR owners, the frustrated residents inconvenienced by STRs. Council has visited this issue on numerous occasions without reaching a method to resolve the issues. Council will continue to listen, research and respond.

H. Council Reports

- 1. Treasurer's Report
 - a. FYE 2019 financials submitted for audit
 Councilmember Olson gave an overview of monies in bank and Village current year budget.
- 2. Building Department No report at this time.
- 3. Code Enforcement No report at this time.

4. Animal Control

a. Discuss animal control officer request to clarify ordinance regarding Animal Control Sec. 3.03.014 Unreasonable Noise

Tommy Low, Village Animal Control Officer, request council review and update to ordinance relating to Animal Control and "unreasonable noise" with a more defined definition of "nuisance and unreasonable noise". Mayor ProTem Clinton added that council would need to review original writing of "unreasonable noise" ordinance to determine need for update and clearly defined examples of "unreasonable noise".

Mayor Love provided reminder that annual dog registration is quickly coming our way. Tommy Low, Animal Control Officer, would like to consider and plan an annual Village of Point Venture dog registration day to make the registration process more accessible and fun for community involvement.

5. Village Services

Mayor ProTem Clinton will work with Village Admin and council for Village communication involving the following items. A resident was very interested in live streaming of Village council meetings.

- a. Village newsletter enhancements
- b. Updated website coming in 2020
- c. Village YouTube channel

6. Public Works

- a. Brush and tree trimming over Village right of way and public streets
 Two (2) quotes were received by Tommy Low, Public Works Official, for trimming of tree and
 brush over Village right of way and public streets. There is \$8,000 in Village current year budget.
 Council will request additional quotes/strategies for this project and revisit at the December
 council meeting.
- 7. Emergency Services No report at this time.

I. Announcements

No further announcements.

J. Adjourn

Councilmember Olson moved to adjourn the meeting. Councilmember Perschler seconded the motion. All approved. Motion carried. Mayor Love adjourned the meeting at 8:05 PM.

Eric Lo	ve, Mayor	

Attest: Vickie Knight, Village Secretary

*This facility is wheelchair accessible and accessible parking spaces are available. Reasonable modifications and equal access to communications will be provided upon request.

2020 Calendar

Village Council Regular Meetings

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November 2019

Point Venture Law Enforcement Activity Reports

Deputy: Greg Pasak

Date: 11/15/19 Day: Friday Beginning: 9:00 pm End: 1:00 am Hours: 4

9:00 PM - On duty.

9:00 PM - Monitored traffic in subdivision and checked vehicle speeds by radar.

9:15 PM - Met with security, no issues reported by security.

9:30 PM – Check Welfare, Whispering Hollow Dr. Made contact with two subjects in a vehicle. They were identified and released.

9:45 PM - Walk through of the Caddy Shack.

10:30 PM – Walk through of the Caddy Shack.

1:00 AM - Off Duty

Deputy: Greg Pasak

Date: <u>11/16/19</u> Day: <u>Saturday</u> Beginning: 8:00 pm End: 1:00 am Hours: 5

8:00 PM – On duty.

8:00 PM - Monitored traffic in subdivision and checked vehicle speeds by radar.

9:00 PM - Met with security, no issues reported by security.

9:30 PM – Walk through of the Caddy Shack.

9:55 PM - Assisted patrol on a call with a large group of subjects.

10:35 PM – Walk through of the Gnarly Gar.

11:30 PM - Suspicious vehicle, Venture Dr. Subject left area.

12:40 PM – Suspicious Noise, Demarett Dr. Resident reported someone knocking on door and house. Arrived on scene shortly after 911 call and checked the area with district unit and was unable to locate anyone.

1:00 AM – Off Duty

Deputy: Greg Pasak

Date: <u>11/23/19</u> Day: <u>Saturday</u> Beginning: <u>5:00 pm</u> End: <u>9:00 pm</u> Hours: 4

5:00 PM – On duty

5:00 PM – Check welfare, Lakeland Dr. Met with district unit who was attempting to check the welfare of a subject at the request of family. They were not located and were not in the area.

5:30 PM – Dangerous Animal – Buckhorn Dr. Assisted patrol with an aggressive dog. Made contact with owner, district unit was primary.

5:45 PM – Follow up investigation, Staghorn Dr. related to prior report made by resident.

6:00 PM – Follow up investigation, Summit View Dr. related to prior report made by resident.

6:30 PM – Met with security, no current issues reported by security.

7:15 PM – Walk through of the Caddy Shack.

8:00 PM - Walk through of the Gnarly Gar.

9:00 PM – Off duty.

Deputy: Greg Pasak

Date: <u>11/26/19</u> Day: <u>Tuesday</u> Beginning: <u>7:00 pm</u> End: <u>12:00 am</u> Hours: 5

7:00 PM – On duty.

7:00 PM – Met with Security, no issues reported by security.

7:15 PM – Monitored traffic in subdivision and checked vehicle speeds by radar.

7:30 PM - Walk through of the Caddy Shack.

7:50 PM – Community Contact, Valley Hill Dr., met with resident about issues in community.

8:45 PM – Assisted Patrol on a priority 1 disturbance, Buckhorn Dr. Extended time on this call.

10:15 PM – Community Contact, S. Venture Dr.

12:00 AM - Off Duty.

Deputy: Greg Pasak

Date: 11/27/19 Day: Saturday Beginning: 8:00 am End: 10:00 am Hours: 2

8:00 AM - On duty.

8:00 AM - Monitored traffic in subdivision and checked vehicle speeds by radar.

9:00 AM - met with city official and animal control.

9:30 AM - Community Contact, Whispering Hollow Dr.

10:00 AM – Off Duty

Deputy: Greg Lawson

Date: <u>11/30/19</u> Day: <u>Saturday</u> Beginning: <u>8:00 am</u> End: <u>10:00 am</u> Hours: 5

7:00 AM – On duty.

07:15 - Monitored traffic at the front gate.

08:30 – Checked the marina area.

09:40 - Monitored traffic on Venture Blvd. at Comanche Drive.

10:15 – Community contact, provided directions to the marina.

11:10 - Monitored traffic at Venture Drive and S. Venture Blvd. stop sign.

12:00 – Off duty.

Village of Point Venture Budget Adjustments for Item E. 2.

12/01/19

Windows Desktop		(1,000.00) Installation, etc 700.00							(1,000.00) Dell (new) 700.00	HP Printer 110.00											*800.00 Systems Support mtn annual 720.00	
Budget		10,000.00	400.00	10,400.00			3,500.00	1,800.00	3,200.00	550.00	4,000.00	00.00	1,000.00	14,050.00	18,800.00		500.00	2,200.00	2,000.00	1,500.00	3,200.00	
Oct '19 - Sep 20		7,610.68	400.00	8,010.68			140.72	00.00	453.04	55.00	0.00	0.00	189.87	838.63	1,706.73		0.00	0.00	595.00	0.00	446.02	
	Insurance Expense	6520 · Property/GL/WC Insurance	6045 · Treasurer Bond	Total Insurance Expense	Administration Expenses	General Office Expense	6331 · Office Cleaning	6332 · Furniture & Fixtures	6330 · Office Supplies & Equip	6335 · Postage	6651 · Emergency Coop Fund	6575 · Miscellaneous	6576 · Discretionary	Total General Office Expense	Total Administration Expenses	Dues Fees and Subscriptions	6160 · Court Fees	6485 · TravisCounty Tax Collection Fee	6165 · Dues/Memberships/Publications	6015 · Appraisal District Service Fees	6065 · Certification/Subscription	

Village of Point Venture YTD November 2019 All Department

12/13/19 Accrual Basis

	Animal	Building	Code	General Admin	General Fund	Public Works	Sheriff's	TOTAL
Income								
Franchise Fees	0.00	00.00	0.00	0.00	7,107.86	0.00	0.00	7,107.86
Inspection Fees	0.00	4,296.00	0.00	00'0	0.00	0.00	0.00	4,296.00
Permits	30.00	900.00	0.00	00.00	0.00	0.00	0.00	630.00
Trash and Recycling Service	0.00	0.00	0.00	00.00	0.00	5,077.17	0.00	5,077.17
Tax Income	0.00	0.00	0.00	0.00	25,992.42	0.00	0.00	25,992.42
Interest Earned - Bank	0.00	0.00	00.00	00'00	2,403.28	0.00	0.00	2,403.28
Total Income	30.00	4,896.00	00.00	00.00	35,503,56	5,077.17	00:00	45,506.73
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0.00	0.00	0.00	00.00	00.00	0.00	687.45	Animal Control Costs
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0.00	6,235.92	0.00	0.00	00.00	0.00	0.00	Trash and Other Muni Expense
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Village of Point Venture Budget vs. Actual

YTD November 2019

	Oct-Nov 2019	FY Budget
Ordinary Income/Expense		
Income		
Cap Metro	0.00	39,000.00
Fines	0.00	1,400.00
Franchise Fees	7,107.86	53,500.00
Inspection Fees	4,296.00	54,144.00
Permits	630.00	6,420.00
Trash and Recycling Service	5,077.17	225,000.00
Tax Income	25,992.42	336,180.00
Interest Earned - Bank	2,403.28	9,000.00
Total Income	45,506.73	724,644.00
Gross Profit	45,506.73	724,644.00
Expense		
Capital Outlay	0.00	150,000.00
Maintenance and Repair	3,233.82	16,700.00
Trash and Other Muni Expense	6,235.92	218,500.00
Professional Expenses	1,799.40	21,700.00
Education and Training	270.00	3,450.00
Insurance Expense	8,010.68	10,400.00
Animal Control Costs	687.45	4,850.00
Administration Expenses	1,911.59	18,800.00
Dues Fees and Subscriptions	3,547.11	9,400.00
Contracted Services	7,890.00	99,500.00
Wages, Benefits and Payroll Exp	21,273.49	141,980.00
Bank related charges and fees	20.00	300.00
Travel	601.61	2,500.00
Utilities	726.99	5,340.00
Total Expense	56,208.06	703,420.00
Net Ordinary Income	-10,701.33	21,224.00
Other Income/Expense		
Other Expense		
8010 · Other Surplus Expense	0.00	0.00
Total Other Expense	0.00	0.00
Net Other Income	0.00	0.00
Net Income	-10,701.33	21,224.00

Village of Point Venture Statement of Financial Position

As of November 30, 2019

	Nov 30, 19	Nov 30, 18
ASSETS Current Assets Checking/Sovings		
Checking/Savings Banks 1010 · Security State - Money Market 1015 · Security State - Operating Fund 1030 · TexPool - Money Market 1046 · TexPool - Road Fund 1047 · TexPool TimeWarner	94,476.24 153,083.06 288,227.73 487,707.50 21,187.23	94,389.06 200,527.12 182,070.64 338,444.90 16,396.49
Total Banks	1,044,681.76	831,828.21
Total Checking/Savings	1,044,681.76	831,828.21
Accounts Receivable 1100 · Accounts Receivable	3,861.37	20,097.41
Total Accounts Receivable	3,861,37	20,097.41
Other Current Assets Accounts Receivable - Misc		
1103 · A/R Clearing 1105 · A/R - Taxes	5,300.00 5,965.25	5,300.00 5,965.25
Total Accounts Receivable - Misc	11,265.25	11,265.25
1499 · Undeposited Funds 4011 · Road Fund Income	288.34	0.00 19,500.00
Total Other Current Assets	11,553.59	30,765.25
Total Current Assets	1,060,096.72	882,690.87
TOTAL ASSETS	1,060,096.72	882,690.87
LIABILITIES & EQUITY Liabilities Current Liabilities Accounts Payable		
1500 - Accounts Payable	5,176.35	50,136.66
Total Accounts Payable	5,176.35	50,136.66
Credit Cards 1600 · MasterCard -Jean Cecala 1605 · SSBT MasterCard VKnight 1615 · SSBT MasterCard Eric Love 1610 · SSBT MasterCard LClinton	0.00 129,17 755,18 119,19	1,304.03 0.00 0.00 0.00
Total Credit Cards	1,003.54	1,304.03
Other Current Liabilities 2010 · Building Contractors Bond	26,100.00	18,300.00
2100 · Payroll Liabilities 2230 · Deferred Revenue · Taxes Council Reserved Funds	3,142.99 5,965.25	0.00 5,965.25
2241 - Deferred Revenue - PEG Revenue 2240 - Deferred Revenue - Cap Metro 2011 - Dedicated Road Fund	22,177.89 0.00 337,219.19	17,713,55 19,500.00 337,219.19
Total Council Reserved Funds	359,397.08	374,432.74
Total Other Current Liabilities	394,605.32	398,697.99
Total Current Liabilities	400,785.21	450,138.68
Total Liabilities	400,785.21	450,138.68
Equity 3000 · Opening Bal Equity 3200 · Retained Earnings 3700 · Prior Period Adjustment Net Income	26,368.59 656,247.39 -12,603.14 -10,701.33	26,368.59 429,858.79 -12,603.14 -11,072.05
Total Equity	659,311.51	432,552.19
TOTAL LIABILITIES & EQUITY	1,060,096.72	882,690.87

Village of Point Venture Building Department – November 2019

In the month of August, there were four lot clearing permits issued, four residential building permits issued and one certificate of occupancy for a garage extension. In September, the building department has issued one quick permit for solar panels and one stop work order on a construction site.

NEW HOMES ISSUED PERMITS

2009	10
2010	8
2011	8
2012	6
2013	12
2014	23
2015	18
2016	36
2017	53
2018	30
2019	31
2020	

CERTIFICATE OF OCCUPANCIES ISSUED

2009	15
2010	11
2011	6
2012	4
2013	5
2014	15
2015	18
2016 -	38
2017	33
2018	58
2019	24
2020	