



**REGULAR MEETING OF THE VILLAGE COUNCIL  
VILLAGE OF POINT VENTURE  
Wednesday, December 20, 2023 at 6:30 PM  
555 Venture Blvd S  
Point Venture, TX 78645**

*"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 Justin Hamilton called the meeting to order at 6:30 PM.
2. Pledge - Mayor Justin Hamilton led the Pledge of Allegiance.
3. Roll Call - Village Secretary called roll: Present were: Mayor Justin Hamilton, Councilmember Tex Tubbs, Councilmember Mark Maund, Councilmember Jeff Schroeder, and Councilmember Scott Staeb. A quorum was present.

**B. Consent Agenda**

1. Approval of amend to minutes October 18, 2023, Public Hearing and Regular Council Meeting.
2. Approval of Minutes November 15, 2023, Public Hearing and Regular Council Meeting.
3. Approve 2024 dates for Village Council monthly meetings.
4. Approve 2024 Village observed holiday schedule.

Councilmember Scott Staeb made a motion to approve amended minutes for October 18, 2023, Council meeting minutes for November 15, 2023, Village Council monthly meeting dates for 2024, and Village 2024 observed holiday schedule. Councilmember Tex Tubbs seconded the motion. **The vote was unanimous with Councilmembers Jeff Schroeder, Mark Maund, Tex Tubbs and Scott Staeb voting for and no one voting no. Motion Passed.**

**C. Public Comments**

- \*Letter read on behalf of resident property owner and candidate running in the November 7 general election regarding appointment to vacant council seat for the candidate with the third most votes cast. The voters have spoken.
- \*Resident property owner expressed appreciation to the five candidates that chose to run for two open council seats. Resident also expressed desire that the one year vacancy on council created by Justin Hamilton running unopposed for mayor seat be filled by Council appointment of the third highest received votes. The candidate with third most votes should fill the vacancy.
- \*Resident property owner request one year vacancy on council be filled by the candidate receiving the third most votes. This honors the election process and the choice of the Point Venture voters. If the candidate with third most votes is not appointed, it would be most appropriate and transparent for Council to state why not. There were also two additional candidates that ran for a place on the Council to be considered, she being one and interested in consideration of appointment to vacant council seat. Resident addressed Council regarding the 'flag contest', requesting possibly starting afresh with a community wide poll regarding why the city would want a flag, what would that flag signify. A transparent program of notification and voting as the shift in social media sites the flag contest was posted to, the number of contests conducted and the confusion in validation of votes was not clear nor transparent. Resident also offered interest in serving on the P&Z Commission.
- \*Resident property owner, on behalf of the Point Venture Lions and Leos thanked the Council for Village support in Message in a Bottle initiative. This resident 'emergency situation program' will be offered free to Point Venture residents and delivery will begin in January.
- \*Resident property owner addressed the Council regarding appointment for unexpired councilmember seat selection should be made by Village voters of the November 7 election and not the council seated four members. There were five candidates running for open council seats and the council seat should be filled by one of the candidates running on the November 7 ballot.

Resident also addressed the Council regarding Council appointments for two needed members for the P&Z Commission and Council direction to the P&Z Commission so the P&Z may set agenda for future discussions.

#### **D. Mayor Report**

1. Culvert/ditch grading projects approved at November 15 meeting have been completed. Projects approved at the November Council meeting on Venture Drive/Demarett and Southwind Rd/Valley Hill Lane have been completed. Grass seed will be applied to the ditch grading area along Venture Drive.
2. Mayor's consideration of Councilmember appointments to individual Village services/departments interface/liaison. Council discussion filling the vacant council seat and time for the newly seated Council to settle in and prior to discussion of liaison appointments. These appointments are completely at the discretion of the Mayor.
3. Mayor's request for councilmembers to consider and report at January meeting for zoning ordinance code items for discussion to request P&Z research and possible recommendations for changes or updates. Councilmember Tubbs requested the two open seats on the P&Z Commission be posted to the website and Regroup mass email. Two open seats are to fill unexpired appointments through June 2024. Appointment of two vacancies is necessary so P&Z may have full commission prior to discussions for future changes/amends to zoning ordinance.
4. Consider councilmember attendance at the Newly Elected Workshop in San Antonio January 19. Council attendance at newly elected workshop January 19 discussed. Newly elected council seats are required to complete Open Meetings Act and Public Information Act training within 90 days of taking their seat.
5. Upcoming Council discussions for Council/Admin policy and procedures to include purchasing and social media policy and procedures. Council discussion to schedule a separate Council workshop for discussion of establishing policies and procedures.

#### **F. Travis County Sheriff's Report**

Deputy Nick McCaughey attended the meeting. There were no reports of concern in Point Venture to report. He does receive speed data reports and reported that in general speed violations have declined. Councilmember Tubbs requested update to number of hours budgeted compared to number of hours billed for coverage. Fiscal year 2023 billed hours were only 60% of budgeted and expected hours of coverage.

**Emergency Services Report – no report received.**

#### **G. Items to Consider**

1. Nominations and appointment of council member to serve as mayor pro tem through November 2024. Councilmember Jeff Schroeder made a motion to appoint Scott Staeb as Mayor Pro Tem through November 2024. Councilmember Mark Maund seconded the motion. **The vote was unanimous with Councilmembers Tex Tubbs, Jeff Schroeder, and Mark Maund, voting for and no one voting no. Motion Passed.**
2. Discuss and approve "required two signatures" for Security State Bank operating account. Mayor ProTem Scott Staeb made a motion to approve required two signatures for the Security State Bank operating account. Councilmember Tex Tubbs seconded the motion. **The vote was unanimous with Councilmembers Jeff Schroeder, Mark Maund, Tex Tubbs and Mayor ProTem Scott Staeb voting for and no one voting no. Motion Passed.**
3. Review and approve update to Security State Bank operating and money market account bank signatories. Authorized signers for the Security State Bank operating and money market account require update. Justin Hamilton and Tex Tubbs are currently authorized signers.

Councilmember Tex Tubbs made a motion to add Scott Staeb as authorized signer to Security State Bank operating and money market account. Councilmember Jeff Schroeder seconded the motion. **The vote was unanimous with Councilmembers Mark Maund, Tex Tubbs, Jeff Schroeder, and Mayor ProTem Scott Staeb voting for and no one voting no. Motion Passed.**

4. Review and approve amending TexPool Money Market, Road Fund and Time Warner investment account authorized representatives.

Justin Hamilton and Tex Tubbs are currently authorized representatives for TexPool investment accounts.

Councilmember Tex Tubbs made a motion to add Scott Staeb as authorized representative for TexPool investment accounts. Councilmember Jeff Schroeder seconded the motion.

**The vote was unanimous with Councilmembers Mark Maund, Tex Tubbs, Jeff Schroeder, and Mayor ProTem Scott Staeb voting for and no one voting no.**

**Motion Passed.**

5. Nominations and possible appointment to vacant Council seat for unexpired term through November 2024.

Council received letter of continued desire to serve from candidate in November 7 general election, Robin Wells. Mayor Hamilton received and distributed letter of interest for appointment from resident John Schwarz.

Councilmember Tex Tubbs made a motion to nominate Robin Wells to vacant Council seat for unexpired term through November 2024. Councilmember Mark Maund seconded the motion. Councilmember Jeff Schroeder abstained from vote. Mayor ProTem Scott Staeb abstained from vote. **Councilmembers Tex Tubbs and Mark Maund voting for, Councilmember Jeff Schroeder and Mayor ProTem Scott Staeb abstain – no vote. The motion to appoint Robin Wells to unexpired council seat term fails.**

Mayor ProTem Scott Staeb made a motion to nominate John Schwarz to vacant Council seat for unexpired term through November 2024. Councilmember Jeff Schroeder seconded the motion.

Councilmember Tex Tubbs was nay vote. Councilmember Mark Maund was nay vote.

**Mayor ProTem Scott Staeb and Councilmember Jeff Schroeder voting for, Councilmembers Tex Tubbs and Mark Maund voting against. Tie vote.**

Councilmember Tex Tubbs request discussion to this item.

Mayor Pro Tem Scott Staeb – John Schwarz expressed interest

Councilmember Jeff Schroeder - John Schwarz is a veteran

Councilmember Mark Maund - spoke to appointment of candidate that was third in the voting count for November 7 general election is in the spirit of elections. To do otherwise feels to be making a mockery of the election, candidates that spent time and effort to run and the voters of Point Venture. Councilmember Tex Tubbs – if Council does not appoint from the five candidates it is wrong to the election process.

Mayor ProTem Scott Staeb – abiding by election process by seating the two top candidates receiving the most votes.

Mayor ProTem Scott Staeb – has spoken with some residents, Robin Wells has one item purpose in serving on Council and would not be in best interest of community.

Councilmember Jeff Schroeder – felt personal innuendo delivered via social media site towards him from Robin Wells.

Mayor Justin Hamilton provided RECAP: two councilmembers choose to follow election process and appoint third highest votes received; two councilmembers choose to appoint John Schwarz.

Mayor Justin Hamilton – struggled with interaction with Robin Wells and she does appear to have one item agenda in serving.

**Mayor Justin Hamilton cast yes vote to appoint John Schwarz to unexpired term for Council seat, Councilmember Jeff Schroeder and Mayor ProTem Scott Staeb cast yes vote in favor; Councilmembers Tex Tubbs and Mark Maund voting no to John Schwarz as appointee for unexpired term through November 2024.**

(eventually there was comment from audience urging change from nay to abstain)

Councilmember Tex Tubbs requested to change her nay to abstain from casting vote.

**Motion passed for appointment of John Schwarz to unexpired council seat term.**

6. Discuss and possible approval of appointment of Anthony Goode, Goode Faith Engineering, as City Engineer.

Current city engineer, Haynie Consulting Inc, is closing business to relocate to Houston, Texas. Anthony Goode, Goode Faith Engineering, was highly recommended by our current city engineer. Councilmember Tex Tubbs made a motion to appoint Anthony Goode of Goode Faith Engineering to represent the Village of Point Venture as our designated city engineer. Councilmember Mark Maund seconded the motion. **The vote was unanimous with Councilmembers Jeff Schroeder, Tex Tubbs, Mark Maund and Mayor ProTem Scott Staeb voting for and no one voting no. Motion Passed.**

7. Review and discussion regarding audit of all voting contests performed for city flag. Discussion and possible development of Council resolution and purpose for declaring an official city flag.

Mayor Justin Hamilton read the results from the first three online polls for the unofficial city flag contest: first poll 466 votes, second poll 341 voted and third poll 10,845 votes. The third poll for final choice of flag was obviously flawed. Paper votes required for final choice of flag at National Night Out. Councilmember Jeff Schroeder felt paper votes and breakdown should be accepted outcome. Councilmember Tex Tubbs concerned with the unofficial social media notice of contest and subsequent polls and no objectives voiced regarding purpose to choose a city flag created a rinky-dink methodology and outcome for something important as choosing an official city flag. Mayor ProTem Scott Staeb offered solution with another hand count of the paper ballots to audit the breakdown and Council begin discussion to develop Village Council resolution to adopt an official Village of Point Venture flag.

Councilmember Mark Maund made a motion to begin discussion at future meeting to develop Council resolution to adopt official city flag, Mayor ProTem Scott Staeb seconded the motion. **The vote was unanimous with Councilmembers Tex Tubbs, Jeff Schroeder, Mark Maund and Mayor ProTem Scott Staeb voting for and no one voting no. Motion Passed.**

## H. Council Reports

1. Financial Report

November Cash in Banks

Councilmember Tex Tubbs reported November monies in bank:	
Security State Bank & Trust – Money Market	\$ 94,862.69
Security State Bank & Trust – Operating Account	\$730,402.05
TexPool- Money Market	\$308,456.29
TexPool – Road Fund	\$706,474.00
TexPool – Time Warner	\$ 36,352.58
<b>Total cash in banks</b>	<b>\$1,876,547.61</b>

CapMetro Funds \$77,973 received for ½ 2023 and rollover funds.  
FYE 2023 financials submitted to auditors for YE2023 audit.

2. Building Department

Mayor Justin Hamilton presented the November Building Report: There was one permit issued for single family dwelling. There were two certificates of occupancy issued. There were permits issued for driveway apron, driveway repair.

Resident asked when expired lot clearing permit for 613 Deckhouse will either have approved building plans submitted or lot restoration submitted as required by Village code.

3. Code Enforcement

In September 2023, Travis County ESD1 Code Enforcement inspected and notified Village Secretary's office of 115 vacant lot that were in non-compliance with Village lot maintenance and Firewise program principles. Courtesy letters were sent to all reported property owners. On November 2 a second inspection was performed by Travis County ESD1 Code Enforcement and 79 properties were reported as still non-compliant. Council discussion regarding next enforcement steps for these 79 noted non-

compliant lots. Councilmember Mark Maund will develop a further letter of notice to these 79 properties for Council review at the January meeting.

4. Animal Control

Anthony Reynolds is 'on boarded', has completed rabies vaccine series and will attend basic Animal Control Officer training in Hutto late January.

5. Village Services

No activity report for Village Services.

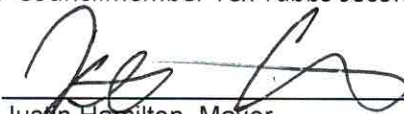
6. Public Works

Crack seal project to begin early January. Post Oak Circle considered for staging area for crack sealing equipment. Residents will continue to be notified via ReGroup before this crack seal project begins.

**I. Adjourn**

Mayor ProTem Scott Staeb made a motion to adjourn. Councilmember Tex Tubbs seconded. **Mayor Justin Hamilton adjourned the meeting at 8:40 PM.**

  
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Vickie Knight, Village Secretary  
Village of Point Venture

  
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Justin Hamilton, Mayor  
Village of Point Venture

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