

City Council Meeting Minutes

A Special City Council Meeting of the City of Horseshoe Bay was held Wednesday, April 26, 2017, beginning at 3:00 PM in the City Hall, #1 Community Drive, Horseshoe Bay, Llano County, Texas.

1. Call the Meeting to Order and Establish a Quorum

Mayor and City Council Members

Mayor Steve Jordan

Mayor Pro Tem Craig Haydon

Council Member Cynthia Clinesmith

Council Member Kent Graham

Council Member Jerry Gray

Council Member Reagan Lambert

Mayor Steve Jordan called the meeting to order at 3:00pm. All present. Mayor Jordan thanked everyone for attending the meeting and reviewed the purpose of the meeting.

2. Business

For Discussion and Consideration Only; No action to be Taken:

- A. The Requirement of a Full-Time Foreman for Each Home Under Construction by the Owner Constructing Their Own Home or Contractor with Little or No Experience – The Mayor stated the purpose of discussing this item is due to the multiple issues related to building projects that are taking place without sufficient oversight to ensure timely, compliant work being done. Council and those in attendance discussed these issues and potential solutions. No action was taken.
- B. Suggested Changes for Staggered Time Frames for Residential Building Permits by Size (Square Feet) – City Manager Stan Farmer explained that the current process allows for 18 months for building any size home. The City is suggesting creating staggered time frames for building permits that depend on the square footage of the building. The Mayor asked for feedback from the attendees and received positive responses regarding this idea. Council and those in attendance discussed possible variations of this potential change. No action was taken.
- C. Suggested Changes to the Building Permit Extension Process – City Manager Stan Farmer reviewed the current process for extending building permits. Council and those in attendance discussed various potential changes to the process that may improve upon the processes currently in place including the review and approval process for extensions and associated penalties. No action was taken.
- D. Suggestions for Improvement in the Building Plan Review and Inspection Process – Mayor Jordan explained that the City is constantly looking for opportunities to improve the review and inspection process by soliciting feedback from everyone involved in the process, benchmarking other cities, and tracking each stage of these processes for each permit. The Mayor asked those in attendance for their feedback. All of the feedback was very positive except the cost of screening the portable restrooms. The Mayor stated the requirements related to screening would be reviewed. No action was taken.
- E. Residential Drainage Plans and Erosion Control – City Manager Stan Farmer states that currently the city does not have specific drainage plan requirements or stringent erosion control regulations, but these are topics that were identified in the long-range planning

process as needing to be addressed. He asked for feedback from the attendees regarding this subject. The Mayor stated that the city is considering requiring a separate, engineer-approved drainage plan that will need to be submitted at the same time as the building plans. The overall consensus was not in favor of requiring an engineer-approved plan and possibly an additional fee. It was pointed out that laws already exist in relation to drainage and erosion control. The suggestion was made by attendees that it may make more sense for the city to ensure their ordinances include penalties for those in violation of those laws or requirements that are already in place, rather than add to laws that are already sufficient. Mayor Jordan stated this will be considered further in the future. No action was taken.

- F. Tree Preservation Ordinance – City Manager Stan Farmer reviewed the purpose of this type of ordinance. Mayor Jordan asked for feedback from the attendees regarding the best way to protect the trees in Horseshoe Bay prior to staff drafting a tree preservation ordinance that not only addresses protecting heritage trees, but also tree planting and restoration, disease mitigation, and related issues. The consensus was that this type of ordinance was a good idea and the city should move forward in drafting it for future consideration. No action was taken.
- G. Incentives to Invest in and Renovate Dated Properties with Focus on High Density Multi-Family Inventory – Mayor Jordan reviewed the purpose of this agenda item. City Manager Stan Farmer went into further detail regarding examples of the types of properties included and the types of potential developments. Mayor Jordan explained that they wanted the builders to know the city is looking at this issue and will hopefully have a more formal plan ready to review this fall, and everyone is encouraged to reach out to the City Manager with any ideas or suggestions related to this topic. No action was taken.
- H. Development Services Reports Provided to City Council Each Month – Mayor Jordan reviewed the various data being collected and processed by the Development Services department, which is in turn collated and presented to City Council on a regular basis, which have been very beneficial and are available for review. Development Services Director Eric Winter provided those in attendance with copies of three of the reports that are provided to City Council each month, and briefly reviewed the details of each.
- I. Questions/Topics from Builders to City Council – Mayor Jordan thanked everyone for attending the meeting and encouraged them all to reach out to the city staff as often as necessary on any topic in an effort to continue this open dialog and cooperative efforts between the community and the city. Mayor Pro Tem Craig Haydon briefly discussed the efforts of the Broadband Advisory Committee and some of the issues they are addressing such as asking builders to include conduits from the drop to the curb line, now while they are building, so it will allow for the infrastructure that will be needed when we start laying fiber throughout the city in the future. Edwin Loften brought up the issue of a builder incurring the full cost of extending utilities to the last/farthest lot in an otherwise empty development, even though those utilities will eventually benefit every other builder between the source of the utilities and that last/furthest lot, should be reviewed. Development Services Director Eric Winter stated that although up front that builder does incur the cost, down the road as other builders develop the property along the lines of those utilities, they have to reimburse the original builder for the portion of those utilities being used by their property. The speaker stated that those reimbursements might be 20 years down the road, so maybe a different arrangement could be considered because there are lots out there that aren't being purchased due to the prohibitive cost of

extending utilities. One of the attendees suggested that home owners/builders who build here, but don't live here full-time, should be required to record their name and phone number with the city, and have an agent on their behalf here locally whose contact information is also provided to the city, be posted on a site so neighbors could contact the builder/owner if needed. The same speaker also brought up storm water issues such as run off into drainage ditches, and suggested that storm water abatement needs to be addressed. The issue of getting timely water and sewage taps was brought up. City Manager Stan Farmer provided an update on how the city is addressing this issue as quickly as possible. The suggestion was made that the city should consider contracting with another company to assist with this problem. Mayor Jordan acknowledged that the city is still behind in getting these taken care of, but they want to correct the problem and are planning for additional contracts, and encouraged those in attendance to send in the names or other information to the City Manager regarding possible companies, etc. The Mayor also stated that more meetings like this one will be held in the future, and the Council and city staff greatly appreciate everyone attending and partnering with the city. No action was taken.

3. **Adjourn** – Mayor Pro Tem Craig Haydon motioned to adjourn the meeting. Council Member Cynthia Clinesmith seconded. VOTE: 5-0 in favor, motion passed. Meeting adjourned at 4:43pm.