

**THE VILLAGE OF SAN LEANNA  
MINUTES**

Regular Board of Aldermen Public Meeting  
Thursday, August 20, 2015

7:00 p.m. – Community Center – 11906 Sleepy Hollow

**A. MEETING CALLED TO ORDER**

Present: Betty Korts, Barbara Quarles, Molly Quirk, Tillie Trotter, Molly Quirk. Elaine Voeltz was absent.

Tillie Trotter moved to approve minutes of Regular B of A Meeting on July 16, 2015 as written; Charlie Burks seconded; motion carried with a vote of 4 in favor – 0 opposed.

**B. CITIZENS' COMMUNICATION**

1. Former Mayor Jim Payne expressed concern regarding the preliminary cost estimate for the reconstruction of Circle Dr., believing an expense of \$269,000 would represent inequitable distribution of limited resources for one road, with additional road reconstruction postponed for two or more years. Mr. Payne suggested that a lesser standard of road resurfacing could be applied, with durable results and at a lower cost, and requested that Council consider other options.
2. Fred Helmerichs, resident of Sunset Dr., expressed concern over the delay in action regarding ordinance violations existing on the property of his neighbor at 11701 Chapel Ln.
3. Dane Avery, Village arborist, stated that the ROW tree-watering program has been reinstated due to the lack of recent rains. Village trees remain in "pretty good shape." Five tree-trimming permits were issued last month. Trimming has been scheduled in the ROW at road intersections and other areas.

**C. ITEMS SCHEDULED FOR ACTION**

1. Following discussion, Council agreed to postpone consideration of approval of the preliminary cost estimate for the reconstruction of Circle Dr. until a future meeting when Joel Wilkinson, Village engineer, could be present for questions.
2. The Village administrator provided information regarding a request from the property owner at 11401 Hunting Creek Ln. to reestablish the original swale/bar ditch on the north side of his lot due to drainage problems during heavy rains. The home does not flood, but rainflow does threaten to flood the garage. Joel Wilkinson has recommended the drainage improvements at a cost estimate of \$4,960. Council agreed to postpone consideration of approval of the drainage work until a future meeting when Mr. Wilkinson could be present for questions.
3. Following brief discussion, Charlie Burks moved to approve the audit engagement letter with

the accounting firm of Donald L. Allman, CPA; Molly Quirk seconded; motion carried with a vote of 4 in favor – 0 opposed. The cost for the annual audit will remain the same (\$4,500), substantially lower than costs quoted by two other accounting firms.

4. Following brief discussion, Charlie Burks moved to renew the Interlocal Agreement with Austin/Travis County Health & Human Services for enforcement of Village ordinances, with approval contingent upon an annual fee increase no greater than \$100 over the current \$1,500; Barbara Quarles seconded; motion carried with a vote of 4 in favor – 0 opposed.
5. Following brief discussion, Charlie Burks moved to amend the Village of San Leanna Water Policy to state “Water bills are mailed by the 5<sup>th</sup> of each month;” Molly Quirk seconded; motion carried with a vote of 4 in favor – 0 opposed.
6. Following discussion, Council determined it would not be necessary to hire someone to take care of the garden at the Community Center as long as an irrigation system would be installed. Elizabeth Hinson will provide cost estimates at a future meeting, and a garden plan will be developed.
7. The Village administrator will contact Mark Hartley to determine the feasibility and cost estimates for installation of an exterior electrical outlet(s) at the Community Center. Molly Quirk will purchase accessible paper towel and soap dispensers for the restrooms at the Community Center, as well as purse hooks.
8. Mayor Korts and Council reviewed the General and Water Fund reports and the Fund Balance report for July 2015. Charlie Burks moved to approve the financial reports; Molly Quirk seconded; motion carried with a vote of 3 in favor – 0 opposed.

#### **D. ITEMS FOR DISCUSSION**

1. Mayor Korts and Council discussed budget categories for the proposed General and Water Fund Budgets for FY 2015-2016. The Travis County Tax Office calculations will be late due to the high number of property tax protests, with information available by August 28<sup>th</sup>. Discussion focused on budget categories #128 – Road Improvements, #201 – Water Billing, and #202 – Water Tap Fees. Brief discussion followed regarding minimum lot size requirements for construction of new homes in the Village (for consideration at a future meeting). The City of Austin does not plan an increase in the cost of wholesale water in the coming year. Other budget categories will remain basically the same except for some slight increases to reflect rising costs for services. Mayor Korts and Council agreed to maintain the tax rate at \$0.2498 per \$100 of property valuation, the same rate for over twenty years. The proposed budget and tax rate information will be included in the Fall newsletter, with delivery to all residents by mail or email. The proposed budget and tax rate will be adopted at the September meeting.
2. Council discussed the issue of loose dogs in the Village, in response to an email from Dan LaFleur. Currently, a non-resident occasionally drives to the Village and allows her dogs to run free (with leashes attached) on River Oaks Dr. Council agreed road signs would not be effective in controlling the situation. It may be more useful to report the person’s license plate number to the Sheriff’s Department.

## **E. REPORTS AND INFORMATION**

1. Mayor's Report:
  - a. Mayor Korts reported she had attended the 30<sup>th</sup> anniversary event for Capital Metro.
  - b. The Mayor received a report from the Sheriff's Department covering the gunfire incident across the creek. Deputies investigated and determined the stray bullet ricocheted in an unusual manner, entering the home on Chapel Ln. The property owner did not press charges, damage was paid for, and the shooter was not arrested and charged.
  - c. The Health Department has submitted their report concerning the ordinance violations on the property at 11701 Chapel Ln., citing no substantial improvement in cleaning up the wood, brush, and trash piles, construction materials, and taking care of the junked vehicle. Richard Crosby was present and explained some of the issues he has had which have impeded his progress. Council offered suggestions to help Mr. Crosby move forward, and he agreed to work with Charlie Burks in setting up a plan to deal with one project at a time from the prioritized list within a designated time frame, beginning with removal of the dead tree limb extending into his neighbor's yard.
  - d. The Health Department has provided updates on other ordinance violations:
    - 11811 Sleepy Hollow Ln. – the property has been mowed.
    - 11909 Bluebonnet Ln. – the pool has been emptied.
    - 11505 Sombrero Dr. – the junked vehicle remains since the investigator would not enter the property due to the "Private Property" sign; a letter has been mailed.
    - 623 River Oaks Dr. – current registration could not be verified since the investigator would not look beneath the vehicle cover; a letter has been mailed.
    - 11810 Arnold Ln. – a citation regarding tall grass and weeds was issued to the property owner.
2. Administrative: The Village Administrator reported on active building permits.
3. Roads: Tillie Trotter stated there are four street signs with posts ready to install on Circle Dr. and Hacienda Dr. (No Parking and Slow – Children at Play). Molly Quirk offered assistance with post holes.
4. Public Affairs: Molly Quirk requested newsletter articles by August 24<sup>th</sup>.
5. Public Safety: In Elaine Voeltz' absence, Mayor Korts stated a truck glove box was rifled at 11614 Sunset Dr., and a vehicle theft was reported on SpotCrime at 11611 Sunset Dr.
6. Water: Barbara Quarles reported the Aquifer District remains in No Drought Status, and the City of Austin remains in Stage 2 Drought. The Burn Ban remains in effect. Ms. Quarles stressed the importance of conserving a minimum of 10% reduction in water usage at this time in the event the drought returns. Well levels are down 19.1 ft. to a current level of 71.2 ft. since last month. There have been no well system problems. Property owners will be billed for water connection and usage on a monthly basis as soon as the meter is set for a new home under construction.
7. Environmental: Charlie Burks stated he has contracted with Texas Tree Service to clean up Village road intersections and other ROW areas. Mr. Burks plans to move trimming

equipment to the small shed at the south well site. He has spoken with Joel Wilkinson who plans to check out the erosion problems and the vegetation build-up on the berms in the large drainage easement between Circle Dr. and Lake Dr.

**F. ADJOURNMENT**

Charlie Burks moved to adjourn meeting; Molly Quirk seconded; motion carried and meeting adjourned at 9:22 p.m.