

**THE VILLAGE OF SAN LEANNA  
MINUTES**

Regular Board of Aldermen Public Meeting  
Thursday, July 20, 2017

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

**A. MEETING CALLED TO ORDER**

Present: Elizabeth Korts, Charlie Burks, Fred Helmerichs, Barbara Quarles, Molly Quirk, Elaine Voeltz

Fred Helmerichs made a correction to the June 2017 minutes (section D number 2), stating that Mr. Helmerichs himself was the one to pose the question about Infrastructure Repair category totals, rather than Mayor Elizabeth Korts. Charlie Burks moved to approve minutes of Regular B of A Meeting on June 15, 2017 with the outlined correction; Barbara Quarles seconded; motion carried with a vote of 5 in favor – 0 opposed.

**B. CITIZENS' COMMUNICATION**

1. As a resident of San Leanna, Jim Payne expressed that gratitude to the Village Council for always going above and beyond to maintain the Village, citing the recent quick response from Alderpersons to both the downed tree on Sombrero Drive and the bent stop sign on Old Manchaca Road.

**C. ITEMS SCHEDULED FOR ACTION**

1. Elaine Voeltz pointed out a correction to the date on the top of page 3 of the June Financial Report. Jim Payne gave a brief explanation of how the budget reserve is calculated and what it means for the budget FY 2017-2018.  
Fred Helmerichs moved to approve the June Financial Report with the date correction.  
Charlie Burks seconded; motion carried with a vote of 5 in favor – 0 opposed.

**D. ITEMS FOR DISCUSSION**

1. Per Charlie Burks the discussion of the Village Arborist position was postponed until Dane Avery and members of the tree committee could be present at the council meeting.
2. Financial Committee member, Jim Payne, gave a walk-through of the Proposed Budget document for FY 2017-2018, reiterating that the Village Council will have the responsibility of finalizing what goes into the budget. Mr. Payne noted that the proposal included infrastructure projects previously approved by the Council as well as the proposed Village tool shed, a potential salary increase for the City Administrator and Meter Reader, and a savings allocation for the Road Fund. Mr. Payne suggested that different, less expensive, options be considered for the Village's annual audit services.  
Fred Helmerichs expressed concern that the funds allocated to Road Maintenance would be insufficient to maintain and improve Village roads and stated that he would work getting a more realistic number together for the budget discussion.

Jim Payne passed out a copy of resident road improvement requests for consideration by the Council as well.

3. Per Mayor Korts, the Zoning Ordinance Amendment discussion was postponed until a later meeting. Fred Helmerichs suggested that the Village Council address impervious ground cover as soon as possible due to the possibility of new developments in the Village of San Leanna. The Council discussed the need for a Public Hearing if an ordinance amendment became necessary.
4. Fred Helmerichs gave an update on the hiring process for a Village Engineer or engineering firm. Mr. Helmerichs stressed the importance of performing a watershed study. The Council expressed concern regarding the cost of the study and whether or not the candidates for the engineering position would work with the Village of San Leanna without having conducted such a study. After lengthy discussion, it was decided the Mr Helmerichs would move forward with the hiring process, testing out the selected engineer or firm on smaller projects that had previous been approved by the council. A watershed study may be reconsidered at a later date, given that the cost is not too prohibitive and that the engineer can testify to its necessity.
5. The council briefly discussed the proposed Meritage Homes subdivision to the west of the Village of San Leanna. Due to the very preliminary planning status of the subdivision, council decided to remove the subject from discussion until more information became available.

#### **E. REPORTS AND INFORMATION**

1. Mayor's Report: Mayor Korts stated that there have not been any meetings or symposiums to attend. The Mayor reported three new building permits issued for the rebuild at 11501 Circle Drive, a carport at 11306 Circle Drive, and a patio cover at 12109 Sleepy Hollow Lane; there was no update on the active permit for 500 San Leanna Cove. Mayor Korts also added that the new home at 504 W FM 1626 was issued its Certificate of Occupancy.

The Mayor and the Village Water Operator met with Chase Patton, a representative of the Texas Municipal League Intergovernmental Risk Pool, to update the Village insurance policy; Mayor Korts reported that the Village could expect an approximate increase of 20% in insurance premiums as the policy had to be updated substantially.

2. Administrative: Rebecca Howe reported that the TCEQ Lead and Copper water sampling results had been received and distributed to the participating residents; none of the samples collected showed notable levels of lead or copper in the drinking water. Ms. Howe also updated the Council that there had been a misunderstanding with TCEQ regarding the Consumer Confidence Report (CCR) but that with help from Village Advisor, Kathleen Lessing, the issues had been resolved. Ms. Howe added that there was a possibility of a change in the means of distribution for the CCR in the coming years.
3. Roads: Fred Helmerichs reported that the new street signs had been installed throughout the Village and that the final sign, at Circle Drive and FM 1626, would be installed later in the week.

Mr. Helmerichs provided photos of several locations throughout the Village to show examples of how the road work and water catchments were working during the last heavy rainfall to prevent flooding, as well as to outline the need for some future work.

Mr. Helmerichs added that he was awaiting quotes for crack repairs on Circle Drive, road sealant throughout the Village, and repairs to the drain pipe behind 611 Old Manchaca Road in order to make projections for remaining work to be completed in FY 2016-2017, as well as the needed funds for Road Maintenance in the FY 2017-2018 Budget.

4. Public Affairs: Molly Quirk reported the Summer 2017 Newsletter went out and that the Fourth of July Party was a great success. Mrs. Quirk requested that the City Administrator, Rebecca Howe, calculate the total expenses for the Fourth of July Party to be split with Manchaca Fire/Rescue. Mrs. Quirk added that there will be another attempt at a Neighborhood Movie Night once it begins to cool off in the Fall.
5. Public Safety: Elaine Voeltz reported a very quiet month in the Village of San Leanna with nothing to report from SpotCrime and only one resident report of theft at 623 River Oaks Drive, where a gate was stolen.
6. Water: Barbara Quarles reported that the Aquifer District remained in Stage 1/No Drought Status with a voluntary 10% conservation period in place. The City of Austin remained in Conservation Stage. The Travis County Burn Ban was in effect but there was no drought status. Ms. Quarles reported that water system was running smoothly and that well levels had fallen 6.8 ft. since the previous month, to a level of 66.5 ft.

Ms. Quarles also reported that the Village Water Operator, Byron Townsend, had a chlorine injector installed in compliance with the Environmental Protection Agency. Barbara Quarles added to her water report that Lake Travis was still 90% full and Lake Buchanan was 93% full.

7. Environmental: Charlie Burks noted the majority of his update for the Environmental Department would be postponed as it tied into his discussion regarding the Village tree services. Jim Payne inquired asked if funds remaining in Mr. Burks's budget for FY 2016-2017 would be used; Mr. Burks indicated that there would most likely be a park improvement project before the end of the fiscal year.

Mayor Korts requested that the pecan tree limb hanging onto Village property from the lot to the north of the Community Center be addressed, as well as the dead trees along the western border of the lot, as they pose a potential fire hazard. The Water Operator, Byron Townsend, also brought attention to the dead limb hanging over into the water processing area behind the Community Center.

## **G. ADJOURNMENT**

Charlie Burks moved to adjourn meeting; Molly Quirk seconded; motion carried and meeting adjourned at 8:43 p.m.