

**THE VILLAGE OF SAN LEANNA
MINUTES**

Regular Board of Aldermen Public Meeting & Public Hearing
Thursday, June 16, 2016
7:00 p.m. – Community Center – 11906 Sleepy Hollow

A. MEETING CALLED TO ORDER

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

Elaine Voeltz moved to approve minutes of Regular B of A Meeting on May 19, 2016 as written; Barbara Quarles seconded; motion carried with a vote of 5 in favor – 0 opposed.

B. CITIZENS' COMMUNICATION

1. Dane Avery, Village arborist, stated that Village trees continue to do well. Permits are being submitted, although a few residents have needed reminders. A few door-knockers seeking tree work have been seen in the Village. Mr. Avery expressed concern regarding diesel fuel spilling out near trees, as well as soil compaction near trees in parking areas, due to vehicles working on the current road project. Mayor Korts asked Mr. Avery to speak with Fred Helmerichs about the issue.
2. Celeste Mikeska, PEC representative, was present to extend an invitation to attend the annual membership meeting in Dripping Springs on Saturday, June 18th.

C. PUBLIC HEARING

1. Mayor Korts opened the public hearing and presented information regarding the proposed municipal budget amendment, due to unexpected costs in several General Fund budget categories during this fiscal year. Following brief questions, the Mayor closed the public hearing.

D. ITEMS SCHEDULED FOR ACTION

1. Charlie Burks moved to adopt proposed Resolution No. 16-002, amending the municipal budget for FY 2015-2016; Barbara Quarles seconded; motion carried with a vote of 5 in favor – 0 opposed.
2. Mayor Korts stated the Village has received a petition from concerned residents requesting the installation of speed humps on Sunset Dr. due to recent problems with speeding vehicles. A bid has been obtained from Alpha Paving at a total cost of \$4,900 for a minimum of two speed bumps. Two original signers of the petition have recently withdrawn their support. The Mayor suggested the first course of action may be to contact the new residents on Sunset Dr. who have been observed speeding, in order to solve the problem without cost. Fred

Helmerichs moved to table the issue until alternative options, at possibly lesser expense, may be considered at a future meeting; Charlie Burks seconded; motion carried with a vote of 5 in favor – 0 opposed.

3. Mayor Korts opened discussion regarding Alpha Paving's costs for striping two speed bumps and painting seven stop bars, as included in their bid for the Circle Dr. road project. Fred Helmerichs stated that thermoplastic pavement markings are more durable than simple road paint; a stop bar was installed at Chapel Ln. and Sunset Dr. that lasted for approximately five years. Following discussion, Mr. Helmerichs moved to approve the installation by Alpha Paving of reflective thermoplastic pavement markings for two speed bumps (\$1,500) and seven stop bars (\$3,150) in lieu of road paint for Circle Dr., at a total cost of \$4,650; Molly Quirk seconded; motion carried with a vote of 5 in favor – 0 opposed.
4. Following discussion, Elaine Voeltz moved to approve the bid from Jeff Grubert for construction of the drainage swale on Ridge Dr., to control rainwater flow at 11401 Hunting Creek Ln., at a cost of \$6,025. Fred Helmerichs requested that costs for haul-off and grassing be included in the bid before approval. Charlie Burks moved to table the issue until complete costs are available at the July meeting; Barbara Quarles seconded; motion carried with a vote of 5 in favor – 0 opposed.
5. Jim Payne presented a summary report of emailed suggestions received from residents regarding suggested improvements in the Village, many requiring no expense or affordable for next year's budget. Mr. Payne suggested buying a day or two of Joel Wilkinson's engineering services to determine ballpark estimates for some of the projects. Charlie Burks expressed appreciation for the time and effort spent by the San Leanna Improvements Committee. Mr. Burks moved to approve two days consultation with the Village engineer to determine a project cost list; Molly Quirk seconded; motion carried with a vote of 5 in favor – 0 opposed.
6. Mayor Korts informed Council that the interview panel had met with the four most appropriate candidates for the position of City Administrator and had arrived at a decision. Elaine Voeltz moved to formally approve the hiring of Suzanne Hallam, to begin work on July 5th; Barbara Quarles seconded; motion carried with a vote of 5 in favor – 0 opposed.
7. Mayor Korts noted that the Village has not established a formal Employee Benefits Policy. The Village attorney has approved a draft policy noting Paid Time Off (PTO), observed holidays, flextime, etc. Fred Helmerichs moved to approve the proposed Employee Benefits Policy as written; Elaine Voeltz seconded; motion carried with a vote of 5 in favor – 0 opposed.
8. Mayor Korts provided information regarding an Employee Agreement, approved by the attorney, between the Village and Kathleen Lessing, the retiring City Administrator, who will continue to serve as a part time advisor as needed. Fred Helmerichs moved to approve the proposed Employee Agreement as written; Charlie Burks seconded; motion carried with a vote of 5 in favor – 0 opposed.
9. Mayor Korts and Council reviewed the General and Water Fund reports and the Fund Balance report for June 2016. Charlie Burks moved to approve the financial reports; Elaine Voeltz seconded; motion carried with a vote of 5 in favor – 0 opposed.

E. ITEMS FOR DISCUSSION

1. Mayor Korts presented information from a letter received from Chief Chris Barron, Manchaca Fire/Rescue, requesting annexation by the Village of the 5-acre property on which sits the State Firefighters' & Fire Marshals' Association of Texas building. Annexation of the fire station property is not being requested at this time. Legal counsel is necessary to determine if noncontiguous annexation is possible, and further information is needed regarding conditions of annexing Bethel Church Rd. A formal annexation agreement would need to cover concerns regarding drainage, road maintenance, etc. Council agreed that more questions than answers remain at this point.

F. REPORTS AND INFORMATION

1. Mayor's Report: Mayor Korts reported she had attended the Small Cities Emergency Management meeting last month. The Mayor informed Council of the purchase of office furniture for partial conversion of the Community Center to office space for the new City Administrator. A laptop will be purchased. Phone and internet (with WIFI) services will be installed.
2. Administrative: The City Administrator reported that plans for the remodel at 11909 Bluebonnet Ln. have passed review, and the building permit will be issued tomorrow. The sale of the property at 11505 Sombrero Dr. closed yesterday. The new owner is working with the arborist to have trees trimmed; work on oaks will wait until next month. A permit for the remodel will be requested in a few weeks. The Health Dept. issued violation citations for the accumulated trash at 11505 Sombrero Dr. (will be removed by the new owner) and for the unregistered vehicle at 404 San Leanna Dr. The vehicle has since been removed.
3. Roads: Fred Helmerichs reported on the progress of the Circle Dr. road project. Bumps will be scraped flat prior to the asphalt overlay to initially create a smoother surface. Mr. Helmerichs has observed 16 street signs in need of attention or replacement. Dirt build-up on Village roads, acting as a dam holding water and adding to the deterioration of the roads, needs to be removed. The Village engineer has stated that the Village should expect to spend \$10,000 annually for road maintenance. Mr. Helmerichs stated several drainage areas need to be addressed, including the bar ditches on FM 1626 (communicate with TxDOT), the ditch on Old Manchaca Rd., Circle Dr. near Ridge Dr., and River Oaks Dr. near Circle Dr.
4. Public Affairs: Molly Quirk stated she has received 72 responses to the survey emailed to residents regarding the July 4th event, which will take place at the Manchaca fire station, mid-day on the 4th, with live music, and with costs split with Manchaca Fire/Rescue. Ms. Quirk stated she received a report from one of the residents at 404 San Leanna Dr. of a suspicious person (an apparently drunk black male in his 50's, on a moped) loitering in her front yard very late last night. There was brief discussion of a Village pet registry with the possibility of emailing a survey to assess interest. The Community Center will no longer be rented for events due to its new use as office space.
5. Public Safety: Elaine Voeltz stated that SpotCrime reported a family disturbance and an EMS assist on Leanna Woods Cove, as well as an EMS assist on Circle Dr. and criminal mischief on FM 1626. A Village resident crashed into the guard rail on FM 1626 near the east end of Old Manchaca Rd.

6. Water: Barbara Quarles reported the Aquifer District remains in Stage 1/No Drought Status, and the City of Austin has declared Conservation Stage, with fewer restrictions on water usage. The Burn Ban remains lifted; please call the Fire Dept. before burning. Lake Travis is 105% full, and Lake Buchanan is 94% full. Well levels have fallen 1 ft. since last month, to a current level of 40.8 ft. There are no current problems with the water system. Mayor Korts mentioned that Dripping Springs has obtained a preliminary permit from TCEQ to empty treated sewage water into Onion Creek. Meetings are taking place among communities concerned with this issue. Byron Townsend stated that the City of Austin empties their wastewater into the Colorado River and that it is good or better than potable water following treatment.
7. Environmental: Charlie Burks reported that a couple of trees and a few limbs have been removed due to the last storm. Mowing will continue to be scheduled until growth caused by rains slows down. Elizabeth Hinson will look into having the redbud trees trimmed at the Community Center.

G. ADJOURNMENT

Charlie Burks moved to adjourn meeting; Elaine Voeltz seconded; motion carried and meeting adjourned at 8:42 p.m.