

**THE VILLAGE OF SAN LEANNA  
MINUTES**

Regular Board of Aldermen Public Meeting & Public Hearing  
Thursday, March 17, 2016  
7:00 p.m. – Community Center – 11906 Sleepy Hollow

**A. MEETING CALLED TO ORDER**

Present: Betty Korts, Barbara Quarles, Charlie Burks, Molly Quirk, Tillie Trotter, Elaine Voeltz

Charlie Burks moved to approve minutes of Regular B of A Meeting on February 18, 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, reported there are no current problems with Village trees. Three permit requests were submitted in the past month. Steve Stinson, resident on Tunnel Trl., requested advice on stimulating the growth of small oak trees. Elizabeth Hinson commented on observed tree work near power lines; Mr. Avery will check with PEC to ensure there is no oak tree pruning until July. All other work continues to require permitting.
2. Kris Johanson presented a petition, signed by all property owners on Sunset Dr., requesting installation of a speed hump to control traffic due to a recent increase in speeding on the road. Council will look into it, but there may be a delay due to recent costs over budget for road maintenance.

**C. ITEMS SCHEDULED FOR ACTION**

1. Joel Wilkinson, Village engineer, presented the schedule for the Circle Dr. road improvement project. Ads for bids will run in four editions of the Hays Free Press, with submitted competitive bids opened on April 19<sup>th</sup>. Tabulation of bids will be available for vote at the April 21<sup>st</sup> Council meeting. Construction contracts will be ready by May 3<sup>rd</sup>, with a preconstruction meeting with notice to proceed scheduled for May 12<sup>th</sup>. Substantial completion of the project is expected by July 18<sup>th</sup>. Two speed humps will be replaced with two speed bumps, similar to those installed on San Leanna Dr. and Sombrero Dr. A few mailboxes will be relocated. Mr. Wilkinson will request permission from TxDOT to extend the road work across the ROW to the north edge of FM 1626.

**D. PUBLIC HEARING**

1. Mayor Korts opened the public hearing for presentation of information concerning a request for a variance to Zoning Ordinance No. 13-001 regarding the location of a permanent accessory building (workshop) at 11910 Tunnel Trail, in the side yard, with approximately three ft. of the building extending in front of the rear build line of the house in order to

remain clear of a PEC utility easement. Mark Schumacher, Chair of the Zoning Committee, stated the committee had voted, at the prior meeting this evening, to recommend granting the variance since the three-ft. distance was so minimal, and there were no objections from adjacent neighbors. There were no other comments. The Mayor closed the public hearing.

#### **E. ITEMS SCHEDULED FOR ACTION (cont'd)**

2. Following brief discussion, Tillie Trotter moved to grant the variance to Zoning Ordinance No. 13-001 regarding the location of a permanent accessory building (workshop) at 11910 Tunnel Trail, in the side yard, with approximately three ft. of the building extending in front of the rear build line of the house in order to remain clear of a PEC utility easement; Elaine Voeltz seconded; motion carried with a vote of 5 in favor – 0 opposed.
3. Molly Quirk stated that the ESD #5 board was not able to address the annexation issue this month, so the matter is postponed for a future meeting. Pat and Scotty Scott were present to inquire about the possible annexation and expressed concern over the potential need for the Village to annex Bethel Church Rd., with its known maintenance and drainage issues.
4. Charlie Burks outlined cost estimates for installation of cement traffic bumpers around three sides of the septic field in front of the Community Center (15 bumpers @ six ft.), with a post and chain barrier across the front of the field (total cost approximately \$1,000). Expenses will be split among budget categories for Community Center - \$200, Public Safety - \$400, Mowing/Trimming – remainder. Barbara Quarles moved to approve the construction of the barrier around the Community Center septic field at the proposed cost estimates; Elaine Voeltz seconded; motion carried with a vote of 5 in favor – 0 opposed.
5. Molly Quirk moved to appoint Jim Payne as Election judge and Elizabeth Hinson and Kay Chalman as Election clerks for the May 7<sup>th</sup> General Election; Tillie Trotter seconded; motion carried with a vote of 5 in favor – 0 opposed.
6. Applications for a place on the ballot for the May 7<sup>th</sup> General Election, to elect three Alderpersons, have been received from Charlie Burks, Fred Helmerichs, Molly Quirk, and Tillie Trotter. Names were drawn for the order of candidate names on the ballot, with results as follows:
  1. Charlie Burks
  2. Tillie Trotter
  3. Molly Quirk
  4. Fred HelmerichsMolly Quirk moved to approve the order of names for the ballot; Tillie Trotter seconded; motion carried with a vote of 5 in favor – 0 opposed.
7. The Village administrator stated that Progressive Waste Solutions has not yet provided a choice of dates for a Saturday in May for the annual Spring Clean-Up included in the Village's contract with the company. The matter will be on next month's agenda.
8. Mayor Korts and Council reviewed the General and Water Fund reports and the Fund Balance report for February 2016. Following brief discussion regarding recent crack-sealing of roads, Charlie Burks moved to approve the financial reports; Barbara Quarles seconded; motion carried with a vote of 5 in favor – 0 opposed.

## F. REPORTS AND INFORMATION

1. Mayor's Report:
  - a. Mayor Korts stated she will attend the Small Cities Emergency Management meeting scheduled for next week.
  - b. The GoFundMe account established for the Cavacos has collected \$1,350 plus a \$25 personal check. \$1,264.78 (less fees) has been given to Juanita Cavaco, and she expressed great gratitude to all who donated.
  - c. Richard Crosby stated he has cleaned up his front yard and "will continue to move forward and make progress." The Mayor stated it has been one year since the original letter addressing the nuisance complaint by neighbors was mailed, and that progress needs to be continually evident.
2. Administrative: The Village Administrator reported that construction on the SFR at 820 Indian Tree Trl. is finished. A remodel at 501 Hacienda Dr. is in the beginning stages of the permit application process. A small shed has been installed at 651 FM 1626. The vehicle in the driveway at 404 San Leanna Dr. has an expired registration sticker and will be reported to the Health Dept. for follow-up. Conditions at the rental house at 11410 Ridge Dr. have greatly improved. The owners of the home at 623 River Oaks Dr. are living out of state temporarily but are spending some time at the home monthly.
3. Roads: Tillie Trotter has requested a map showing the boundaries of Indian Tree Trl; the Village administrator will check with Joel Wilkinson. Ms. Trotter will speak with Mr. Wilkinson to finalize current maintenance needs for the road (original estimate from the contractor – \$903; current estimate from the engineer – \$4,478).
4. Public Affairs: Molly Quirk reported there are no new rentals for the Community Center. The Village administrator will send out a flyer with information regarding the Election, including candidate bios, and the Spring Clean-Up. An outdoor movie event will be scheduled for May. Ms. Quirk asked Council to begin thinking about plans for the 4<sup>th</sup> of July event.
5. Public Safety: Elaine Voeltz stated that SpotCrime reported an assault with injury on Sombrero Dr., a motorcycle wreck on FM 1626, and an assist EMS on Bethel Church Rd. Ms. Voeltz will call PEC to report malfunctioning street lights. The solar light on the Community Center sign is still a work in progress. Molly Quirk stated that Round-Up was sprayed along FM 1626 last year to control the bastard cabbage.
6. Water: Barbara Quarles reported the Aquifer District remains in Stage 1/No Drought Status, and the City of Austin remains in Stage 2 Drought. The Burn Ban has been lifted. Lake Travis is 99% full, and Lake Buchanan is 80-88% full. Well levels have dropped 2 ft. since last month, to a current level of 49.2 ft. The Main well power was turned off for a few hours while PEC replaced a transformer. The MVFD will be conducting flow tests on Village hydrants during the next two weeks. Ms. Quarles asked that everyone try to conserve 10% in their water usage.
7. Environmental: Charlie Burks reported that the Village's second handyman is a hard worker and has completed quite a bit of trimming and clean-up, especially on River Oaks Dr. A new weed-eater was purchased. Elizabeth Hinson mentioned the piles of mulch near the Main well. Ms. Hinson will determine where the Village may need to use mulch, with the rest made available to residents. Mowing will be scheduled. Council and residents discussed the

idea of forming a committee to consider maintenance needs/improvements in the Village. Art Gurley and Dan LaFleur agreed to join the committee, with some participation by Mr. Burks.

#### **G. ADJOURNMENT**

Elaine Voeltz moved to adjourn regular meeting to informal work session; Charlie Burks seconded; motion carried and meeting adjourned at 8:20 p.m.

#### **H. INFORMAL WORK SESSION**

1. Mayor Korts reported that the Village administrator submitted her resignation (on March 1st), with an effective date of June 1<sup>st</sup>. The Mayor and Council reviewed drafts for the job listing which will be posted on the TML website, Facebook (with a link to TML), and sent out by flyer and email to Village residents. Monte Akers, Village attorney, has stated that the current estimated population of San Leanna (at approximately 600) now requires two employees to handle Village business. Council agreed the Village administrator would be hired initially, with parameters of the second position then evaluated. Council spoke briefly with one applicant in attendance at the meeting. Charlie Burks mentioned a possible office space for rent on Twin Creeks Rd., if needed.
2. Mayor Korts adjourned the work session at 9:01 p.m.