

**THE VILLAGE OF SAN LEANNA  
MINUTES**

Regular Board of Aldermen Public Meeting & Public Hearings  
Thursday, October 19, 2017  
7:00 p.m. – Community Center – 11906 Sleepy Hollow

**A. MEETING CALLED TO ORDER**

Present: Molly Quirk, Jim Payne, Charlie Burks, Fred Helmerichs, Barbara Quarles  
Elaine Voeltz was absent.

Jim Payne moved to approve minutes of Regular B of A Meeting on September 21, 2017 as written; Fred Helmerichs seconded; motion carried with a vote of 4 in favor – 0 opposed.

**B. CITIZENS' COMMUNICATION**

1. Elizabeth Hinson spoke about her call with Dane Avery regarding oak wilt in the Village and a tree give away by the Texas Forest Service. Mrs. Hinson also mentioned that she was in need of pruning advice from Mr. Avery for the trees in the Community Center garden.
2. Chris Gagliano addressed the council regarding speeding vehicles in the Village of San Leanna. Mr. Gagliano suggested that the speed limit in the Village be raised to 30 mph and be strictly enforced as Travis County will not enforce a 20 mph speed limit. Mr. Gagliano also suggested that two more stop signs be installed at the intersection of Sombrero Drive and San Leanna Drive creating a 3 way stop and thereby slowing through traffic. Mr. Gagliano reported that he would call Travis County to have an officer posted at his home to monitor speeding vehicles as well as calling in incidents he witnesses to Travis County and to the Village to be kept on record.

**C. PUBLIC HEARING I**

1. Mayor Quirk opened the public hearing. Mark Schumacher recused himself from the public hearing due to his relationship to the resident requesting the variance. In Mr. Schumacher's stead, Elizabeth Hinson addressed the council regarding the Zoning Committee's recommendation on the request for a variance to Zoning Ordinance No. 13-001 regarding location of a permanent accessory building (carport with office/guesthouse) at 11410 Circle Drive, in the side yard, with approximately twenty-two (22) ft. of the building extending in front of the rear build line of the house. Mrs. Hinson stated that it was the Zoning Committee's recommendation that the council grant the variance. The Mayor closed the public hearing.

**D. PUBLIC HEARING II**

1. Mayor Quirk opened the second public hearing and Mark Schumacher addressed the council regarding the Zoning Committee's recommendation on the proposed amendment to Zoning Ordinance No. 13-001 regulating maximum impervious cover in the Village of San Leanna. Mr. Schumacher reported that the Zoning Committee was uncomfortable with twenty percent,

as presented in the amendment, as a maximum limit for impervious cover in the Village. The Zoning Committee was also unclear on the motivation for passing the amendment, be it meant to address drainage or the size of homes built in the Village. The Zoning Committee recommended that the amendment be tabled until further research is conducted to validate the proposed percentage and support the need for an impervious cover restriction.

2. Pat Sconci expressed that he would like to see the Village take more time to study lot specifications within the Village of San Leanna. Mark Schumacher explained briefly how impervious cover was calculated and expressed his concern that over-reaching restrictions would limit development and desirability of lots for sale in the future. Elizabeth Hinson expressed that she would like to see a survey and drainage plan for the Village. Chris Gagliano and Jim Payne expressed that a full survey and drainage plan may potentially be too expensive for the Village. The Mayor closed the public hearing.

## **E. ITEMS SCHEDULED FOR ACTION**

1. Jim Payne moved to approve the variance to Zoning Ordinance No. 13-001 regarding location of a permanent accessory building (carport with office/guesthouse) at 11410 Circle Drive, in the side yard, with approximately twenty-two (22) ft. of the building extending in front of the rear build line of the house; Fred Helmerichs seconded; motion carried with a vote of 4 in favor – 0 opposed
2. Fred Helmerichs moved to table the proposed amendment to Zoning Ordinance No. 13-001 regulating maximum impervious cover in the Village of San Leanna; Charlie Burks seconded; motion carried with a vote of 4 in favor – 0 opposed.
3. Fred Helmerichs gave a brief description of the Interlocal Agreement for road maintenance services. Jim Payne moved to adopt the Interlocal Agreement between Travis County and the Village of San Leanna for road maintenance services; Charlie Burks seconded; motion carried with a vote of 4 in favor – 0 opposed. The Interlocal Agreement between Travis County and the Village of San Leanna for road maintenance services was adopted by Resolution No. R17-004
4. Charlie Burks moved to appoint Molly Quirk as the Emergency Management Coordinator for the Village of San Leanna per section 418.101 of the Texas Government Code; Fred Helmerichs seconded; motion carried with a record vote of 4 in favor – 0 opposed.
5. Charlie Burk moved to designate Hays Free Press as the official newspaper for publication of required notices; Barbara Quarles seconded; motion carried with a vote of 4 in favor – 0 opposed. The Hays Free Press was designated as the official newspaper for publication of required notices by Resolution No. R17-005. Kathleen Lessing suggested that when the Zoning Ordinance was updated next, it be added that residents must be notified by mail as well as posting due to the low readership of Hays Free Press within the Village.

6. Rebecca Howe gave a brief explanation of the financial report and Jim Payne explained the final page of the report in relation to the new fiscal year beginning. Jim Payne moved to approve the financial report for September 2017; Charlie Burks seconded; motion carried with a vote of 4 in favor – 0 opposed.

## **F. ITEMS FOR DISCUSSION**

1. Fred Helmerichs addressed the progress pertaining to the interview and selection of an engineering firm for the Village. Mr. Helmerichs presented a reference packet provided by Southwest Engineers, expressing that he would be requesting more information from them on past jobs. Mr. Helmerichs reported that Doucet would be sending a packet as well. Mr. Helmerichs stated that both firms would prepare presentations for the council to be scheduled for a later meeting. Council discussed criteria for selecting between the engineering firms and decided to interview the firms at a work session.

## **G. REPORTS AND INFORMATION**

1. Mayor's Report: Mayor Quirk asked Rebecca Howe to update the council regarding potential Meritage Homes development. Ms. Howe stated that she received an email from the subdivision's builder stating that the builders were no longer seeking to connect to River Oaks Drive at that time and would be exploring other options. Mayor Quirk reported that there were many Village Committees in need of volunteers and that Rebecca Howe would send out a survey to gauge interest. The Mayor reported as well that there would be a new committee to help with infrastructure projects.

Mayor Quirk also discussed the Fall Fest on October 28<sup>th</sup> and the Trunk-or-Treat hayride on October 31<sup>st</sup>.

Elizabeth Korts reported on one new building permit at 609 River Oaks Drive and active permits at 11400 Sombrero, 11501 Circle Drive, and 500 Leanna Woods. Mrs. Korts also reported that there would potentially be an upcoming project at 405 San Leanna Drive.

2. Administrative: Village Administrator, Rebecca Howe, reported that she updated the Minutes and Agenda sections on the Village website but still needed to update the Financial Report section.

Ms. Howe reported that the Village Attorney had been contacted regarding the ongoing loose dog issue on Bluebonnet Lane as the dog's owner had been unresponsive to Village correspondence.

Ms. Howe stated that she would also be calling a repairman to address the leak in the refrigerator and that she would be sending out an email regarding proper removal of dead animals on County and Village roads.

Mayor Quirk asked if a formal complaint had been submitted regarding the possible health hazard at a home on Sombrero; Ms. Howe reported that she had not heard from the residents with a formal complaint but that she would follow up

3. Roads: Fred Helmerichs had compiled and presented a list of drainage issues to the council to be considered as part of an ongoing drainage project as discussed at the September 2017 meeting. Jim Payne expressed concern that cost of a drainage study in addition to actual drainage projects would not be feasible; Mr. Helmerichs stated that, with a new engineer in place, the Village would be able to price a study and drainage plan to determine if that would be the case.

Mr. Helmerichs also presented information and references for SealMaster, a road sealing material, as he was working on getting quotes together on the service to be considered by council at a later time.

Mr. Payne inquired about the crack sealing service that was offered to the Village by Alpha Paving for cracks emerging on Circle Drive and Mr. Helmerichs reported that the service had been completed.

4. Public Affairs: Jim Payne reported that the fall festivities had been mostly taken care of Mayor Quirk while she held the position of Alderman of Public Affairs.

Mr. Payne requested feedback on a December event in the Village of San Leanna. After some discussion, the council and attending residents thought a Spring event might work better. Mr. Payne inquired about the upcoming newsletter schedule and Kathleen Lessing answered that the next newsletter would go out in mid-January.

5. Public Safety: Elaine Voeltz was not able to attend the meeting and report on public safety.

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. Ms. Quarles reported that the water system was running smoothly and that well levels had dropped 5.3 ft. since the previous month, to a level of 73.9 ft.

Ms. Quarles reported that there was a water main break at River Oaks Drive and Redbud Trail. The pipe had split and 30 inches of concrete were removed to repair the leak. Byron Townsend reported that this was the first main break in the Village of San Leanna since the system was replaced. Mr. Townsend also reported that a valve switch would be replaced on FM 1626 as well.

7. Environmental: Charlie Burks reported that the new storage building had been put in at the north well site, complete with shelves, pegboard, and electrical connections. Mr. Burks also reported that the gazebo would be delivered fairly soon and that the site would need to be prepared ahead of time with crushed granite.

There was a brief discussion of security precautions for the Village storage building.

## **H. ADJOURNMENT**

Charlie Burks moved to adjourn the meeting; Jim Payne seconded; meeting adjourned at 8:26 p.m.