

**THE VILLAGE OF SAN LEANNA  
MINUTES**

Regular Board of Aldermen Public Meeting  
Thursday, September 21, 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 requested a revision to section B number 2 of the August 17, 2017 meeting minutes regarding the statement that Dane Avery referred to new cases of oak wilt being “contained immediately”. Mr. Helmerichs stated that he did not recall Mr. Avery making that claim. Rebecca Howe will listen to the section in question and make the needed correction.

Molly Quirk moved to approve minutes of Regular B of A Meeting on August 17, 2017 with the outlined correction; Charlie Burks seconded; motion carried with a vote of 5 in favor – 0 opposed.

**B. CITIZENS’ COMMUNICATION**

1. Leanna Ford addressed the council regarding her neighbor at 11507 Sombrero Drive. Mrs. Ford reported that, although the home was roughly the same age as her own, years of neglect led to dilapidation and decreased property tax values; noting that the home was a health hazard due to the high grass and weeds, trash piled up, and an infestation of roaches, rats, and snakes in the yard. Council advised Mrs. Ford to draft a formal letter of complaint, signed by two residents, and return it to City Administrator, Rebecca Howe, in order to initiate action with the City of Austin Health Department.

**C. PUBLIC HEARING**

1. Mayor Korts opened the public hearing and council briefly discussed the proposed budget for FY 2017-2018. Fred Helmerichs expressed that he would like the Road Maintenance fund to reflect the same \$20,000 allocation as the previous year so that he could begin a preventative care plan for the roads. Molly Quirk inquired about the possibility of moving funds over to the Road Maintenance category later in the year if needed.
2. Mayor Korts stated that the proposed property tax rate of \$0.2498 per \$100 valuation for FY 2017-2018 remains the same as last year.
3. Multiple residents expressed having difficulty with their mail service and mentioned that they did not receive the Fall Newsletter containing the notice of the public hearing for the budget and tax rate for FY 2017-2018. The Mayor closed the public hearing.

#### **D. ITEMS SCHEDULED FOR ACTION**

1. Fred Helmerichs moved to approve the financial report for August 2017; Molly Quirk seconded; motion carried with a vote of 5 in favor – 0 opposed
2. Charlie Burks moved by special motion to adopt the amended budget for FY 2016-2017; Barbara Quarles seconded; motion carried with a vote of 5 in favor – 0 opposed. The amended budget was adopted by Resolution No. R17-002.
3. Elaine Voeltz moved to adopt budget for FY 2017-2018 as written; Molly Quirk seconded; motion carried with a vote of 4 in favor – 1 opposed.
4. Charlie Burks moved by special motion to adopt the proposed property tax rate of \$0.2498 per \$100 valuation for FY 2017-2018, which will maintain property taxes at the same rate as last year; Elaine Voeltz seconded; motion carried with a record vote of 5 in favor – 0 opposed. The property tax rate was adopted by Resolution No. R17-003.
5. Mayor Korts explained that resident, Linda Barrett, had volunteered to take on the zoning and permitting responsibilities for the Village of San Leanna. Molly Quirk moved to appoint Linda Barrett as Zoning Administrator; Elaine Voeltz seconded; motion carried with a vote of 5 in favor – 0 opposed.

#### **E. ITEMS FOR DISCUSSION**

1. Mayor Korts explained that, due to legal notification requirements, the public hearing for proposed amendment to Zoning Ordinance No. 13-001 regarding impervious ground cover had to be moved to the October 2017 meeting. Jim Payne asked what percentage would be outlined in the amendment and after some discussion it was determined that a special meeting would be held on September 26<sup>th</sup> to determine the percentage to be proposed at the public hearing. Resident, Elizabeth Hinson, presented an article from Community Impact that mentioned impervious cover in Austin being used to calculate a fee that goes toward drainage projects.
2. Fred Helmerichs reported that he had narrowed the selection of an engineering firm for the Village of San Leanna down to Southwest Engineers in Buda, TX or Doucet in Dripping Springs, TX. Mr. Helmerichs stated that both firms would prepare presentations for the council to be scheduled for a later meeting.

#### **F. REPORTS AND INFORMATION**

1. Mayor's Report: Mayor Korts stated that there have not been any meetings or symposiums to attend. The Mayor reported one new building permit issued for an extensive interior remodel at 11400 Sombrero Dr, as well as active permits for 500 San Leanna Cove, 11501 Circle Dr, and 11306 Circle Dr.
2. Administrative: Village Administrator, Rebecca Howe, reported that she had encountered some issues over the month regarding dumping on lots, speeding within the Village, and

loose dogs. Christopher Gagliano expressed frustration at the level of enforcement of speed limits and moving violations within the Village.

Ms. Howe reported that the brush pick-up she was attempting to schedule with Waste Connections would not be cost effective for the Village and it was decided that she would let residents know to move forward with disposal of brush by other means.

Ms. Howe explained an email she received from ATS Engineers, Inspectors, and Surveyors regarding limitations on plan reviews in which they stated that they would not be responsible for reviewing building plans for compliance to Village ordinances. Ms. Howe will look into the matter to determine whether the review limitations are standard protocol.

3. Roads: Fred Helmerichs reported that he attended a seminar on Asphalt Road Construction provided by the Texas Asphalt Association that outlined bullet points for installing long lasting roads from subsoil testing to everything required in the contract which he noted was not called for in the recent contract on the Circle Drive project.

Mr. Helmerichs noted that he would be patching a large crack on River Oaks and that there were issues arising on Chapel Lane near the cemetery where chunks of road were breaking away. Mr. Helmerichs looked for clarification of types of projects on which he needs to have an engineer involved. Council agreed that an engineer was not needed for a bar ditch clean out but that the clean out project should be discussed by the council in order for the ditches to be prioritized fairly. Charlie Burks inquired about the one-time crack filling service previously offered by Alpha Paving on Circle Drive. Fred Helmerichs indicated that he had hoped to seek different recourse for the cracking but he agreed that he would reach out to Alpha Paving to arrange the filling for the time being.

Fred Helmerichs gave a brief informative update to the council and attendees about the proposed subdivision by Meritage Homes. At the time of the meeting, Meritage Homes was under contract to buy 25 acres to the west of the Village on which they planned to build 150 homes. Travis County was requiring the builders to have two full-purpose exits for the subdivision and the builders had met with Mayor Korts, Fred Helmerichs, and Mr. & Mrs. Clarke from the Vineyards at Chappel Lodge regarding connecting the subdivision's rear exit to River Oaks Drive by way of the Clarke's property. The Clarke's indicated at that time that they would be interested in offering limited access only through their property in exchange for Meritage Homes bringing in full fire flow water access from City of Austin to their property. Mr. Helmerich's noted also that the Village had received a legal opinion years before from Monte Akers stating that the road could not be connected to River Oaks without consent from the Village of San Leanna but that Mr. Clarke offered a contradicting legal opinion.

Resident, Elizabeth Hinson, expressed concerns about increased traffic as well as wear and tear on the roads.

The council expressed their interest in keeping River Oaks closed to through traffic from the subdivision.

Fred Helmerichs stated that moving forward with the development would require that an agreement be reached between the Clarkes and Meritage Homes as well as that the builders acquire water from the City of Austin. Also, in order to provide limited access through the

Clarke property, a variance would have to be acquired from the County Commissioner's Court.

4. Public Affairs: Molly Quirk reported that there would be a Village of San Leanna Fall Festival celebration on October 28<sup>th</sup> and a hayride for trick-or-treating on October 31<sup>st</sup>. Mrs. Quirk expressed concern about the problems with mail delivery surrounding the Fall Newsletter.
5. Public Safety: Elaine Voeltz reported that SpotCrime listed one count of an EMS assist, a collision on FM 1626, a report of family violence on Sombrero, and a false alarm on Sunset. Mrs. Voeltz had reported a street light bulb out at Sunset and Hunting Creek and at the time of the meeting it had been replaced. Mrs. Voeltz made a correction to the Fall Newsletter in regard to National Night Out; stating that the event would take place on October 3<sup>rd</sup> rather than October 10<sup>th</sup> as printed in the newsletter.
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 official drought status. Ms. Quarles reported that the water system was running smoothly despite an issue with an electrical cable on the Sunset well and that well levels had risen 4.5 ft. since the previous month, to a level of 68.6 ft.
7. Environmental: Charlie Burks reported that a storage shed had been purchased for the Village and would be delivered soon after the meeting. Mr. Burks also reported that there had been some downed branches throughout the village and that he had been able to find a new handyman to take care of some of the weed eating and right of way clean up throughout the Village. As the end of the fiscal year was approaching, Mr. Burks reported that he would be moving forward with the installation of a gazebo at the north park. Mr. Burks presented specifics about the gazebo from Amish Country Gazebos which would be a 12' octagon composed of weather resistant vinyl. After some discussion, the council decided to vote on the gazebo purchase at the September 26<sup>th</sup> special meeting.

Mayor Korts requested that the website be updated to ensure that the language did not imply an endorsement by the Village of any of the tree trimming companies with insurance on file with the Village.

#### **G. ADJOURNMENT TO EXECUTIVE SESSION**

1. Mayor Korts adjourned the regular meeting to Executive Session at 8:50 p.m. to discuss matters pertaining to the resignation of the Mayor and appointment(s) to fill vacant seat(s) on the Board of Aldermen, per Section 551.074 of the Open Meetings Act (Personnel/Officer Matters). Following discussion, the Mayor resumed the regular meeting.

#### **H. RESUME REGULAR MEETING**

1. Elaine Voeltz moved to accept Mayor Elizabeth Korts' resignation; Charlie Burks seconded; motion carried with a vote of 5 in favor – 0 opposed.

2. Charlie Burks moved to appoint Molly Quirk to fill the vacant Mayor position to serve for the remainder of Mayor Korts' term in office; Barbara Quarles seconded; motion carried with a vote of 5 in favor – 0 opposed.
3. Village Administrator, Rebecca Howe, installed Molly Quirk as Mayor to serve for the remainder of Mayor Korts' term in office.
4. Elaine Voeltz moved to appoint James Payne to fill the vacant Alderman of Public Affairs position to serve the remainder of Molly Quirk's term in office; Charlie Burks seconded; motion carried with a vote of 5 in favor – 0 opposed.
5. Alderman James Payne was not present to be installed.

#### **H. ADJOURNMENT**

Fred Helmerichs moved to adjourn the meeting; Elaine Voeltz seconded; meeting adjourned at 9:06 p.m.