

**THE VILLAGE OF SAN LEANNA
MINUTES**

Regular Board of Aldermen Public Meeting & Public Hearing
Thursday, February 15, 2018
7:00 p.m. – Community Center – 11906 Sleepy Hollow

A. MEETING CALLED TO ORDER

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

Jim Payne moved to approve minutes of Special B of A Meeting on January 15, 2018 as written; Fred Helmerichs seconded; motion carried with a vote of 5 in favor – 0 opposed.

Jim Payne moved to approve minutes of Regular B of A Meeting on January 18, 2018 as written; Charlie Burks seconded; motion carried with a vote of 5 in favor – 0 opposed.

Elaine Voeltz moved to approve minutes of Special B of A Meeting on February 6, 2018 as written; Fred Helmerichs seconded; motion carried with a vote of 5 in favor – 0 opposed.

B. CITIZENS' COMMUNICATION

1. Village Arborist, Dane Avery, was not present; Mayor Quirk stated that Mr. Avery's presentation would be covered in Charlie Burks' report.

C. PUBLIC HEARING

1. Mayor Quirk opened the public hearing. Mark Schumacher addressed the council regarding the Zoning Committee's recommendation on the request for a variance to Zoning Ordinance No. 13-001 allowing the placement of a permanent accessory building to the side of the garage rather than behind the residence at 820 Indian Tree Trail. The Zoning Committee recommended that the board approve the variance. Elaine Voeltz and Fred Helmerichs expressed concern that the septic system may not be adequate to handle the new structure - a mother-in-law suite. After some discussion, Mayor Quirk closed the Public Hearing.

D. ITEMS SCHEDULED FOR ACTION

1. Charlie Burks moved to approve the variance to Zoning Ordinance No. 13-001 allowing the placement of a permanent accessory building to the side of the garage rather than behind the residence at 820 Indian Tree Trail on the condition that proof was furnished by the property owner that the septic system was equipped to handle the new structure; Barbara Quarles seconded; motion carried with a vote of 5 in favor – 0 opposed.

2. Jim Payne moved to select Southwest Engineers as the engineering firm for the Village of San Leanna; Charlie Burks seconded; motion carried with a record vote of 4 in favor – 1 opposed. Council briefly discussed the next course of action and stated that Southwest Engineers would be invited to the March meeting to discuss moving forward with projects in the Village.
3. Village Administrator, Rebecca Howe, gave a brief description of the TML Elected Officials Conference. Fred Helmerichs inquired about the cost to attend and Ms. Howe stated that \$225 would be the total cost to attend. Fred Helmerichs moved to approve the Village Administrator's attendance at the TML Elected Officials' Conference and associated registration fee; Charlie Burks seconded; motion carried with a vote of 5 in favor – 0 opposed.
4. Mayor Quirk explained the discrepancy in the Severance Package category of the financial report due to taxes withheld. Charlie Burks moved to approve the financial report for January 2018; Barbara Quarles seconded; motion carried with a vote of 5 in favor – 0 opposed.

E. ITEMS FOR DISCUSSION

1. Council discussed requesting an updated legal opinion on the issue of Village street access by outside individuals and entities from the Village Attorney, Monte Akers. Dan LaFleur presented as invited testimony, explaining that there were many specific questions that could be posed to Mr. Akers in order to clarify and update the existing memo from 2007. Council discussed the potential cost of a new legal opinion asked Rebecca Howe to obtain an approximate estimate of cost of services at the time of submitting the request. Fred Helmerichs moved to request an updated legal opinion on the issue of Village street access by outside individuals and entities; Elaine Voeltz seconded; motion carried with a vote of 5 in favor – 0 opposed.
2. Rebecca Howe addressed the council regarding the Community Development Block Grant Program. Ms. Howe stated that the window for applications would be opening in the near future and that Christy Moffett from Travis County had requested to hold a community event to discuss grant opportunities with residents of San Leanna. Council determined that the event would be held on March 10th from 1 pm to 3 pm.

Ms. Howe updated council on the timeline and deadlines for the Texas Water Development Board Flood Prevention Grant Program. Jim Payne expressed that there was just not enough time before the deadline to get an application together. Fred Helmerichs moved to table consideration to apply for the Texas Water Development Board Flood Prevention Grant Program until Southwest Engineers could offer input; Charlie Burks seconded; motion carried with a vote of 5 in favor – 0 opposed.

F. REPORTS AND INFORMATION

1. Mayor's Report: Mayor Quirk reported that she would be sitting in on a call regarding disaster response and would report back to council on any important information.

Elizabeth A. Korts reported that there were no new building permits and on ongoing active permits which included 11407 Circle Drive, 11400 Sombrero Drive, 609 River Oaks Drive, and 405 San Leanna Drive. A Certificate of Occupancy was issued for 816 Indian Tree Trail. Mrs. Korts also reported that there would be two new upcoming homes being built in the Village but that neither had begun work at the time of the meeting.

2. Administrative: Village Administrator, Rebecca Howe, reported that she was still working on the community survey and waiting for Spring Clean-up dates from Waste Connections. Ms. Howe reported that she would be working on Texas Tier 2 and other water surveys during the following weeks and that there had been a complaint regarding dogs barking all night on the Sleepy Hollow Rd.

Ms. Howe reminded all present that February 16th was the deadline to apply to appear on the ballot for the May 5th General Election.

3. Roads: Fred Helmerichs reported that he had discussed requirements for drainage pipes under the driveway with the property owner at the new home to be built on Old Manchaca Rd and that it was relayed to the owner that pipes would most likely need to be sized to match the current 36" pipes in place in the drainage ditch; Mr Helmerichs added that Southwest Engineers would possibly need to offer an opinion on the pipe size required before building began. Mr. Helmerich reported that the ditch on Old Manchaca Rd had been cleaned out and went on to express concern that the ditch may pose a danger to drivers due to its open nature. Mr. Helmerichs suggested that considerations be made in the future to enclose the system.

Mr. Helmerichs requested a copy of the resolution and applicable section of the minutes from the January meeting in order to formally request a quote for road repairs and crack sealing from Travis County.

Mr. Helmerichs reported that he would try to have comprehensive pricing on ditch clean-out throughout the Village before the March meeting.

4. Public Affairs: Jim Payne reported that a newsletter would need to go out in April regarding the election, including biographies for the candidates running for office. Mayor Quirk and Jim Payne discussed sending the newsletter out a little bit earlier to account for the early voting period.
5. Public Safety: Elaine Voeltz reported that a long-time resident of San Leanna had passed away and requested that Ms. Howe send a sympathy card to the family. Mrs. Voeltz reported that the light on Ridge Dr and Lake Dr had been replaced.

Mayor Quirk reported that there had been a fire to the south of the Village earlier in February.

6. Water: Barbara Quarles reported that the Aquifer District remained in Stage 1/No Drought Status. The City of Austin remained in Conservation Stage. There was a burn ban in place but no drought status in effect. Ms. Quarles reported that the water system was running smoothly and that well levels had dropped 9.1 ft. since the previous month, to a level of 99.8 ft. Byron Townsend reported to Mayor Quirk that there was no reason to worry until the well levels were at or below 300 ft.
7. Environmental: Charlie Burks reported that Dane Avery was unable to attend due to illness. Mr. Burks reported that PEC had been in the Village trimming but that they had assured Dane

Avery that no oaks would be trimmed unless they informed the Village and the oaks posed a danger to the public. Mr. Burks reported that work on the lot on Circle Dr was complete and that the tree trimming company had taken care of the broken limb on the tree near the cemetery at no charge. Inclement weather continued to impede progress on raising the gazebo in the north park but Mr. Burks reported that he would call for volunteers as soon as weather and scheduling permitted.

H. ADJOURNMENT

Elaine Voeltz moved to adjourn the meeting; Charlie Burks seconded; meeting adjourned at 8:11 p.m.