

THE VILLAGE OF SAN LEANNA
MINUTES
Special Board of Aldermen Public Meeting
Tuesday, February 6, 2018
6:30 p.m. – Community Center – 11906 Sleepy Hollow

A. MEETING CALLED TO ORDER

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

Mayor Molly Quirk arrived at 6:38 pm.

B. ITEMS SCHEDULED FOR ACTION

1. Representatives from Southwest Engineers gave a brief introduction of company history and company information as well as introductions of the engineers who would be primary contacts for the Village of San Leanna, noting that Southwest Engineers was local to the area and, between their two offices, specialized in water, roads, land development, and drainage projects. Council members inquired about several different areas of interest.

Southwest Engineers stated that they had experience in design and construction as well as rehabilitation of roads, adding that they have been successful in securing grant funds for road work in the past as well. Representatives touched on their experiences working with established communities assessing drainage issues as well as building subdivisions from scratch.

Southwest Engineers reported that they had a good working relationship with the City of Austin and Travis County and that they were acquainted with the Village's former engineer as well; noting later in the meeting that it was likely that the Village's former engineer would share old plans with Southwest Engineers upon request.

Representatives assured the council that the "small scale" nature of the Village's projects was not an issue and that they considered San Leanna part of their own community, further expressing that they were happy to look at previously drawn up plans and to help prioritize smaller projects for the best, most cost-effective results.

Southwest Engineers stated that they had experience with alternative (non-channeling) drainage techniques and with doing road rehab and repair as well as mixing the two to save money for the client wherever it was possible.

Southwest Engineers stated that they do not perform inspections on their engineering projects and that, while they were willing to explore different billing methods such as a percentage-based fee, billing on a per job basis was their typical practice.

When asked about watershed studies and mapping, Southwest Engineers noted that the City of Austin had excellent topography maps of Slaughter Creek and Onion Creek readily available and that creating a watershed map for the Village would be a relatively easy and quick task.

Southwest Engineers noted experience with establishing comprehensive drainage plans for communities with limited budgets and stated that, while most communities do some amount of small scale retention, Southwest Engineers tries to weigh the necessity of retention and whether it is an effective solution for each individual community.

Southwest Engineers stated that, if selected by the Village, their first step would be to create a watershed map followed by driving around the Village and looking at known problems while also looking for larger issues that might be unknown to the Village and might also be causing numerous, smaller issues.

When asked about how the firm determines how much engineering services will cost, Southwest Engineers stated that they do their best not to charge for time spent considering and looking into a project, adding that they are happy to look into an issue without a fee commitment until it's determined that work would need to be planned and performed. A comprehensive plan for the Village, representatives added, would be about establishing a relationship rather than about charging for every hour spent looking at information regarding the Village.

Southwest Engineers expressed that they were willing to conduct the bidding process on behalf of the Village and noted that contractors are very busy in recent years and, while it can take longer to get bids on smaller projects, they are committed to getting issues taken care of as quickly as possible for their clients.

Council thanked Southwest Engineers for their time and the representatives left the meeting.

Council discussed the three engineering candidates – ATS Engineers, Inspectors, and Surveyors, Doucet & Associates, and Southwest Engineers – and how to move forward once an engineer was selected. Council decided to review meeting notes and meet again before the February 15th meeting to discuss the selection further before a vote.

H. ADJOURNMENT

Charlie Burks moved to adjourn the meeting; Elaine Voeltz seconded; meeting adjourned at 7:40 p.m.