

**THE VILLAGE OF SAN LEANNA
MINUTES**

Special Board of Aldermen Public Meeting
Monday January 15, 2018

6:00 p.m. – Community Center – 11906 Sleepy Hollow

A. MEETING CALLED TO ORDER

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

B. ITEMS SCHEDULED FOR ACTION

1. Representatives from ATS Engineers, Inspectors, and Surveyors gave a brief introduction of company history and information as well as introductions of the engineers who would be primary contacts for the Village, noting that ATS sub-contracts their engineering services out to Green Civil Design. Council members inquired about several different areas of interest.

Green Civil Design stated that, while many of their clients were larger than the Village of San Leanna, many of them share similar interests- including a couple of municipalities who shared similar budget constraints.

Green Civil Design suggested that the Village work on a larger, master plan and then pick and choose or prioritize parts and projects to work on as the budget allowed.

Green Civil Design stated that the firm did have experience dealing with drainage issues within established communities and went on to suggest using existing maps and studies by the City of Austin in considering the Village's watershed planning.

Green Civil Design indicated that the first step in the process would be to look at the issues that the Village was currently aware of and to prioritize any issue that posed a danger to life or property through flooding. The firm would then work with the Village to look at the big picture effects of smaller projects and use information gathered from council and residents to formulate a master plan. With a master plan in place, Green Civil Design would then work with the Village to make the best, most cost-effective selection of projects to tackle first. The firm reported that they often used landscaping companies for smaller projects to keep costs down for their clients and that detention – while a very useful and effective method – was not right for every community and would be considered based on what would be best for the Village of San Leanna.

Green Civil Design noted that, although they were familiar with some road preservation techniques and had experience with new road construction, they did not have experience with rebuilding or repairing existing roads.

Green Civil Design stated that they had experience securing loans from the Texas Water Development Board, noting that the choice between saving up for projects versus borrowing money to complete extensive amounts of work at once was really a personal choice for the Village; the firm offered no opinion on the matter.

Green Civil Design indicated that they would be willing to look at previously drawn up and quoted projects to offer ballpark estimates on what current rates might be for the Village.

Council thanked ATS for their time and briefly discussed the interview with ATS upon the firm's departure.

2. Representatives from Doucet & Associates gave a brief introduction of the company history and information as well as introductions of the engineers who would be primary contacts for the Village, noting extensive experience in areas such as storm water, roads, drainage, and erosion. Council members inquired about several different areas of interest

Doucet & Associates stated that the firm was considered to be very responsive and know to do good work for a fair price, adding that the firm also had experience securing grants for clients and kept grant writers on staff. Doucet & Associates reported working closely with the City of Austin and having experience with many "on call" projects as issues for the City arose.

When asked about the size of the Village's projects in relation to those that Doucet & Associates typically handle, the firm stated that it tended to look at the collection of projects rather than individual projects adding that they do have experience with small projects. Doucet & Associates did warn that, in past experience, contractors had a tendency to ignore or hike up prices for smaller projects.

When formulating a master plan, Doucet & Associates stated that they looked that the area in two different categories: major systems with should be able to handle a 25 or sometimes 100 year flood and minor systems which should be able to handle a 10 year flood. Doucet & Associates indicated that the Village would want to provide more protection in major systems and that, with a smaller budget, some level of flood risk in minor systems (such as water on roads during a major rain event) might not be preventable. After assessing the major system's issues, Doucet & Associates reported that they would take real-life photos of flooding and real-life conversations with residents about the flooding into account when formulating the master plan.

Doucet & Associates added that a master plan is not required but that the process of ordering and organizing projects and then tackling them would allow the Village to make more informed and cost-effective decisions. The firm further noted the importance of looking at the whole watershed picture to tackle even a small project.

Doucet & Associates reported having experience with both major road reconstruction and assessing drainage and road construction at the same time.

Doucet & Associates reported having flood plain administrators and individuals who work with road preservation material on staff. Doucet & Associates stated that they would be willing to go out for bids on projects on behalf of the Village and that they were able to bill hourly or by percentage of the job total.

Council thanked Doucet & Associates for their time and, upon the firm's departure, briefly discussed the interview with Doucet & Associates and broad topics regarding drainage in the Village of San Leanna

H. ADJOURNMENT

Elaine Voeltz moved to adjourn the meeting; Charlie Burks seconded; meeting adjourned at 7:08 p.m.