

**THE VILLAGE OF SAN LEANNA  
MINUTES**

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

**A. MEETING CALLED TO ORDER**

Present: Molly Quirk, Helen Rockenbaugh, Elaine Voeltz, Danny Villarreal, Barbara Quarles

Charlie Burks was absent.

Danny Villarreal moved to approve minutes of Regular B of A Meeting on October 18, 2018; Elaine Voeltz seconded; motion carried with a vote of 4 in favor – 0 opposed.

Elaine Voeltz moved to approve minutes of Special B of A Meeting on November 1, 2018 with a correction to the heading; Barbara Quarles seconded; motion carried with a vote of 4 in favor – 0 opposed.

**B. CITIZENS' COMMUNICATION**

Dane Avery reported that the trenching project was complete and that it had been a quiet month in the Village pertaining to tree trimming and work by Pedernales Electric Co-op.

**C. PUBLIC HEARING**

1. Council heard information concerning the request for a variance to Zoning Ordinance No. 13-001 allowing the placement of a deck within 10 feet of a property line at 505 Leanna Woods Cove. Due to the odd shape of the lot, the placement of the home and septic system on the lot, and the existing concrete slab within the easement – which had an 18” drop off to the ground, the Zoning Committee recommended that council approve the variance at 505 Leanna Oaks Loop; adding that the placement of the structure in the easement would be done at the homeowner’s own risk of financial loss should any utilities need to come through the easement.

Linda Barrett noted that, if the variance was approved, the structure would be subject to the inspection process.

Mayor Quirk resumed the regular meeting.

**D. ITEMS SCHEDULED FOR ACTION**

1. Helen Rockenbaugh moved to approve the variance to Zoning Ordinance No. 13-001 allowing the placement of a deck within 10 feet of a property line at 505 Leanna Woods Cove; Danny Villarreal seconded; motion carried with a vote of 4 in favor – 0 opposed.

2. Rebecca Howe updated council regarding the Nuisance Complaint at 527 Leanna Oaks Loop. Ms. Howe sent a final notice on November 7<sup>th</sup>, to which the resident had not responded. Danny Villarreal moved to issue a citation to the resident and move forward with necessary steps suggested by the Village attorney; Helen Rockenbaugh seconded; motion carried with a vote of 4 in favor – 0 opposed.
3. Elaine Voeltz asked for clarification on the Fund Balances page of the financial report and Ms. Howe explained the budget reserve and unallocated available fund category. Helen Rockenbaugh moved to approve the financial report for October 2018; Elaine Voeltz seconded; motion carried with a vote of 4 in favor - 0 opposed.
4. Elaine Voeltz moved to cancel the December 2018 Board of Aldermen meeting; Danny Villarreal seconded; motion carried with a vote of 4 in favor – 0 opposed.

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

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

1. Mayor's Report: Mayor Quirk thanked council and staff for hard work throughout the year. Mayor Quirk requested that Rebecca Howe update the Capital Metro list to include Danny Villarreal.

Linda Barrett reported that a Certificate of Occupancy had been issued for 11505 Ridge Dr with active permits remaining in place at 504 Leanna Oaks Loop, 11600 Circle Dr, 11410 Circle Dr, 612 Old Manchaca, and 820 Indian Trail Rd. There was a brief discussion of septic system requirements for the creek-side lots on River Oaks.

2. Administrative: Village Administrator, Rebecca Howe, gave an update on the proposed Meritage Homes development to the west of the Village, noting that the most recent application had been denied. Ms. Howe stated that she would be attending the Election Law seminar later in November and working on the audit box.

Rebecca Howe updated the council on the status of the drainage projects with Southwest Engineers. Southwest Engineers had a misunderstanding regarding authorization to begin bidding and had reported to Ms. Howe that they would be getting the projects going.

3. Roads: Danny Villarreal reported on the state of the roads, noting that he was working on a document showing all needed patching and road work through the Village. Elaine Voeltz mentioned that, in the past, there had been a list of streets ranked by condition that might be helpful if it could be found.
4. Public Affairs: Helen Rockenbaugh reported that the Village would be working with the Manchaca Fire Station on the Pancakes with Santa event in December. Mrs. Rockenbaugh reported that the Fall Fest expenses came in right around \$4.06 per person and that the seedlings from Tree Folks were a hit at Fall Fest.
5. Public Safety: Elaine Voeltz reported a very quiet month the in Village of San Leanna and that the light at Ridge and Chapel had been replaced.

Helen Rockenbaugh requested that the Administrator request that the cemetery do something about trash pick-up.

6. Water: Barbara Quarles reported on the drought status and the status of the water system. The Aquifer District was in Stage 1/No Drought Status with a voluntary 10% conservation period in place. The City of Austin was in Conservation Stage. Ms. Quarles reported that the water system was running smoothly and that well levels had risen 25.6 ft. since the previous month, to a level of 60.8 ft.

Byron Townsend reported on the Austin Water Boil Notice, stating that he shut down water flow from the City of Austin before the water quality was in question.

7. Environmental: Charlie Burks was not present to report on Environmental Affairs. Ms. Howe reported that the Tree Committee would be working on revisions to the Tree Ordinance and compiling an updated job description for Dane Avery.

#### **ITEMS SCHEDULED FOR ACTION (cont'd)**

2. Council revisited the issue of the Nuisance Complaint at 527 Leanna Oaks Loop as the resident involved had arrived during the council reports. The resident, Heather Murphy, reported that she had run into some delays with the camper and was trying to have it moved off her property as soon as possible. After some discussion regarding timelines and expectations, Ms. Murphy assured council that she would be able to have the exterior of the camper cleaned up by November 21<sup>st</sup> and to have the camper removed from her property by December 15<sup>th</sup>.

Danny Villarreal moved to rescind the previous motion to issue a citation to the resident and move forward with necessary steps suggested by the Village attorney; Helen Rockenbaugh seconded; motion carried with a vote of 4 in favor – 0 opposed.

Helen Rockenbaugh moved to issue a citation to the resident and move forward with necessary steps suggested by the Village attorney if the exterior of the camper cleaned up by November 21<sup>st</sup> and the camper was not removed from the property by December 15<sup>th</sup>; Elaine Voeltz seconded; motion carried with a vote of 4 in favor – 0 opposed.

#### **F. ADJOURNMENT**

Danny Villarreal moved to adjourn the meeting; Elaine Voeltz seconded; meeting adjourned at 8:03 p.m.