

**THE VILLAGE OF SAN LEANNA  
MINUTES**

Regular Board of Aldermen Public Meeting & Public Hearing  
Thursday, October 18, 2018  
7:00 p.m. – Community Center – 11906 Sleepy Hollow

**A. MEETING CALLED TO ORDER**

Present: Charlie Burks, Helen Rockenbaugh, Elaine Voeltz, Danny Villarreal, Barbara Quarles

Mayor Molly Quirk reported that she would be arriving late.

Elaine Voeltz moved to approve minutes of Regular B of A Meeting on September 20, 2018; Barbara Quarles seconded; motion carried with a vote of 5 in favor – 0 opposed.

**B. CITIZENS' COMMUNICATION**

**C. PUBLIC HEARING I**

Public Hearing I was cancelled due to cancellation of the Public Hearing of the Zoning Committee.

**D. PUBLIC HEARING II**

Public Hearing II was cancelled due to cancellation of the Public Hearing of the Zoning Committee.

**E. PUBLIC HEARING III**

Public Hearing III was cancelled due to cancellation of the Public Hearing of the Zoning Committee.

**D. ITEMS SCHEDULED FOR ACTION**

1. No action was taken regarding the request for a variance to Zoning Ordinance No. 13-001 to allow concessions to north (front) and east (side) setback requirements for a new single-family dwelling at 713 River Oaks Dr.
2. No action was taken regarding the request for a variance to Zoning Ordinance No. 13-001 to allow placement of a permanent accessory building within 10 feet of a property line at 504 W. FM 1626.
3. No action was taken regarding the request for a variance to Zoning Ordinance No. 13-001 to permit construction of a third permanent accessory building at 504 W. FM 1626.

4. No action was taken regarding the request for a variance to Zoning Ordinance No. 13-001 to allow the placement of a deck within 10 feet of a property line at 504 Leanna Woods Cove.
5. Helen Rockenbaugh moved to appoint Donald Nyland and Elizabeth Hinson to the Zoning Committee; Elaine Voeltz seconded; motion carried with a vote of 5 in favor – 0 opposed.
6. No action was taken regarding the appointment of a new Zoning Committee chairperson.
7. Mayor Molly Quirk arrived to the meeting.

Rebecca Howe reported to council that she had been in contact with the property owner at 527 Leanna Oaks Loop and had been able to look inside the camper located on the property. Ms. Howe reported that the interior of the camper had been renovated and updated, nearly to completion, but that the exterior had not changed and that the property owner had not followed up with a formal timeline for removal despite multiple requests. Charlie Burks moved to request that the Village Attorney send the property owner a final notice regarding the Nuisance Complaint at 527 Leanna Oaks Loop; Barbara Quarles seconded; motion carried with a vote of 5 in favor – 0 opposed.

8. Charlie Burks moved to appoint Molly Quirk as the Village of San Leanna's representative to the Capital Area Council of Governments General Assembly; Danny Villarreal seconded; motion carried with a vote of 5 in favor – 0 opposed.
9. Council discussed the pros and cons to the use of the Community Center for community sponsored events, citing particular concern with how the Village would separate the office space and equipment from the event goers. Charlie Burks expressed that he wouldn't be opposed to holding community events in the Community Center if there was a plan in place for managing the space; others agreed. Danny Villarreal moved to discontinue use of the Community Center for community sponsored events; Barbara Quarles seconded; motion carried with a vote of 4 in favor – 1 opposed.
10. After a brief discussion of the event details and registration fees, Charlie Burks moved to send City Administrator, Rebecca Howe, to the Secretary of State's Annual Election Law Seminar for Cities, Schools & Other Political Subdivisions; Elaine Voeltz seconded; motion carried with a vote of 5 in favor - 0 opposed.
11. Elaine Voeltz moved to designate Hays Free Press as the official newspaper for publication of required notices; Charlie Burks seconded; motion carried with a vote of 5 in favor – 0 opposed. The Hays Free Press was designated as the official newspaper for publication of required notices by Resolution No. R18-006.
12. Elaine Voeltz inquired about the totals for Mow/Trim/Maintenance and Road Maintenance categories on the September 2018 financial report and Rebecca explained that the expenses recorded were for Oak Wilt trimming and the refund from Travis County for the crack seal and repair. Ms. Howe reviewed the end of year numbers on the balance page of the financial report and Mayor Quirk mentioned that checks had been issued to refund water account deposits found to be previously recorded incorrectly. Danny Villarreal moved to approve the financial report for September 2018; Barbara Quarles seconded; motion carried with a vote of 5 in favor - 0 opposed.

## **E. ITEMS FOR DISCUSSION**

## **F. REPORTS AND INFORMATION**

1. Mayor's Report: Mayor Quirk reported that she had not attended any conferences or symposiums but had been involved with a lot of correspondence regarding flooding in the Austin area.

Linda Barrett was not present to report on zoning matters. There was a brief discussion regarding plans to call a Special Meeting to review postponed variance requests

2. Administrative: Village Administrator, Rebecca Howe, gave an update on the proposed Meritage Homes development to the west of the Village. Ms. Howe reported on the status of the applications submitted by the development, noting that more had been denied than approved. Ms. Howe stated that she would keep an eye on the progress of the development.

Rebecca Howe reported that the CDBG Program had begun taking applications for the home repair program, the Tree Committee would be meeting during the following weekend, and that she would be picking up the 100 seedlings from Tree Folks the following day for the Village tree giveaway.

There was a brief discussion of options concerning the annual audit versus a financial review. Ms. Howe stated that she would be doing a lot of work on the audit box in the coming month.

3. Roads: Danny Villarreal reported on the state of the roads, noting standing water at the end of Indian Tree Trail and a few other spots of concern. Mr. Villarreal stated that he would be working on rating the problem areas in order of priority to aid in planning and that the Village had received a refund from Travis County for the crack sealing project.
4. Public Affairs: Helen Rockenbaugh expressed concern about the weather and state of the park for Fall Fest. Council discussed the possibility of using the fire station as a back-up.
5. Public Safety: Elaine Voeltz reported a burglary on Tunnel Trail and an assault on Leanna Oaks Loop. Mrs. Voeltz reported a low turn-out for National Night Out and that it was a fun time nonetheless.

Mrs. Voeltz reported that the new customizable signs worked well for National Night Out. Charlie Burks reminded council that there was a storage shed in the main well area available to store the signs.

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 24.5 ft. since the previous month, to a level of 86.4 ft.
7. Environmental: Charlie Burks reported a quiet month in the environmental department and inquired about the process for installing water and electricity at the park. Byron Townsend

suggested comparing prices between installing a new water tap on Ridge Dr or running a line from the existing tap on Sunset Dr.

**F. ADJOURNMENT**

Charlie Burks moved to adjourn the meeting; Danny Villarreal seconded; meeting adjourned at 8:05 p.m.