

**THE VILLAGE OF SAN LEANNA  
MINUTES**

Regular Board of Aldermen Public Meeting & Public Hearing  
Thursday, September 20, 2018  
7:00 p.m. – Community Center – 11906 Sleepy Hollow

**A. MEETING CALLED TO ORDER**

Present: Molly Quirk, Helen Rockenbaugh, Elaine Voeltz, Barbara Quarles.

Charlie Burks and Danny Villarreal were absent.

There was one typographical correction to the minutes from August 16, 2018, changing “San Antonion” to “San Antonio”.

Helen Rockenbaugh moved to approve minutes of Regular B of A Meeting on August 16, 2018; Barbara Quarles seconded; motion carried with a vote of 3 in favor – 0 opposed.

**B. CITIZENS’ COMMUNICATION**

**C. PUBLIC HEARING**

1. Mayor Quirk opened the public hearing and council briefly discussed the proposed budget for FY 2018-2019. Mayor Quirk relayed a message from Charlie Burks expressing that he would like the Environmental Maintenance fund to be increased by \$4000-5000 to allow cushion for park improvements in case of future tree related issues such as the oak wilt trenching.
2. Mayor Quirk stated that the proposed property tax rate of \$0.2498 per \$100 valuation for FY 2018-2019 remains the same as last year but would increase the Village tax revenue due to increased property values.
3. There were no citizen comments. Mayor Quirk resumed the regular meeting.

**D. ITEMS SCHEDULED FOR ACTION**

1. Elaine Voeltz moved to approve the financial report for August 2018; Barbara Quarles seconded; motion carried with a vote of 3 in favor – 0 opposed.
2. City Administrator, Rebecca Howe, explained the amendments to the 2017-2018 budget. Elaine Voeltz moved by special motion to adopt the amended budget for FY 2017-2018; Barbara Quarles seconded; motion carried with a vote of 3 in favor – 0 opposed. The amended budget was adopted by Resolution No. R18-004
3. Helen Rockebaugh moved to increase the budget for Environmental Maintenance from \$14,000 to \$19,000; Elaine Voeltz seconded; motion carried with a vote of 3 in favor – 0 opposed.

Helen Rockebaugh moved to increase the budget for Arborist from \$12,000 to \$13,000; Elaine Voeltz seconded; motion carried with a vote of 3 in favor – 0 opposed.

Elaine Voeltz moved to increase the budget for Public Affairs from \$2,000 to \$2600; Barbara Quarles seconded; motion carried with a vote of 3 in favor – 0 opposed.

The category for Transfer from Reserve was updated to reflect changes to the budget.

Helen Rockenbaugh moved to adopt budget for FY 2018-2019 with changes aforementioned; Elaine Voeltz seconded; motion carried with a vote of 3 in favor – 0 opposed.

4. Helen Rockebaugh moved by special motion to adopt the proposed property tax rate of \$0.2498 per \$100 valuation for FY 2017-2018, which will maintain property taxes at the same rate as last year; Elaine Voeltz seconded; motion carried with a record vote of 3 in favor – 0 opposed. The property tax rate was adopted by Resolution No. R18-005.
5. Council discussed the conditions surrounding the nuisance complaint at 527 Leanna Oaks Loop, citing that they observed the same conditions outlined in the letter of complaint; including cardboard covered windows, fiberglass insulation, rusty metal, sewer pipes and cardboard falling from the undercarriage, plastic floating on the top of the roof, and garbage/debris scattered about the outside of the trailer and driveway. Elaine Voeltz moved to deem the camper located at 527 Leanna Oaks a nuisance to neighboring properties and to send a letter to the property owner at 527 Leanna Oaks requesting that the property owner remove the camper from the property or furnish a plan for removal within 15 days; Barbara Quarles seconded; motion carried with a vote of 3 in favor - 0 opposed.
6. Council discussed the drainage easements in place in San Leanna Oaks Subdivision, per the subdivision plat, and the full cost of the project. Helen Rockenbaugh moved to approve the drainage improvement plan and opinion of probable costs from Southwest Engineers regarding drainage channels on Old Manchaca Road and Leanna Oaks Loop; Elaine Voeltz seconded; motion carried with a vote of 3 in favor - 0 opposed.
7. Elaine Voeltz moved to appoint Rebecca Howe as an authorized representative of the Village of San Leanna for Quickbooks Online Payments; Barbara Quarles seconded; motion carried with a vote of 3 in favor - 0 opposed.
8. Council discussed the pros and cons of using the Community Center for Village sponsored events. Council decided to wait to take a vote until all members of council could be present at the October meeting, at which time there would be action to either allow Village sponsored events to be held at the Community Center or designate the building a different municipal use. Elaine Voeltz moved to table discussion of the use of the Community Center for community events until the following meeting; Helen Rockenbaugh seconded; motion carried with a vote of 3 in favor - 0 opposed.

### **C. ITEMS FOR DISCUSSION**

#### **D. 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 oak wilt suppression trenching and PEC tree trimming.

Linda Barrett requested that the requests for variances to the Zoning Ordinance be addressed as soon as possible. Mrs. Barrett reported on new building permits at 11410 Circle Dr and 11600 Circle Dr. and on existing permits at 820 Indian Tree Trl. and 612 Old Manchaca Rd.

2. Administrative: Village Administrator, Rebecca Howe, reported that she had been working for the most part on oak wilt suppression trenching project and that the project had been completed. Rebecca Howe also reported that she met with representatives from PEC regarding the tree trimming done within the Village to clear power lines, noting that a lack of communication and the prolonged timing since the last power line clean-up caused a lot of complaints from residents. Ms. Howe stated that she and Dane Avery would work more closely with PEC in the future.
3. Roads: Danny Villarreal was not present to report on roads.
4. Public Affairs: Helen Rockenbaugh reported that the newsletter went out and that Fall Fest would be scheduled for October 27<sup>th</sup>. Mrs. Rockenbaugh expressed concern that, if the trees to be donated to the Village of San Leanna by Tree Folks were ready in time, the trees may have to be passed out from the Community Center if weather caused Fall Fest to be cancelled.
5. Public Safety: Elaine Voeltz reported on one incident of theft at 11913 Bluebonnet Ln. Mrs. Voeltz reported that National Night Out would be held October 2<sup>nd</sup> at the Fire Department and requested that a mailer be sent out. Helen Rockenbaugh stated that she would bring the letters for the customizable signs to be used for National Night Out.

Linda Barrett added that there was a meeting regarding the Austin Mobility Bond on September 27<sup>th</sup>.

6. Water: Barbara Quarles reported on the drought status and the status of the water system. The Aquifer District was in Stage 2 Drought Status with no burn ban in place. The City of Austin was in Drought Response Stage 1. The water system was reportedly running smoothly and well levels were at a level of 110.9ft.
7. Environmental: Charlie Burks was not present to report on Environmental Affairs.

#### **F. ADJOURNMENT**

Elaine Voeltz moved to adjourn the meeting; Helen Rockenbaugh seconded; meeting adjourned at 8:29 p.m.