

**THE VILLAGE OF SAN LEANNA  
MINUTES**

Special Board of Aldermen Public Meeting  
Wednesday, May 15, 2019

7:00 p.m. – Community Center – 11906 Sleepy Hollow

**A. MEETING CALLED TO ORDER**

Present: Molly Quirk, Helen Rockenbaugh, Elaine Voeltz, Charlie Burks, Danny Villarreal, Mary Wright

Elaine Voeltz moved to approve minutes of Regular B of A Meeting on March 21, 2019; Danny Villarreal seconded; motion carried with a vote of 5 in favor – 0 opposed.

**B. CITIZENS' COMMUNICATION**

1. Dane Avery was not present due to the date change of the meeting. Charlie Burks reported a quiet month for trees in the Village of San Leanna.

**C. ITEMS SCHEDULED FOR ACTION**

1. Election Judge, Jim Payne, thanks all of the volunteers in the May 4<sup>th</sup> General Election and reported on the election results. Mr. Payne reported that 47 votes were cast including one provisional ballot that was not counted. The results were as follows: for Mayor, Molly Quirk received 37 votes; for the alderperson positions, Becky Mullan received 30 votes, Sheri Steinmetz received 13 votes, Jay Nolan received 20 votes, and Mary Wright received 27 votes. Helen Rockenbaugh moved to accept the election results as read by Jim Payne; Charlie Burks seconded; motion carried with a vote of 5 in favor – 0 opposed.
2. Council discussed the status of road funding for the Village of San Leanna from Capital Metro through the Build Central Texas program. The Village of San Leanna received notification from Capital Metro at the beginning of 2019 that Village funding for 2018-2019 would be \$0 due to reallocations of funds based on sales tax contributions made by San Leanna and other participating small cities. Council received a letter from concerned citizens requesting action to follow up and appeal for reconsideration. After some discussion regarding options, Charlie Burks moved to send a letter from council to the Capital Metro board requesting a further explanation of the process used to determine funding allocations as well as an appeal to reconsider the funding allocations for the Village of San Leanna; Elaine Voeltz seconded; motion carried with a vote of 5 in favor – 0 opposed.
3. Danny Villarreal reported that he was still waiting on a quote for road repair from Travis County.

Council discussed whether or not to place speed humps on Sunset Dr but decided to table any action until further information was available.

Helen Rockenbaugh moved to authorize Danny Villarreal to move forward with any quote for pothole filling and crack sealing through Travis County up to \$14000; Charlie Burks seconded; motion carried with a vote of 5 in favor - 0 opposed.

4. Charlie Burks moved to send the home owner of 504 FM 1626 a certified letter requesting that they meet with the Zoning Administrator with a plan of action regarding unpermitted construction with multiple violations of Zoning Ordinance No. 13-001 within 14 days; Danny Villarreal seconded; motion carried with a vote of 5 in favor - 0 opposed.
5. Charlie Burks moved to approve the April 2019 financial report; Elaine Voeltz seconded; motion carried with a vote of 5 in favor – 0 opposed.

#### **D. ITEMS FOR DISCUSSION**

1. Linda Barrett, Zoning Administrator, addressed the new driveway permit application and it was determined that it would be included through Zoning in new home building packets and available from the City Administrator for driveways that were not part of a new home build.

Mrs. Barrett also addressed the need for a more specification in the Zoning Ordinance regarding accessory buildings because the requirements at the time called for the same treatment of a small shed as that of a full guesthouse and for an amendment regarding solar panels. There was a brief discussion of having the current inspection company, ATS Engineers, Inspectors, and Surveyors, come to a council meeting to address concerns and expectations of the Village.

Mayor Quirk discussed forming a small committee to assist in drafting zoning amendments and also touched on discussing compensation for the Zoning Administrator position in the following months.

#### **E. REPORTS AND INFORMATION**

1. Mayor's Report: Mayor Quirk reported on a few bills in the Texas House pertaining to lobbying rights that would affect small cities in Texas. Mayor Quirk reported that she would be traveling to Canada for a symposium over the summer.

Linda Barrett reported on two new permits issued for new home builds at 11903 and 11907 Sleepy Hollow and existing building permits in place at 501 Hacienda, 504 Leanna Oaks Loop, 11306 Circle Dr, and 11410 Circle Dr.

2. Administrative: Village Administrator, Rebecca Howe, reported that she had a bus month preparing for the election. Ms Howe also stated that she was still in the process of arranging a municipal court and she reported on the ongoing issue of loose dogs on the south side of FM 1626. Council discussed having a pet event to raise awareness of Village pet regulations.
3. Roads: Danny Villarreal stated that most of what he needed to report had been covered under the action item regarding roads and there was a brief discussion of the status of drainage projects lined up with DNZ Landscaping.

4. Public Affairs: Helen Rockenbaugh reported on the plans for the upcoming Spring Fling event and the questionable weather forecast noting that the Fire Station would not be available as back up that day. Charlie Burks stated that he had reached out to the landscapers about mowing the park before the event.
5. Public Safety: Mayor Quirk thanked Elaine Voeltz for her years of service to the Village as she was retiring from the Board of Aldermen. Elaine Voeltz reported the passing of a long-time resident. It had been an otherwise quiet month in the Village of San Leanna.
6. Water: Mary Wright 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. Mary Wright reported that the water system was running smoothly and that well levels had fallen 3.7 ft. since the previous month, to a level of 40.6 ft. Mrs. Wright reported that the service pump was back in service as of that Friday.
7. Environmental: Charlie Burks reported that he would be continuing to work on the park and would be purchasing some new benches and picnic benches. Mr. Burks also inquired about the status of the Tree Committee and the front garden beds at the Community Center.

There was a brief discussion regarding potential improvements for both the north and south side parks. Jim Payne mentioned community interest in improvements to the south side park and Rebecca Howe mentioned renewed interest from the community in playground equipment.

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

6. City Administrator, Rebecca Howe, read the Statement of Elected Officials and the Oath of Office for the instatement of Molly Quirk as Mayor, and of Becky Mullan and Mary Wright as Alderpersons. Molly Quirk, Becky Mullan, and Mary Wright affirmed and signed both the Statement of Elected Officials and the Oath of Office.

#### **G. ADJOURNMENT**

Becky Mullan moved to adjourn the meeting; Danny Villarreal seconded; meeting adjourned at 8:34 p.m.