

**THE VILLAGE OF SAN LEANNA
MINUTES**

Regular Board of Aldermen Public Meeting

Thursday, June 17, 2021

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

A. MEETING CALLED TO ORDER

Present: Molly Quirk, Helen Rockenbaugh, Christa Gregg, Danny Villarreal, Mary Wright.

Charlie Burks was not present.

Helen Rockenbaugh moved to approve minutes of Regular B of A Meeting on May 20, 2021 as written; seconded; Danny Villarreal motion carried with a vote of 4 in favor – 0 opposed.

B. CITIZENS' COMMUNICATION

1. Dan LaFleur addressed the council to express his gratitude for the village-wide shredding event held on June 5, 2021.

C. ITEMS SCHEDULED FOR ACTION

1. Christa Gregg moved to nominate Danny Villarreal as Mayor Pro Tem; Helen Rockenbaugh seconded; motion carried with a vote of 4 in favor – 0 opposed. Danny Villarreal was installed as Mayor Pro Tem. Helen Rockenbaugh thanked Charlie Burks for years of service in the position.
2. Danny Villarreal moved to table action on the Old Manchaca Road Project as documents were not ready from the engineer; Christa Gregg seconded; motion carried with a vote of 4 in favor – 0 opposed.
3. Council discussed a metal carport and a large metal crate placed in the back yard of 11903 Sleepy Hollow Dr noting that no permit had been issued for either structure and there was question as to how far the structures were from the rear property line. Danny Villarreal moved to send letters of notice pertaining to both unpermitted structures at 11903 Sleepy Hollow Dr requiring that the property owner obtain permits and inspections on the structures; Christa Gregg seconded; motion carried with a vote of 4 in favor – 0 opposed.
4. Council discussed an instance of unpermitted trimming of oak trees on Leanna Woods Cove on May 26, 2021. Dane Avery addressed the council regarding his interaction with the tree trimming company and the inadequate oak wilt prevent measures that were taken, noting that cuts on the oak were not being painted as they were trimmed. Rebecca Howe reviewed details of the Village of San Leanna Tree Ordinance. Danny Villarreal moved to send notice to immediate neighbors to watch trees carefully for signs of illness and to issue a citation to the offending home owner on Leanna Woods Cove; Christa Gregg seconded; motion carried with a vote of 4 in favor – 0 opposed.
5. Council discussed potential rules for both north (Jim Payne Park) and south Village of San Leanna parks. Rebecca Howe stated that she would compile recommended rules into an ordinance for the next meeting.

Danny Villarreal moved to table action to adopt and post park rules at both north (Jim Payne Park) and south Village of San Leanna parks; Christa Gregg seconded; motion carried with a vote of 4 in favor – 0 opposed.

6. Council discussed options for the design and placement of Village of San Leanna signs for the Village's 50th Anniversary. Helen Rockenbaugh moved to place a sign similar to the sign at Jim Payne Park in the triangular Village right of way at FM 1626 and Old Manchaca Rd and to reach out to the Texas Department of Transportation about the City Pride sign; Danny Villarreal seconded; motion carried with a vote of 4 in favor – 0 opposed.
7. Danny Villarreal moved to adopt adoption of amended budget for FY 2020-2021, by Resolution 21-002; Christa Gregg seconded; motion carried with a vote of 4 in favor – 0 opposed.
8. Danny Villarreal moved to approve the May 2021 financial report; Helen Rockenbaugh seconded; motion carried with a vote of 4 in favor – 0 opposed.

D. ITEMS FOR DISCUSSION

1. Council discussed drainage concerns received from residents during the heavy rain events in the preceding weeks. Mayor Quirk requested that they be added to the list of drainage projects to be considered for the coming budget cycle.
2. Rebecca Howe explained the upcoming Hazard Mitigation Update with Travis County. The Village of San Leanna is required to update the plan every 5 years and had historically worked with the Lower Colorado River Authority to enact a plan according the FEMA requirements. In 2021, Travis County took on the role of coordinating with small cities in the place of the Lower Colorado River Authority. Ms. Howe stated that there might be a fee associated with the update to cover a portion of the fee for the consultants working on the project.
3. Mayor Quirk called for council members to begin formulating budget plans and ideas for fiscal year 2021-2022. Council discussed funding options for large projects in the future.

E. REPORTS AND INFORMATION

1. Mayor's Report: Mayor Quirk reported on a few incidents in and around the Village of San Leanna that involved emergency response, including a person who was missing for a short time and found safe and an unrelated incident involving individuals who were not residents but had been stopped by the police at FM 1626 and Bluebonnet Ln. Council discussed development in the area and many noise complaints received from residents regarding a venue on FM 1626. Council requested that a letter be sent regarding the noise complaints received.

Linda Barrett reported on Zoning Ordinance updates and open building permits including new permits at 601 Redbud Trail and 512 River Oaks Dr as well as active permits 621 River Oaks Dr, 512 River Oaks, 500 River Oaks, 11500 Hunting Creek, and 504 Hacienda Dr. Council discussed open but inactive permits that might require further action to find resolutions.

2. Administrative: Rebecca Howe reported that she was finalizing the newsletter with Helen Rockenbaugh to be mailed to every home in San Leanna, adding that the CCR and TCEQ violation would be included in the newsletter. Ms. Howe also reported that she was still

awaiting letters from residents requesting annexation and that she would begin working on the budget cycle. Ms. Howe also informed council that long-time Village attorney, Monte Akers, would be retiring beginning July 1, 2021.

3. Roads: Danny Villarreal reported that signs that had been ordered were awaiting shipping, on backorder, and that Travis County was awaiting hot mix asphalt for the pothole filling and crack sealing work. Mayor Quirk inquired about ordering flags for some of the more frequently ignored stop signs in the Village.
4. Public Affairs: Helen Rockenbaugh reported that she had worked with Rebecca Howe on the newsletter and that the July 4th parade would take place on the morning of July 3rd at 9:30 am. Council discussed upcoming events at the fire station for Halloween and Christmas and Mrs. Rockenbaugh reported that there would most likely be a Trunk or Treat for the Village of San Leanna.
5. Public Safety: Christa Gregg discussed preparations and event options for National Night Out, noting that she would be looking into a block-party format over a centralized event.
6. Water: Mary Wright reported on the drought status and the status of the water system. The Aquifer District had declared a Stage 2 Alarm Stage Drought Status with a mandatory 20% conservation period in place. The City of Austin was in Conservation Stage. Mrs. Wright reported on current well levels.
7. Environmental: Charlie Burks was not present to report on parks and trees.

F. ADJOURNMENT

Danny Villarreal moved to adjourn the meeting; Helen Rockenbaugh seconded; meeting adjourned at 8:38 pm.