

**THE VILLAGE OF SAN LEANNA**  
**AGENDA**  
Regular Board of Aldermen Public Meeting  
Thursday, June 17, 2021  
7:00 p.m. – Community Center – 11906 Sleepy Hollow

**\*\*\* This meeting will be held IN-PERSON and streamed live on Zoom \*\*\***

**STREAMING/VIRTUAL PARTICIPATION DETAILS:**

Topic: Regular Meeting – Board of Aldermen – June 2021  
Time: June 17, 2021 7:00 PM Central Time

<a href="https://zoom.us/join">https://zoom.us/join</a> <b>Meeting number (access code): 569 550 2741</b> <b>Meeting password: 062021</b>	Dial in by phone: 408-418-9388 <b>Meeting number (access code): 569 550 2741</b> <b>Meeting password: 062021</b>
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**A. MEETING CALLED TO ORDER**

Roll call

Approval of minutes: Regular B of A Meeting ..... May 20, 2021

**B. CITIZENS' COMMUNICATION**

1. Citizen Communication

**C. ITEMS SCHEDULED FOR ACTION**

1. Installation of Mayor Pro Tem.
2. Discussion of updates and potential action pertaining to the Old Manchaca Road Project.
3. Consideration of action on potential Zoning Ordinance 13-001 violation at 11903 Sleepy Hollow Rd, regarding unpermitted structures in the rear utility easement of the property.
4. Discussion and possible action regarding unpermitted trimming of oaks at private residence on Leanna Woods Cove.
5. Discussion and potential action to adopt and post park rules at both north (Jim Payne Park) and south Village of San Leanna parks.
6. Discussion and potential action pertaining to the design and placement of Village of San Leanna signs for the Village's 50<sup>th</sup> Anniversary.
7. Consideration of adoption of amended budget for FY 2020-2021, by Resolution 21-002.
8. Review and approve financial report for May 2021.

**D. ITEMS FOR DISCUSSION**

1. Discussion of reported drainage issues for future prioritization.
2. Discussion of Hazard Mitigation Update Planning.
3. Discussion of preliminary proposals for the budget and tax rate for FY 2021-2022.

**E. REPORTS AND INFORMATION**

1. **Mayor's Report**..... Updates re: meeting/symposium attendance
2. **Zoning Report**..... Certificate of Occupancy:  
New building permits:  
Active Building permits:
3. **Administrative Report**... surveys/reports, administrative updates

- 4. **Roads**..... Current road maintenance needs, road improvement projects, street signs, speed humps
- 5. **Public Affairs**..... newsletter, Community events
- 6. **Public Safety**..... Neighborhood Watch, NNO, public safety information, street lights
- 7. **Water**..... Water system info, drought status, Burn Ban info
- 8. **Environmental**..... Tree Care Program, mowing/trimming, trash/recycling, burn piles, drainage info, flood prevention

**F. ADJOURNMENT**

**\*\* ALL ITEMS SPECIFICALLY MENTIONED SEPARATE FROM EXECUTIVE SESSION  
MAY HAVE ACTION TAKEN \*\***

The Board of Aldermen of the Village of San Leanna reserves the right to adjourn into executive session at any time to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development).

Posted\_\_\_\_\_ June 14, 2021

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Rebecca Howe, Village Administrator

**THE VILLAGE OF SAN LEANNA  
MINUTES**

Regular Board of Aldermen Public Meeting  
Thursday, May 20, 2021

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

**A. MEETING CALLED TO ORDER**

Present: Molly Quirk, Helen Rockenbaugh, Charlie Burks, Danny Villarreal.

Becky Mullan and Mary Wright were not present.

Danny Villarreal moved to approve minutes of Regular B of A Meeting on April 15, 2021 as written; seconded; Charlie Burks motion carried with a vote of 3 in favor – 0 opposed.

**B. CITIZENS' COMMUNICATION**

1. Village of San Leanna resident Pam Martin addressed council with issues regarding neighbors setting trash cans out several days in advance of trash day and an increase in mosquitos in the Village.
2. Village of San Leanna resident Taunya Dawson addressed council about potential water drainage issues as a result of their septic replacement and requested advice. Council advised the home owner to contact a landscape engineer or the septic designer for advice regarding necessary drainage measures.
3. Helen Rockenbaugh informed those present that Gilly, the miniature horse, had moved from San Leanna to a farm in Jarrell, TX to live with other animals. Also, two of Mark Hartley's sheep passed away and there was concern that they had been fed something that led to their illness and death. Mayor Quirk updated those present that the goat who previously lived on River Oaks Dr had also been relocated to the Dowell Ranch on FM 1626.

**C. ITEMS SCHEDULED FOR ACTION**

1. Don Allman, CPA, presented the audit report for FY 2019-2020, noting a net worth of \$1,791,091, with an increase in net assets of \$61,213 since the previous year.

Danny Villarreal moved to approve the audit report for FY 2019-2020; Helen Rockenbaugh seconded; motion carried with a vote of 3 in favor – 0 opposed.

2. Mayor Quirk postponed installment of elected officials because Mary Wright was on her way over to the Community Center.

Rebecca Howe updated council that she would be meeting with an engineer from Adurra the following Tuesday. Council discussed the status is the Old Manchaca Road project, engineering services, and future Capital Metro projects. No action was taken.

3. Mary Wright arrived to the Community Center and the newly elected officials were installed.

City Administrator, Rebecca Howe, read the Statement of Elected Officials and the Oath of Office for the instatement of Molly Quirk as Mayor as well as Mary Wright and Christa Gregg as Alderpersons. Molly Quirk, Mary Wright, and Christa Gregg swore to both the Statement of Elected Officials and the Oath of Office and were installed to their respective positions.

4. Charlie Burks moved to close the Health and Sanitation complaint at 11507 Sombrero based on the report provided by Austin Public Health citing that the items below the carport did not pose a health or sanitation risk, were not collecting water or harboring pests; Danny Villarreal seconded; motion carried with a vote of 5 in favor – 0 opposed.
5. Late fees on water accounts were suspended in 2020 in light of the COVID-19 pandemic. Danny Villarreal moved to reinstate late fees on all water accounts for future billing cycles; Christa Gregg seconded; motion carried with a vote of 5 in favor – 0 opposed.
6. Christa Gregg moved to approve the request from Onion Creek Memorial Park Cemetery to place a Memorial Day banner at the corner of FM 1626 and Old Manchaca Rd for the holiday; Danny Villarreal seconded; motion carried with a vote of 5 in favor – 0 opposed.
7. Charlie Burks moved to approve the April 2021 financial report; Danny Villarreal seconded; motion carried with a vote of 5 in favor – 0 opposed.

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

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

1. Mayor's Report: Mayor Quirk reported that Travis County was in Stage 2 status for COVID-19 and thanked Byron Townsend again, for the first time in person, for his work during the winter storm. Mayor Quirk also reported that she would be attending bi-monthly meetings with the County Commissioner and that there would be a brewery opening at San Leanna Dr and FM 1626, right outside Village of San Leanna city limits.

Linda Barrett reported on zoning permits including a completed permit at 609 Redbud, new permits at 621 River Oaks Dr, 504 Hacienda Dr, and 11911 Bluebonnet Ln, and existing permits at 500 River Oaks and 11500 Hunting Creek. Mrs. Barrett also reported that 3 lots on River Oaks Dr had just been purchased by a new owner.

2. Administrative: Rebecca Howe reported that she would be working on the CCR and working with Helen Rockenbaugh on a newsletter to be mailed to every home in San Leanna. Ms. Howe also reported that there would be a public notice released regarding a TCEQ violation due to an error on site numbers on lab forms.
3. Roads: Danny Villarreal reported that speedbumps were scheduled to be installed in the coming month and that Travis County TNR would be scheduled to fill cracks and potholes.
4. Public Affairs: Helen Rockenbaugh reported that the July 4<sup>th</sup> parade would take place on the morning of July 3<sup>rd</sup> and reported on updates on 50<sup>th</sup> anniversary party planning for September 18, 2021.

5. Public Safety: Christa Gregg discussed preparations and event options for National Night Out. There were reports of gunshots at Sombrero and FM 1626 and an unauthorized camper along the creek.
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 that well level was up 13.7 feet to 114.8. No burn ban was in effect. Mrs. Wright reported that Mr. Townsend was waiting for clear weather to pull the main pump and inspect it.
7. Environmental: Charlie Burks reported that the parks were being utilized and that there was a possibility of a BBQ grill being installed at Jim Payne Park.

#### **F. ADJOURNMENT**

Charlie Burks moved to adjourn the meeting; Danny Villarreal seconded; meeting adjourned at 8:14 pm.

## Relevant Tree Ordinance Excerpts

### SECTION 8. MAINTAINING AND PROTECTING TREES AND IDENTIFYING AND CONTROLLING OAK WILT ON PRIVATE PROPERTY

(2) As regards oak trees on private property *not infected* with oak wilt, the property owner is under no obligation to use a certified arborist or certified forester to trim, cut, or prune the trees; instead, the property owner has the option of:

- (a) hiring a tree trimming business or service to cut, trim, or prune the oak trees, which business or service shall comply with the requirements for tree trimmers in Section 17 of this Ordinance and with prevention measures for oak tree diseases described in the criteria in Section 8 of this Ordinance; or
- (b) cutting, trimming, or pruning the oak trees himself/herself, following the prevention measures for oak trees diseases described in Section 8 of this Ordinance, including prohibition during the months of February through June for cutting, trimming, or pruning an oak tree unless the tree is dead, is infected with oak wilt, has sustained storm damage, or a hazardous situation exists, and the Village Arborist determines that such work needs to be done on the tree.

### SECTION 17. TREE TRIMMERS

(a) A business or service that wants to cut, trim, or prune trees on public or private property within the Village must obtain a written permit from the Village in order to do a specific job. The permit form is hereby adopted by reference and is Attachment B to this ordinance.

(b) The Village Administrator will be available for issuing permits from Monday through Friday of each week and from 8:30a.m. until 5:00p.m. each day unless circumstances arise which make the Administrator unavailable on these days and at these times.

(c) The fee for a permit to a business or service shall be the option of \$10.00 per job or \$50.00 annually (fees adjusted from \$5.00 or \$40.00, respectively, November 18, 2010).

(d) A business or service making application for a permit shall show that it has current certificates of insurance, establishing that it is fully insured to cover liability for personal and property damage and worker compensation.

(e) A permit will not be issued during the months of February through June for cutting, trimming, or pruning an oak tree unless the tree is dead, is infected with oak wilt, has sustained storm damage, or a hazardous situation exists, and the Village Arborist determines that such work needs to be done on the tree.

(f) The Village is responsible for hiring the tree trimmer and for ensuring that the work is done properly and in accordance with the provisions of this Ordinance for trees located on public property. The Village Arborist is available for assistance as needed.

(g) For work performed on private property by a tree trimmer required to possess a permit, the property owner is responsible for hiring the tree trimmer and for ensuring that the work is done properly and in accordance with the provisions of this Ordinance. The Village Arborist is available for assistance as needed.

(h) At a minimum, the Village, in regard to public property, and the property owner, in regard to private property, shall ensure that:

- (1) the tree trimmer has a permit from the Village;
- (2) the tree trimmer has current certificates of insurance covering liability for personal and property damage and worker compensation; and
- (3) if the work involves trees infected with oak wilt, the tree trimmer is a certified arborist or forester.

All trimmers of oak trees, including freshly cut stumps and damaged surface roots, on public or private property within the Village shall

- (1) disinfect tree-trimming, cutting, and pruning equipment with an alcohol based disinfectant before and after doing the work; and
- (2) immediately seal a cut or wound with a latex or wound paint.

#### SECTION 18. VIOLATIONS, CRIMINAL PROSECUTION, AND CIVIL REMEDIES

(a) It shall be unlawful for a person:

- (1) to permit or maintain an oak tree infected with oak wilt, which is a public nuisance or which is a threat to the public health, safety, and general welfare of the Village; and
- (2) to violate any provision of this Ordinance.

(b) Any person violating any provision of this Ordinance shall, upon conviction, be fined a sum not exceeding \$500.00. Each day that a provision of this Ordinance is violated shall constitute a separate offense. A criminal offense under this Ordinance is a Class C misdemeanor.

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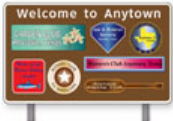
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# City Pride

Texas Department of Transportation > Business

TxDOT developed the City Pride Sign Program to give cities the opportunity to display the names and logos of their civic organizations along state highways without interfering with official highway signs.

**Note:** Click on the sign to see a larger image.



## Participation

Participation in the program is voluntary. When a city decides they want a City Pride Sign, they enter into a written agreement with TxDOT that determines the exact placement of the display as well as the construction and maintenance requirements.

## Sign Locations

State and federal laws limit where these types of civic organization signs can be placed. Signs are primarily designed for non-controlled access highways such as US or State highways, Farm and Ranch to Market roads, spurs and loops.

City Pride Signs are located along highway entrances to the city and are placed 300 to 800 feet from existing city limit signs. A sign may be placed on each highway entering the city.

For controlled access highways, such as Interstates, signs are placed on the frontage road.

## More Information

- Frequently Asked Questions (FAQs)
- Local Contacts

Signage
Texas Manual on Uniform Traffic Control Devices (TMUTCD)
City Pride Signs
Logo & Directional Signs
Traffic Planning Publications
Red Light Cameras
Traffic Planning Publications - Standard Highway Sign Designs for Texas

## Inside TxDOT

- Careers
- Get Involved
- Media Center
- Projects
- Forms & Publications
- Administration
- Districts
- Divisions



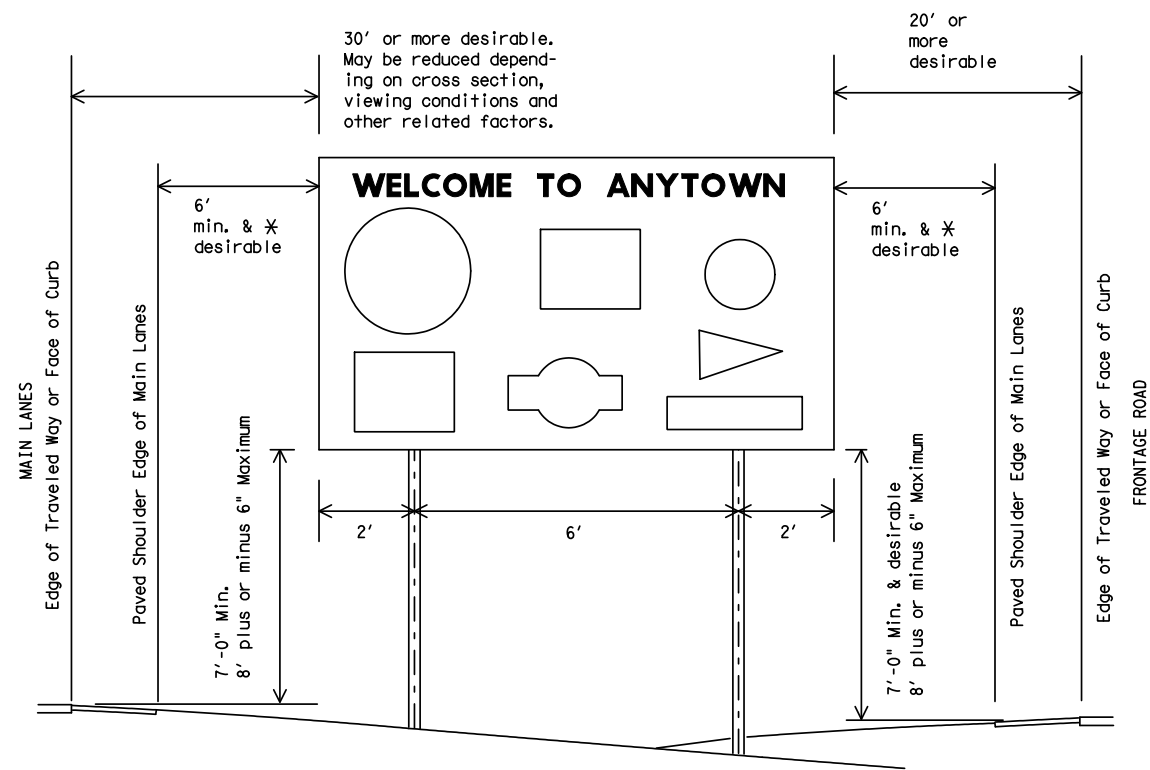
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© TxDOT January 1997		PK: TxDOT	CK: TxDOT	HW: TxDOT	CK: TxDOT
12-98	REVISIONS	CULT	SECT	JOB	HIGHWAY
		DIST	COUNTY	SHEET NO.	

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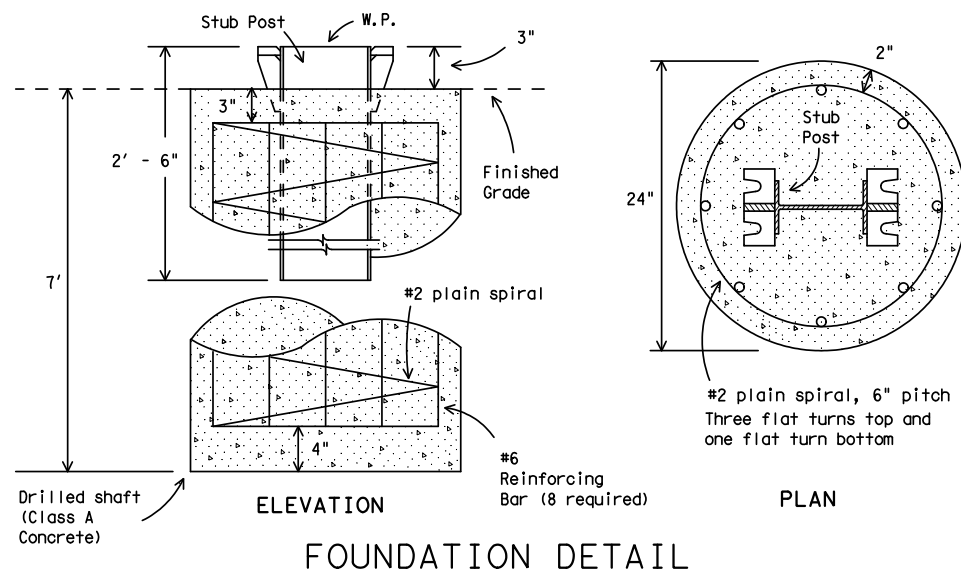
## Option C Two Post/Solid Background Max. 80 sq. ft.



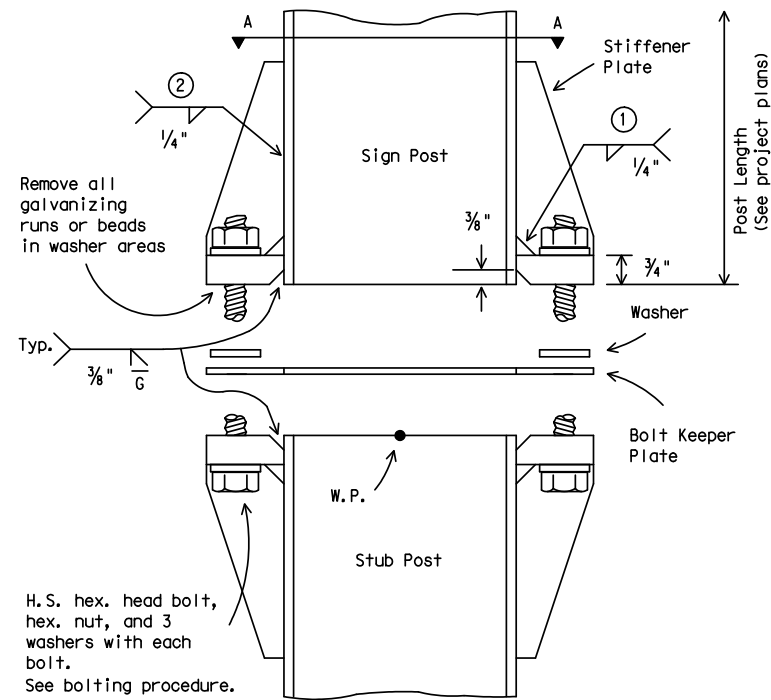
### TYPICAL SIGN INSTALLATION AND LOCATION

#### OPTION C (Two Post)

10. Lateral clearances of signs mounted on median side of main lanes are the same as shown above where space will permit.
11. Where a sign is to be located behind guardrail, an allowable minimum clearance of two feet may be used, measured from the face of the guardrail to the near edge of sign.
12. 6 foot minimum and desirable may be used only in areas of limited lateral clearance and when approved by the Engineer.
13. Post spacing on a two post sign may vary a maximum of plus or minus 10% of total sign width to fit field conditions.
14. Typical maximum dimensions are 10 foot width by 8 foot height, however, TxDOT will consider other shapes and designs upon request. Maximum size of sign face shall not exceed 80 square feet.
15. Background shall be brown in color. If painted it shall match Sherwin Williams #2315 (or equivalent). If reflective sheeting is used it shall meet TxDOT Material Specification D-9-8300.
16. Optional City name, symbols, slogan or combination thereof may be an attachment sign or lettering on the sign face. Lettering may be any style or font, but shall not be greater than 8 inches in height. Lettering and or optional 2 inch border shall be white in color. Paint shall match Sherwin Williams #2130 (or equivalent), if sheeting is used it shall meet TxDOT Material Specification D-9-8300.

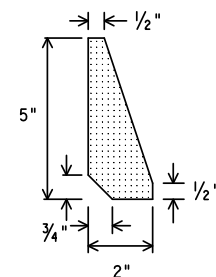


### FOUNDATION DETAIL



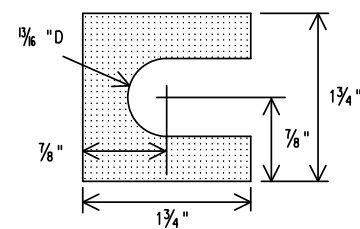
- ① Back up weld to be made before installing stiffener plate
- ② Weld W may be continued across clips to seal joint

### W6x15 SIGN POST AND STUB POST



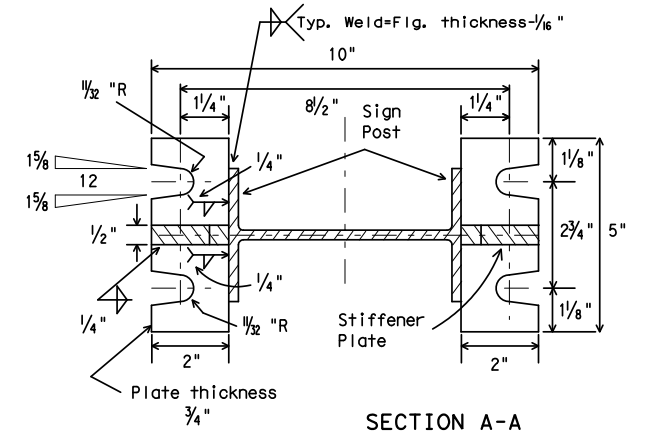
### STIFFENER PLATE DETAIL

Steel Plate (thickness = 1/2")

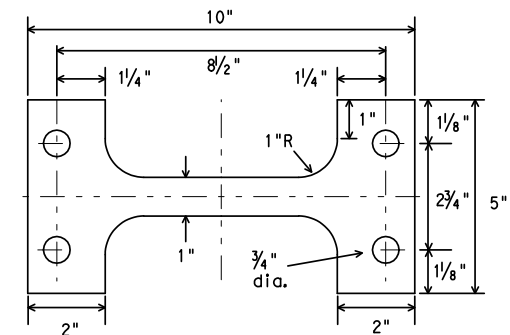


### SHIM DETAIL

Furnish two .012" + thick and two .032" + thick shims per post. Shims shall be fabricated from brass shim stock or strip conforming to ASTM B36.



### SECTION A-A



### BOLT KEEPER PLATE 30 Ga galv. sheet steel

#### BOLTING PROCEDURE FOR ASSEMBLY OF BASE CONNECTION:

1. Assemble sign post, BOLT KEEPER PLATE and stub post with bolts and three flat washers per bolt as shown.
2. Shim as required to plumb post.
3. Tighten all bolts the maximum possible with a 12 to 15 inch wrench to clean bolt threads and to bed washers and shims.
4. Loosen each bolt in sequence and retighten bolts in a systematic order to the prescribed torque. Do not overtighten.
5. To prevent nut loosening, burr threads of bolt at junction with nut using a center punch.

SIGN SUPPORTS WILL ONLY  
BE SPLICED BEHIND THE  
SIGN SUBSTRATE

Texas Department of Transportation  
Traffic Operations Division

### CITY PRIDE SIGN

SHEET 2 OF 3 SMD (CPS-2) -98

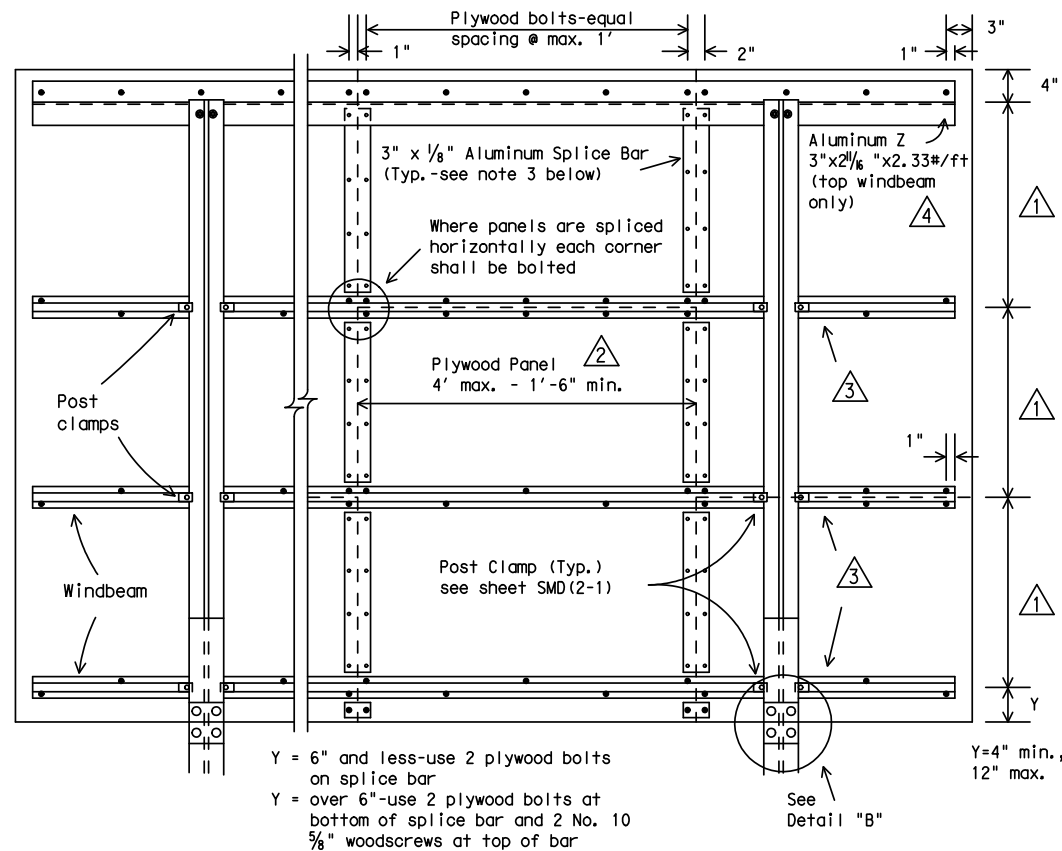
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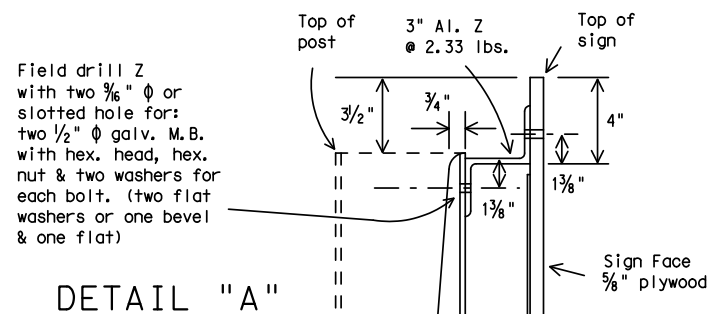
## TYPICAL PLYWOOD SIGN ASSEMBLY DETAILS



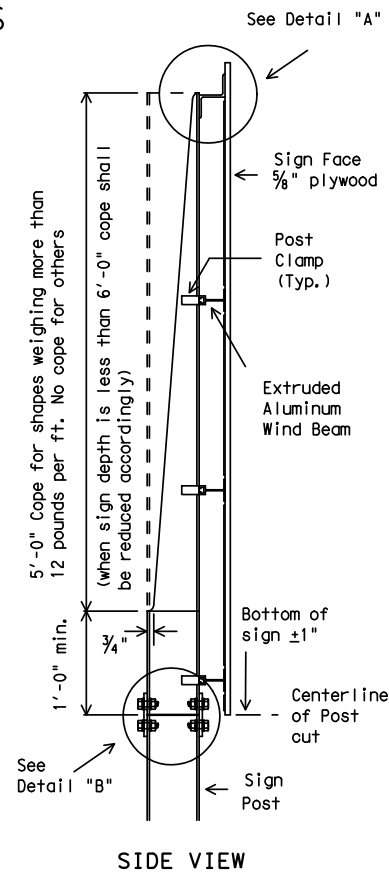
REAR VIEW

NOTES:

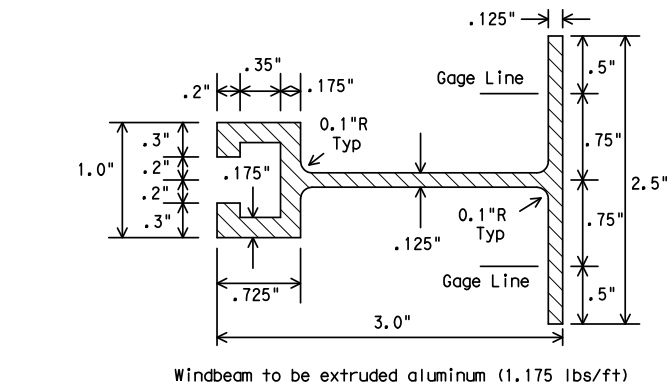
1. A tolerance of plus or minus  $\frac{1}{4}$  inch will be permitted in the plan dimensions for fabrication of each single increment sign panel when necessary for squaring. A tolerance of plus or minus  $\frac{1}{4}$  inch will be permitted for each increment of a multi-increment sign panel where necessary to secure square, tight-fitting joints.
2. Plywood bolts shall be  $\frac{5}{16}$ " x  $1\frac{1}{2}$ " elevator type steel with flat or slightly hemispherical head and  $\frac{3}{4}$ " minimum thread length. The head shall have a minimum diameter of  $\frac{1}{16}$ " and a minimum of two fins on the underside. Each bolt shall be provided with one  $\frac{5}{16}$ " steel hex nut, one  $\frac{5}{16}$ " steel flat washer, and one  $\frac{5}{16}$ " steel lock washer. Bolts, nuts and washers shall be galvanized in accordance with ASTM Designation: B695, Class 50, or A153 Class C or D.
3. Splice bars shall be secured with  $\frac{5}{8}$ " long x #10 round head, stainless steel wood screws spaced at 6" maximum along double row spacing with the exception at extreme ends of splice bars, along outside edge of sign, where plywood bolts shall be used as shown. A maximum of one horizontal joint per vertical section will be permitted using a  $\frac{1}{8}$ " gap between panels.
4. Splices shall be kept to a minimum. Panels 4'x8' or larger shall be used to the maximum extent possible in the fabrication of any sign. Signs or sign sections which cannot be fabricated from at least a 4'x8' panel shall be of one piece construction.



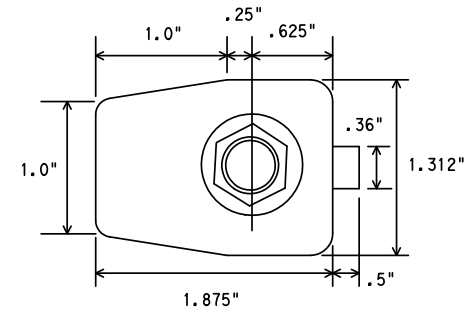
DETAIL "A"



SIDE VIEW

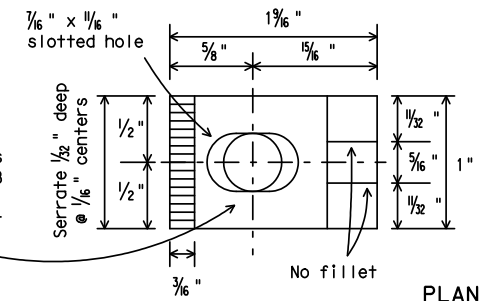


# WINDBEAM CROSS SECTION

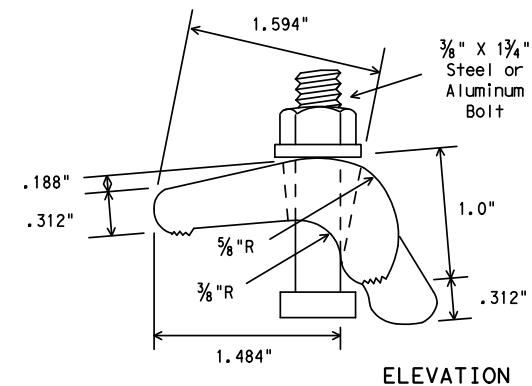


## PLAN

NOTE: centerline of hole for 3/8" diameter squarehead bolt x 2 1/4" long with a flat washer and self-locking nut, or lock washer and hex. nut. Bolt head dimensions shall be in accordance with ANSI B 18.2.1 as referred to in the AISC Manual of steel construction. Bolt assembly shall be galvanized.

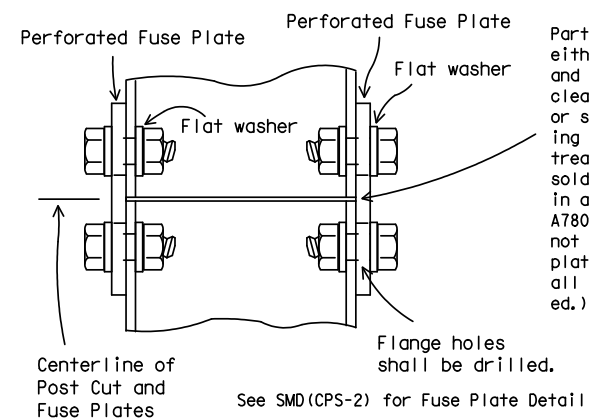


## LAN



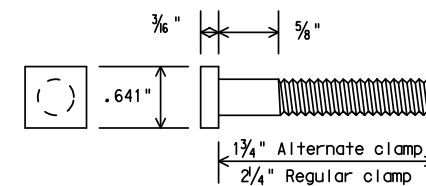
## ELEVATION

### ALTERNATE POST CLAMP DETAIL



DETAIL "B"

Parts shall be saw cut either before galvanizing and the galvanized cut cleaned of zinc build-up, or saw cut after galvanizing and the cut surface treated with zinc-based solder or zinc-rich paint in accordance with ASTM A780. (Cut surface will not be treated until plate is installed and all bolts fully tightened.)



### POST CLAMP BOLT DETAIL

SIGN SUPPORTS WILL ONLY  
BE SPLICED BEHIND THE  
SIGN SUBSTRATE

SPECIFICATION REFERENCE TABLE  
MATERIALS AND TESTS DIVISION SPECIFICATIONS  
SIGN HARDWARE

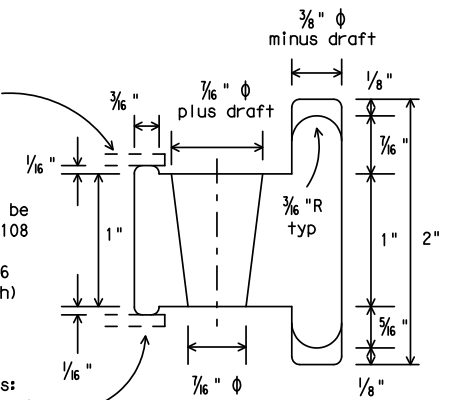
-9-7120

GENERAL NOTES:

1. Design conforms with AASHTO Specifications for the design and construction of structural supports for highway signs.
2. Materials and fabrication shall conform to the requirements of the Department material specifications.
3. Structural steel shall be high strength steel (HS) in accordance with the Item 442, "Metal For Structures."
4. Parts shall be saw cut either before galvanizing and the galvanized cut cleaned of zinc build-up, or saw cut after galvanizing and the cut surface treated with zinc-based solder or zinc-rich paint in accordance with ASTM A780. (Cut surface will not be treated until plate is installed and all bolts fully tightened.)

Beam flange  
of W shapes:  
 $\frac{7}{16}$ " leg of  
clamp toward  
W shapes  
15 lbs/ft and  
greater.

Post Clamp to be  
ASTM B26 or B108  
cast Aluminum  
alloy 356.0-T6  
(.173 lbs each)



## ELEVATION

### POST CLAMP DETAIL

CITY PRIDE  
SIGN

SHEET 3 OF 3

SMD (CPS-3) -98

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	CULVT	SECT	JUB	HIGHWAY
	DIST	CULVTY		SHEET NO.

**VILLAGE OF SAN LEANNA**

**RESOLUTION NO. R21-002  
AMENDMENT TO MUNICIPAL BUDGET FOR FY 2020-2021**

**WHEREAS**, the municipal budget for the Village of San Leanna for fiscal year 2020-2021 was approved on the 17<sup>th</sup> day of September, 2020; and

**WHEREAS**, the public hearing on said budget has been held as advertised; and

**WHEREAS**, the Board of Aldermen desire to amend said budget;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Aldermen of the Village of San Leanna, that the following amendments to the approved budget for FY 2020-2021 be made:

<b><u>GENERAL FUND REVENUES:</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
a) Item # 109 – Transfer from Reserve	\$ 47,691.67	\$ 48,891.67

**EXPLANATION OF AMENDMENT:**

a) Higher transfer from reserve may be needed to fund and balance budget

<b><u>GENERAL FUND EXPENSES:</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
a) Item # 121 – Office Expenses	\$ 3,500.00	\$ 4,700.00

**EXPLANATION OF AMENDMENT:**

a) Upcoming office expenses higher than anticipated, including 3 year renewal of village domains.

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**PASSED AND APPROVED** on this 17<sup>th</sup> day of June, 2021, with a vote of \_\_\_\_ ayes, \_\_\_\_ nays, and \_\_\_\_ abstentions of the Board of Aldermen of the Village of San Leanna, Texas.

---

Molly Quirk, Mayor

Attest:

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Rebecca Howe, City Secretary/Administrator

**VILLAGE OF SAN LEANNA  
GENERAL FUND REPORT  
5-1-2021 -- 5-31-2021**

**REVENUES:**

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>CURRENT MONTH</u>	<u>YTD. BEG. CURRENT MO</u>	<u>YTD. END OF CURRENT MO</u>	<u>DIFFERENCE</u>	<u>AMENDED BUDGET</u>
101	PROPERTY TAXES	\$305.75	\$178,742.20	\$179,047.95	(\$4,047.95)	\$175,000.00
102	FRANCHISE TAXES	\$63.13	\$11,680.92	\$11,744.05	\$3,255.95	\$15,000.00
103	INTEREST	\$4.37	\$176.08	\$180.45	\$319.55	\$500.00
104	BUILDING PERMITS	\$1,480.00	\$2,400.00	\$3,880.00	\$120.00	\$4,000.00
106	MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
109	TRANSFER FROM RESERVE	\$0.00	\$0.00	\$0.00	\$48,891.67	\$48,891.67
<b><u>TOTALS:</u></b>		\$1,853.25	\$192,999.20	\$194,852.45	\$48,639.22	\$243,491.67

**EXPENSES:**

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>CURRENT MONTH</u>	<u>YTD. BEG. CURRENT MO</u>	<u>YTD. END OF CURRENT MO</u>	<u>DIFFERENCE</u>	<u>BUDGET</u>
112	ROAD MAINTENANCE	\$6,858.48	\$0.00	\$6,858.48	\$8,141.52	\$15,000.00
113	CITY ADMINISTRATOR	\$2,741.80	\$21,306.76	\$24,048.56	\$12,618.11	\$36,666.67
114	TML INSURANCE	\$0.00	\$2,054.00	\$2,054.00	\$746.00	\$2,800.00
115	LEGAL	\$202.70	\$604.50	\$807.20	\$2,192.80	\$3,000.00
116	TAXES	\$93.59	\$2,824.80	\$2,918.39	\$1,981.61	\$4,900.00
117	ENVIRONMENTAL MAINTENANCE	\$0.00	\$30,729.49	\$30,729.49	\$6,270.51	\$37,000.00
118	PUBLIC INFORMATION	\$0.00	\$0.00	\$0.00	\$800.00	\$800.00
119	AUDIT	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00
120	SECURITY LIGHTS	\$251.72	\$1,756.59	\$2,008.31	\$1,191.69	\$3,200.00
121	OFFICE EXPENSES	\$293.41	\$2,861.88	\$3,155.29	\$1,544.71	\$4,700.00
122	ORG. MEMBERSHIP DUES	\$0.00	\$705.60	\$705.60	\$294.40	\$1,000.00
123	APPRAISALS	\$0.00	\$358.36	\$358.36	\$466.64	\$825.00
124	BUILDING INSPECTIONS	\$150.00	\$3,630.00	\$3,780.00	\$220.00	\$4,000.00
125	MISCELLANEOUS	\$79.00	\$7.50	\$86.50	\$913.50	\$1,000.00
126	ARBORIST	\$990.00	\$7,230.00	\$8,220.00	\$4,780.00	\$13,000.00
128	COUNCIL EXPENSES	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
129	PUBLIC AFFAIRS	\$0.00	\$183.61	\$183.61	\$4,816.39	\$5,000.00
130	COMMUNITY CENTER	\$92.69	\$723.68	\$816.37	\$1,183.63	\$2,000.00
131	ENGINEER	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00
132	FLOOD PREVENTION	\$0.00	\$35,986.50	\$35,986.50	\$54,013.50	\$90,000.00
133	EMPLOYEE REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
134	HEALTH DEPT. CONTRACT	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
135	PUBLIC SAFETY	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
136	ADVISOR	\$415.58	\$3,133.20	\$3,548.78	\$2,451.22	\$6,000.00
137	EMPLOYEE BENEFIT STIPEND	\$230.87	\$1,749.99	\$1,980.86	\$1,019.14	\$3,000.00
<b><u>TOTALS:</u></b>		\$17,399.84	\$117,346.46	\$134,746.30	\$108,745.37	\$243,491.67

**VILLAGE OF SAN LEANNA  
WATER FUND REPORT  
5-1-2021 -- 5-31-2021**

**REVENUES:**

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>CURRENT MONTH</u>	<u>YTD. BEG. CURRENT MO</u>	<u>YTD. END OF CURRENT MO</u>	<u>DIFFERENCE</u>	<u>BUDGET</u>
201	WATER BILLING	\$5,491.39	\$74,094.73	\$79,586.12	\$45,413.88	\$125,000.00
202	WATER TAP FEES	\$0.00	\$0.00	\$0.00	\$4,800.00	\$4,800.00
203	METER DEP/CONNECT FEES	\$150.00	\$750.00	\$900.00	\$100.00	\$1,000.00
204	MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
205	TRANSFER FROM RESERVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b><u>TOTALS:</u></b>		\$5,641.39	\$74,844.73	\$80,486.12	\$50,413.88	\$130,900.00

**EXPENSES:**

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>CURRENT MONTH</u>	<u>YTD. BEG. CURRENT MO</u>	<u>YTD. END OF CURRENT MO</u>	<u>DIFFERENCE</u>	<u>BUDGET</u>
210	WATER OPERATOR	\$2,224.00	\$11,120.00	\$13,344.00	\$13,344.00	\$26,688.00
211	DISTRICT FEES	\$1,345.18	\$1,395.18	\$2,740.36	\$3,259.64	\$6,000.00
212	MAINTENANCE/REPAIR	\$952.99	\$6,437.44	\$7,390.43	\$22,609.57	\$30,000.00
213	ELECTRICITY	\$686.76	\$3,424.47	\$4,111.23	\$3,388.77	\$7,500.00
214	BOOKKEEPER	\$1,370.90	\$7,597.82	\$8,968.72	\$9,364.61	\$18,333.33
215	BILLING SUPPLIES	\$595.70	\$445.90	\$1,041.60	\$558.40	\$1,600.00
216	METER READER	\$142.68	\$772.16	\$914.84	\$939.16	\$1,854.00
217	METER REFUNDS	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
218	MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
220	CITY OF AUSTIN CONTRACT	\$0.00	\$0.00	\$0.00	\$2,600.00	\$2,600.00
221	CITY OF AUSTIN WATER	\$1,895.05	\$8,327.09	\$10,222.14	\$14,777.86	\$25,000.00
<b>TOTALS:</b>		\$9,213.26	\$39,520.06	\$48,733.32	\$71,442.01	\$120,175.33

**CHECKING ACCOUNT BALANCE:**

BEGINNING BALANCE	\$12,415.27	\$29,909.91
TOTAL REVENUES	\$7,494.64	
TRANSFER-TEXPOOL	\$10,000.00	
TOTAL EXPENSES	\$26,613.10	
TRANSFER-TEXPOOL	\$0.00	
INTEREST RET-TEXPOOL	\$4.37	\$26,617.47
<b>ENDING BALANCE</b>		<b>\$3,292.44</b>
<b>CHECKBOOK BALANCE</b>		<b>\$3,292.44</b>

**TEXPOOL BALANCE:**

BEGINNING BALANCE	\$501,053.35
DEPOSITS	\$0.00
INTEREST	\$4.37
<b>TOTAL</b>	<b>\$501,057.72</b>
WITHDRAWALS	\$10,000.00
<b>ENDING BALANCE</b>	<b>\$491,057.72</b>

**VILLAGE OF SAN LEANNA  
FINANCIAL REPORT  
5-1-2021 -- 5-31-2021**

**WATER SYSTEM - DEBT SERVICE FUND - REGIONS**

<b><u>BOND DEBT BALANCE</u></b>	<b>\$0.00</b>
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**ROAD IMPROVEMENT FUND - 2017-2021**

<b><u>REVENUES</u></b>		<b><u>CURRENT MONTH</u></b>	<b><u>YTD TOTAL</u></b>	<b><u>DIFFERENCE</u></b>	<b><u>BUDGET 20-21</u></b>
301	CAPITAL METRO - BTC FUNDING 2021	\$0.00	\$0.00	\$14,000.00	\$14,000.00
302	TRANSFER - CAPITAL METRO - RESERVE	\$28,040.00	\$28,040.00	\$0.00	\$28,040.00
303	CAPMETRO - BTC - PROJECT REIMBURSE	\$0.00	\$0.00	\$42,000.00	\$42,000.00
304	TRANSFER - ROAD PROJECT RESERVED	\$140,000.00	\$140,000.00	\$0.00	\$140,000.00
<b><u>TOTALS:</u></b>		<b>\$168,040.00</b>	<b>\$168,040.00</b>	<b>\$56,000.00</b>	<b>\$224,040.00</b>

<b><u>EXPENSES</u></b>					
310	ROAD IMPROVEMENT - OLD MANCHACA I	\$0.00	\$0.00	\$184,000.00	\$184,000.00
311	MISC - 50TH ANNIVERSARY VSLSIGNS	\$0.00	\$0.00	\$2,000.00	\$2,000.00
<b><u>TOTALS:</u></b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$186,000.00</b>	<b>\$186,000.00</b>

**RESERVED FUND BALANCES**

<b><u>WATER FUND CONTINGENCY</u></b>	<b>\$50,000</b>	<b>\$50,000</b>
<b><u>ROAD FUND:</u></b>		
RESTRICTED CAPITAL METRO	\$28,040	\$28,040
RESERVE FOR PROJECTS	<u>\$140,000</u>	<u>\$140,000</u>
<b>TOTAL ROAD RESERVE</b>	<b>\$168,040</b>	<b>\$168,040</b>
<b><u>GENERAL FUND CONTINGENCY</u></b>	<b>\$50,000</b>	<b>\$50,000</b>
<b>CURRENT BUDGET RESERVE</b>	<b><u>\$100,253</u></b>	<b><u>\$81,134</u></b>
<b><u>TOTAL ALL RESERVED FUNDS</u></b>	<b>\$368,293</b>	<b>\$349,174</b>
<b>TOTAL TEXPOOL AND CHECKBOOK</b>	\$513,469	\$494,350
<b>LESS TOTAL RESERVED</b>	<u>\$368,293</u>	<u>\$349,174</u>
<b><u>UNALLOCATED AVAILABLE FUNDS</u></b>	<b>\$145,176</b>	<b>\$145,176</b>

## **Zoning Report: June 2021**

### **Certificate of Occupancy / Use**

**None**

### **Permits to Build**

601 Redbud Trail: addition: Mark Schumacher/Lisa Kirkpatrick

512 River Oaks Dr. :Paxton, Scott: build utility barn

### **Active Permits**

621 River Oaks Dr.: Wayne Watts: remodel /two baths

512 River Oaks Dr: accessory bldg.. studio, Scott Paxton, Makenna:

500 River Oaks: inground pool, waiting for final inspection, Juarez, Oscar

500 River Oaks: electrical added to accessory bldg., waiting for final inspection. Juarez. O.

11500 Hunting Creek: inground pool, Kunker, Frank

504 Hacienda Dr.: demolish existing deck, rebuild with storage: Gregg, Christopher waiting for final inspection

### **Pending Permits/**

11505 Sombrero: inground pool: Alicia, Jill Smith

11403 Chapel Ln: build a covered patio: Elizabeth/Ray Hinson

11903 Sleepy Hollow: carport/ new drive, Flores, E.

11804 Arnold Ln. aboveground pool with decking: Paul Mejia

### **Permits for Demolition**