

**THE VILLAGE OF SAN LEANNA  
MINUTES**

Regular Board of Aldermen Public Meeting & Public Hearings  
Thursday, November 14, 2020  
7:00 p.m. – Videoconference

**A. MEETING CALLED TO ORDER**

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

Becky Mullan was not present.

Helen Rockenbaugh moved to approve minutes of Regular B of A Meeting on October 15, 2020 with a punctuation correction; Charlie Burks seconded; motion carried with a vote of 4 in favor – 0 opposed.

**B. CITIZENS' COMMUNICATION**

**C. PUBLIC HEARING**

1. Mayor Quirk opened the public hearing. Council reviewed information concerning request for a variance to Zoning Ordinance No. 13-001 allowing the placement of a portable accessory structure within 10' of the property line at 605 River Oaks Dr. Don Nyland stated that the Zoning Committee moved to not approve the variance request as they felt the structure could be moved inside the utility easement without undue hardship. Council discussed letters received from the applicant's neighbors. The property owner of 605 River Oaks Dr was unable to attend the meeting due to work conflicts and council discussed delaying a vote until they could be present.

Mayor Quirk closed the public hearing.

**D. ITEMS SCHEDULED FOR ACTION**

1. Charlie Burks moved to table the request for a variance to Zoning Ordinance No. 13-001 allowing the placement of a portable accessory structure within 10' of the property line at 605 River Oaks until the January meeting; seconded; motion carried with a vote of 4 in favor – 0 opposed.
2. Charlie Burks moved to table the Financial Policy and Investment Policy for the Village of San Leanna until the documents were ready for review; Helen Rockenbaugh seconded; motion carried with a vote of 4 in favor – 0 opposed.
3. Council heard from Rebecca Howe, Ed McDonough, and Don Pitts about the history of maintenance of Tunnel Trail. After a short discussion, Danny Villarreal moved to have Rebecca Howe move forward with reaching out to Travis County and Tunnel Trail residents to gather information regarding the potential annexation of the road; Helen Rockenbaugh seconded; motion carried with a vote of 4 in favor – 0 opposed.

4. Council discussed upcoming projects, experiences with Southwest engineers, and the possibility of interviewing new engineering firms for upcoming projects – particularly the Old Manchaca Rd Project. Danny Villarreal moved to have the City Administrator reach out to the list of potential engineering options to gauge interest and gather information and references for council’s consideration; Helen Rockenbaugh seconded; motion carried with a vote of 4 in favor – 0 opposed.
5. Mayor Quirk outlined the concept for a Citizen’s Committee for residents to help one another and get to know their neighbors. Council discussed many different ideas for the Citizen Committee. Helen Rockenbaugh moved to create the Citizen’s Committee and appoint Mary Wright as head of committee; Charlie Burks seconded; motion carried with a vote of 4 in favor – 0 opposed.
6. Danny Villarreal moved to approve the amended financial reports from FY 2019-2020 for small categorization corrections; Charlie Burks seconded; motion carried with a vote of 4 in favor – 0 opposed.
7. Charlie Burks moved to approve the October 2020 financial report; Mary Wright seconded; motion carried with a vote of 4 in favor – 0 opposed.
8. Charlie Burks moved to cancel the December Board of Aldermen; Mary Wright seconded; motion carried with a vote of 4 in favor – 0 opposed.

**E. ITEMS FOR DISCUSSION**

**F. REPORTS AND INFORMATION**

1. Mayor’s Report: Mayor Quirk thanked Helen Rockenbaugh and other helpers for the Halloween Parade and Charlie Burks for the work on Jim Payne Park, as well as touching on a drive-thru Santa event happening at the Manchaca Fire Department. Mayor Quirk reported on the status of the COVID 19 pandemic in Travis County.

Linda Barrett reported on a very busy month with a completed project at 11413 Chapel, a new permit at 11500 Hunting Creek, and existing permits at 11906 Bluebonnet, 500 River Oaks Dr, 715 River Oaks Dr, 11515 Hunting Creek Dr, 11505 Sombrero, 405 San Leanna Dr, 609 Redbud Trail, and 11511 Hunting Creek. Four more projects were pending approval for permits.

2. Administrative: Rebecca Howe reported that she Austin Public Health had assigned an agent for the Health and Sanitation Ordinance violation.
3. Roads: Danny Villarreal reported on potholes throughout the Village, runoff on River Oaks Dr, updates on the Big Ditch project, and needed street sign replacements.
4. Public Affairs: Helen Rockenbaugh reported on the Halloween car parade.

5. Public Safety: Becky Mullan was not present to report on public safety. Danny Villarreal addressed concerns about package theft around the holidays and recommended signing up for informed delivery through USPS.

Council discussed an incident of water theft witnessed on directly on the outside of the city limits of the Village of San Leanna.

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. Mary Wright reported that the water system was running smoothly and that well levels had fallen 7.2 ft. since the previous month, to a level of 121.4ft. The burn ban was in effect.
7. Environmental: Charlie Burks reported that the playscape had been delivered and was ready for installation.

#### **G. ADJOURNMENT TO EXECUTIVE SESSION**

1. Council met in Executive Session to discuss performance reviews and personnel matters per Section 551.074 of the Open Meetings Act.

#### **H. RESUME REGULAR MEETING**

1. No action was taken on items discussed in executive session.

#### **I. ADJOURNMENT**

Danny Villarreal moved to adjourn the meeting; Charlie Burks seconded; meeting adjourned at 9:22 p.m.