

**THE VILLAGE OF SAN LEANNA
AGENDA**

Regular Board of Aldermen Public Meeting
Thursday, April 17, 2025

7:00 pm – Community Center – 11906 Sleepy Hollow Rd

A. MEETING CALLED TO ORDER

Roll call

Approval of minutes: Regular B of A Meeting March 20, 2025

B. CITIZENS' COMMUNICATION

1. Cahir Doherty, Arborist
2. Citizens Communication

C. ITEMS SCHEDULED FOR ACTION

1. Consideration of engineering proposal for Design Phase of Hazard Mitigation Plan Grant Generator Project.
2. Consideration of agreement allowing installation of new meter and use of Flume Water Monitoring device at 708 River Oaks Dr.
3. Possible consideration of updates to license agreement allowing placement of private fence around 11401 Sombrero Drive and the adjacent Village-owned 40'x40' property.
4. Consideration to pursue designation as a Dark Sky Community.
5. Discussion and possible action pertaining to San Leanna Drive road closure gate maintenance, repair; and security; including potential consideration of video camera installation.
6. Consideration of quote for fire hydrant painting.
7. Review and approve financial report for March 2025.

D. ITEMS FOR DISCUSSION

1. Preliminary discussion regarding bond options for roadway improvements.

E. REPORTS AND INFORMATION

1. Mayor's Report	Updates re: meeting/symposium attendance
2. Zoning Report	To be discussed
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	NNO, public safety information, street lights
7. Water	Water system info, drought status, Burn Ban info, drainage info, flood prevention
8. Environmental	Tree Care Program, mowing/trimming, burn piles, Tree City Designation

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 _____ April 14, 2025

Rebecca Howe, City Administrator

**THE VILLAGE OF SAN LEANNA
MINUTES**

Regular Board of Aldermen Public Meeting
Thursday, March 20, 2025

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

A. MEETING CALLED TO ORDER

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

Helen Rockenbaugh moved to approve the minutes of the Regular B of A Meeting and Public Hearing on February 20, 2025; Christa Gregg seconded; motion carried with a vote of 5 in favor – 0 opposed.

B. CITIZENS' COMMUNICATION

1. Helen Rockenbaugh reported to those present about new income restricted housing was becoming available nearby at the Estancia development.

C. ITEMS SCHEDULED FOR ACTION

1. The engineering proposal for the Design Phase of the Hazard Mitigation Plan Grant Generator Project was not ready for review. Danny Villarreal moved to table action; Christa Gregg seconded; motion carried with a vote of 5 in favor – 0 opposed.
2. The Council revisited a resident petition requesting approval to use a Flume Water Monitor Device. Rebecca Howe summarized research conducted on both pros and cons for use of a Flume devices on Village meters. Concerns about the device's compatibility with Village meters, cost to the utility, and potential billing disputes were discussed. Danny Villarreal moved to move forward with creating policy language for a test case of the Flume's use at 708 River Oaks Dr to be reviewed at the April meeting; Helen Rockenbaugh seconded; motion carried with a vote of 5 in favor – 0 opposed.
3. The Council discussed a complaint of Zoning Ordinance violation regarding business activities at 11705 Chapel Lane. Rebecca Howe presented background information and read a response provided by the owner of 11705 Chapel Lane as they were not able to be present. Council found that the home business was in violation of the Zoning Ordinance on the grounds that an employee residing outside of the home was conducting business activities at the home. Danny Villarreal moved to send a formal notice of violation to the home owner granting 90 days for the business to come into compliance with the Zoning Ordinance; Christa Gregg seconded; motion carried with a vote of 5 in favor – 0 opposed.
4. The driveway application for 715 River Oaks Drive was reviewed. Danny Villarreal moved to approve the application per the engineer recommendation; Helen Rockenbaugh seconded; motion carried with a vote of 5 in favor – 0 opposed.

5. The Council considered a request to place a private fence around 11401 Sombrero Drive and an adjacent 40'x40' parcel owned by the Village. Danny Villarreal moved to approve a license agreement permitting the fence placement as written; Helen Rockenbaugh seconded; motion carried with a vote of 4 in favor – 1 opposed.
6. Council discussed potential Light Trespassing regulations and the feasibility of pursuing designation as a Dark Sky Community. Many benefits and challenges were presented including environmental benefits and security concerns. Helen Rockenbaugh moved to have Rebecca Howe assess the process and requirements for consideration at the April 2025 meeting; Mary Wright seconded; motion carried with a vote of 5 in favor – 0 opposed.
7. The Council reviewed a draft Request for Proposals for Waste Management Services. Helen Rockenbaugh moved to approve the RFP for distribution; Danny Villarreal seconded; motion carried with a vote of 5 in favor – 0 opposed.
8. Council revisited the proposal to update postal addresses to "San Leanna, TX 78652" to reflect Village identity. Previous inquiries into address updating were discussed and residents present shared input. Council agreed to circulate a resident survey on the matter and provide 30 days for a response. Christa Gregg moved to move forward with the postcard survey by mail; Danny Villarreal seconded; motion carried with a vote of 5 in favor – 0 opposed.
9. Rebecca Howe presented an in-depth look at the finalized a draft Zoning Ordinance update for review and formal adoption after legal review and consideration by the Zoning Committee. Helen Rockenbaugh moved to finalize the draft ordinance; Danny Villarreal seconded; motion carried with a vote of 5 in favor – 0 opposed.
10. An amendment to the FY 2024-2025 budget to provide adequate funding got the updated Cybersecurity Liability Insurance Policy with TML-IRP was presented. Helen Rickenbaugh moved to adopt the amendment; Danny Villarreal seconded; motion carried with a vote of 5 in favor – 0 opposed.
11. The financial report for February 2025 was reviewed. Helen Rockenbaugh moved to approve the report; Danny Villarreal seconded; motion carried with a vote of 5 in favor – 0 opposed.
12. The Council discussed the May 3rd General Election. Due to no contested races, Danny Villarreal moved to cancel the election as permitted; Christa Gregg 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 on recent meetings, including coordination calls with the small city mayors and Texas Municipal League regarding updated lobbying regulations.

2. Zoning Report: Claire Dunn was not present. Rebecca Howe relayed a report provided by Ms. Dunn, reporting that all open permits remained in progress. A potential variance request for accessory structure placement was expected next month.
3. Administrative Report: Rebecca Howe reported that the request for the animal ordinance variance had been withdrawn. Sign installation plans, the audit, water reports, and upcoming meetings regarding annexation. Ms. Howe noted the upcoming newsletter would include articles on the Consumer Confidence Report, the postal address survey, and the spring bulk clean-up event.
4. Roads: Danny Villarreal reported on a pending quote request for a few minor road repairs.
5. Public Affairs: Mary Wright reported on a very successful Mardi Gras event and upcoming plans for Bingo and Fire Station events.
6. Public Safety: Christa Gregg reported on recent public safety activities. Helen Rockenbaugh provided an update on nighttime cemetery activity. reported a nighttime trespassing complaint near Jim Payne Park and reviewed patrol response. Council discussed options for increasing nighttime lighting.
7. Water: Jonathan Fein reported on the drought status and the status of the water system. The Aquifer District was in Stage 3 Critical Drought Status with a mandatory 30% conservation period. The City of Austin was in Stage 2 Drought. Mr. Fein reported that the water system was running smoothly and that well levels had fallen 6.8 ft. since the previous month, to a level of 145.6 ft. The burn ban was not in effect.

Mr. Fein reported on upcoming ditch maintenance work.

Rebecca Howe reported that the Fire Department had begun hydrant inspections and a hydrant repair had been scheduled for the hydrant in front of 11902 Sleepy Hollow Dr.

8. Environmental: Helen Rockenbaugh reported on spring trimming by the Arborist and mulching of young trees in the park. Mrs. Rockenbaugh updated the Council on the Tree City USA application status and information on hypoxylon provided by Arborist Cahir Doherty.

F. ADJOURNMENT

Danny Villarreal moved to adjourn the meeting; Christa Gregg seconded; meeting adjourned at 9:23 pm.

April 14, 2025

Rebecca Howe
City Manager
Village of San Leanna
P.O. Box 1107
Manchaca, TX 78652
Phone/fax: (512) 280-3898
village@sanleannatx.com

Re: Village of San Leanna - Hazard Mitigation Assistance Project

Dear Ms. Howe,

We are excited to have been selected to assist the Village of San Leanna in its implementation of the Hazard Mitigation Assistance Project for the generator at the North Well site. We understand the project to include the design, bidding, and engineering construction administration required for the Village to construct a new 1,000-gallon liquid propane generator at its North Well site. We understand that the generator is to provide power to the well pump, treatment works, and supplemental pumps located within the North Well fenced area, and that use of the desired location for the generator will require relocation of an existing maintenance shed.

The North Well property is located at 11410 Sunset Drive in San Leanna. The property is surrounded by six-foot-high chain link fence with barbed wire at the top. Access to the site is available via a double-swing gate on the north fence line adjacent to an unfinished (dirt- and grass-covered) access drive.

Please review the attached scope and fee provided. If this proposal aligns with your understanding of the requested services and you would like to engage SPI for these services, please sign, date and return a copy of this proposal to us. SPI is available to begin work immediately and will work faithfully to help bring this much-needed project to fruition.

Sincerely,



J. Nick DuBose, P.E.
Branch Office Manager

SCOPE OF WORK

BASIC SERVICES

1. Preliminary Design

- a. Field data collection as required, by the Engineer, for design (SPI responsible for data collection costs).
- b. Contact equipment supplier for equipment specs and costs.
- c. Develop a preliminary design of the proposed improvements. The design is to include location for generator, technical specifications, and contractor requirements necessary for contractor/equipment supplier to provide and install a turn-key emergency generator to power the location including automatic transfer switch, generator pad, and fencing.
- d. Develop a construction estimate based on the preliminary design.
- e. Provide the preliminary design and estimate to the City for review and revise as necessary to address any comments.

2. Final Design

- a. Once the preliminary design is accepted by the City, prepare final plans, specifications, and contract documents necessary for bidding and construction of the project as developed in the Preliminary Design Phase.
- b. Review the final plans and specifications with City and revise as necessary to address any comments.
- c. Submit final plans and specs to any required regulatory reviewer. Respond to review questions or comments.
- d. Prepare final signed and sealed plans, specifications, and contract documents required for bidding.

3. Bidding

- a. Provide contract documents and assist City in the bidding project or proposal process.
- b. Advertise in newspaper if required (City responsible for advertising costs).
- c. Advertise in online plan room such as CivCast if required.
- d. Print and distribute Plans and Contract Books to responsive contractors (if print copies are requested).
- e. Issue addenda as necessary.

- f. Conduct bid opening and then evaluate and tabulate bids.
- g. Review qualifications of the Contractor and present findings to the City.
- h. Coordinate execution of construction contracts between the Contractor and the City.

4. Construction Phase

- a. Conduct a Pre-Construction Meeting prior to the commencement of work.
- b. Receive, review, and determine the acceptability of all schedules that Contractor is required to submit to the Engineer.
- c. Make visits to the Site at intervals appropriate to the various stages of construction, as the Engineer deems necessary, to observe the progress and quality of the Contractor's executed work.
- d. Issue necessary clarifications and interpretations of the contract documents as appropriate to the orderly completion of the Contractor's work.
- e. Recommend and prepare Change Orders and Work Change Directives to Owner, as appropriate.
- f. Review and approve or take other appropriate action with respect to Shop Drawings, Samples, and other data which Contractor is required to submit.
- g. Evaluate and determine the acceptability of substitute or "or-equal" materials and methods proposed by Contractor.
- h. Review Contractor's pay applications.
- i. Conduct a final inspection to determine if the completed Work of Contractor is acceptable so that Engineer may recommend, in writing, final payment to Contractor.
- j. Engineer shall assemble and provide a final set of as-built drawings based on Contractor's field plan set, Engineer's working plan set, and the City's plan markups.

SPI PROJECT DELIVERABLES

1. Preliminary Plans and Estimate for Review
2. Unsigned Final Design Plans, Specifications, Estimate, and Contract Documents for Review
3. Final Signed and Sealed Plans, Specifications, and Contract Documents
4. As-Built Drawings

COST RESPONSIBILITIES OF ENGINEER

1. Costs for data collection required for design
2. Costs for electrical design

COST RESPONSIBILITIES OF OWNER

1. Bid advertisement costs.
2. Any construction material testing costs
3. Any necessary boundary survey or land acquisition.
4. Any costs associated with the relocation of franchise utilities

EXCLUSIONS AND EXCEPTIONS

The following services are not included with this proposal, but can be provided if required/requested under a scope and fee amendment to this proposal:

- Preparation of engineering drawings for water supply modifications.
- Preparation of stormwater runoff quantity calculations.
- Design of stormwater detention facilities.
- Preparation of stormwater runoff quality calculations.
- Design of stormwater treatment facilities.

FEE SUMMARY

Item	Fee Basis	Cost
1. Preliminary Design	Lump Sum	\$12,500
2. Final Design	Lump Sum	\$10,530
3. Bid Phase Services	Lump Sum	\$7,000
4. Construction Phase Services	Lump Sum	\$10,500
TOTAL		\$40,530

SPI will prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for Services, Additional Services, and expenses within 30 days after receipt of Engineer's invoice, then (1) the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day, and (2) in addition Engineer may, after giving seven days written notice to Owner, suspend Services under this Agreement until Engineer has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension.

**SHORT FORM OF AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of April 18, 2025 (“Effective Date”) between Village of San Leanna (“Owner”) and Schaumburg & Polk, Inc. (“Engineer”).

Owner’s Project, of which Engineer’s services under this Agreement are a part, is generally identified as follows: San Leanna North Well HMAP Generator (“Project”).

Engineer’s services under this Agreement are generally identified as follows: Professional Engineering Services Identified in a Proposal Letter with the subject, “Re: Village of San Leanna - Hazard Mitigation Assistance Project,” and dated April 14, 2025 (“Services”).

Owner and Engineer further agree as follows:

1.01 Basic Agreement and Period of Service

- A. Engineer shall provide or furnish the Services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above (“Additional Services”).
- B. Engineer shall complete its Services within a reasonable period of time.
- C. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer’s Services is impaired, or Engineer’s Services are delayed or suspended, then the time for completion of Engineer’s Services, and the rates and amounts of Engineer’s compensation, shall be adjusted equitably.

2.01 Payment Procedures

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for Services, Additional Services, and expenses within 30 days after receipt of Engineer’s invoice, then (1) the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day, and (2) in addition Engineer may, after giving seven days written notice to Owner, suspend Services under this Agreement until Engineer has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension.
- B. *Payment:* As compensation for Engineer providing or furnishing Services and Additional Services, Owner shall pay Engineer as set forth in Paragraphs 2.01, 2.02 (Services), and 2.03 (Additional Services). If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

2.02 *Basis of Payment—Lump Sum*

- A. Owner shall pay Engineer for Services as follows:
 - 1. A Lump Sum amount of \$40,530.
 - 2. In addition to the Lump Sum amount, reimbursement for the following expenses: None
- B. The portion of the compensation amount billed monthly for Engineer's Services will be based upon Engineer's estimate of the percentage of the total Services actually completed during the billing period.

2.03 *Additional Services:* For Additional Services, Owner shall pay Engineer an amount equal to the cumulative hours charged in providing the Additional Services by each class of Engineer's employees, times standard hourly rates for each applicable billing class; plus reimbursement of expenses incurred in connection with providing the Additional Services and Engineer's consultants' charges, if any. Engineer's standard hourly rates are attached as Appendix 1.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
 - 1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
 - b. By Engineer:
 - 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Engineer's Services are delayed for more than 90 days for reasons beyond Engineer's control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 5.01.i.
 - c. Engineer shall have no liability to Owner on account of a termination for cause by Engineer.
 - d. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.
 - 2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

- B. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services, and Engineer's consultants' charges, if any.

4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.
- C. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Engineer's opinions (if any) of probable construction cost are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because

Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Engineer. If Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.

- E. Engineer shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Engineer or its consultants.
- F. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:
 - 1. Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer;
 - 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants;
 - 3. Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and
 - 4. such limited license to Owner shall not create any rights in third parties.
- G. Owner and Engineer may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- H. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$100,000 or the total amount of compensation received by Engineer, whichever is greater.
- I. The parties acknowledge that Engineer's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Engineer may, at its option and without liability for

consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.

- J. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
- K. This Agreement is to be governed by the law of the state in which the Project is located.
- L. Engineer's Services and Additional Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements; or (4) providing legal advice or representation.

6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7.01 *Definitions*

- A. *Constructor*—Any person or entity (not including the Engineer, its employees, agents, representatives, and consultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- B. *Constituent of Concern*—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5101 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

8.01 *Attachments:* Proposal Letter, dated April 14, 2025 Appendix 1, Engineer's Standard Hourly Rates

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Owner: **Village of San Leanna**

Engineer: **Schaumburg & Polk, Inc.**

By: _____
Print name: _____
Title: _____
Date Signed: _____

By: _____
Print name: J. Nick DuBose, P.E.
Title: Branch Office Manager
Date Signed: _____

Engineer License or Firm's Certificate No. (if required):
F-00520
State of: Texas

Address for Owner's receipt of notices:

Address for Engineer's receipt of notices:

165 Elmhurst Drive, Suite B
Kyle, TX 78640



2025 SCHEDULE OF HOURLY RATES and EXPENSES

ADMINISTRATIVE ASSISTANT	\$ 85.00 /HOUR
INTERN	\$ 75.00 /HOUR
SURVEY CREW	\$ 180.00 /HOUR
SURVEYOR I	\$ 60.00 /HOUR
SURVEYOR II	\$ 80.00 /HOUR
SURVEYOR III	\$ 100.00 /HOUR
SURVEYOR IV	\$ 120.00 /HOUR
SURVEYOR TECH	\$ 115.00 /HOUR
RPLS	\$ 185.00 /HOUR
CONSTRUCTION REPRESENTATIVE I	\$ 100.00 /HOUR
CONSTRUCTION REPRESENTATIVE II	\$ 115.00 /HOUR
CONSTRUCTION REPRESENTATIVE III	\$ 140.00 /HOUR
DESIGN TECHNICIAN I	\$ 90.00 /HOUR
DESIGN TECHNICIAN II	\$ 105.00 /HOUR
DESIGN TECHNICIAN III	\$ 125.00 /HOUR
DESIGN TECHNICIAN IV	\$ 155.00 /HOUR
ENGINEER I / II	\$ 125.00 /HOUR
ENGINEER III	\$ 145.00 /HOUR
ENGINEER IV	\$ 165.00 /HOUR
ENGINEER V	\$ 195.00 /HOUR
ENGINEER VI	\$ 235.00 /HOUR
ENGINEER VII	\$ 270.00 /HOUR
ENGINEER VIII	\$ 285.00 /HOUR
ENGINEER IX	\$ 300.00 /HOUR

REIMBURSABLE EXPENSES	
Mileage	IRS Allowable Rate
Travel and Meal	Actual Cost x 1.10
Misc. Reimbursable	Actual Cost x 1.10

OUTSIDE CONSULTANT RATES	
Subconsultants	Actual Cost x 1.10

Schaumburg & Polk, Inc. furnishes General Liability Insurance, Professional Liability Insurance and State of Texas mandatory limits of Worker's Compensation insurance.

Preparation for and furnishing expert witness testimony will be billed at three times the hourly rates shown above for the various classifications.

Rates Effective: January 1, 2025 (*adjusted annually*)

**AGREEMENT BETWEEN VILLAGE OF SAN LEANNA AND JOHN PANNELL
FOR INSTALLATION AND USE OF FLUME WATER MONITORING DEVICE**

This Agreement is entered into on this 17th day of April, 2025, by and between the Village of San Leanna, Texas (“Village”), and John Pannell, the property owner of 708 River Oaks Dr, San Leanna, Texas (“Property Owner”).

1. Purpose

The purpose of this Agreement is to allow the Property Owner to install a compatible water meter, at their own expense, in order to utilize a Flume Water Monitoring Device (“Flume Device”) for personal water usage monitoring. This installation will serve as a limited test case and does not represent a general policy change by the Village.

2. Installation and Costs

- The Property Owner agrees to cover all costs associated with the purchase and installation of a new Village-approved water meter that is compatible with the Flume Device; \$205.15 at the time of this agreement (\$155.15 for the cost of the Sensus SRII meter and \$50 for labor/reconnection).
- Installation must be performed by the Village’s water system personnel.

3. Use of the Flume Device

- The Property Owner may attach a Flume Device to the new meter in a non-invasive manner.
- The device must not alter, tamper with, or obstruct access to the meter in any way.

4. Liability and Accuracy of Meter Readings

- The Village shall rely solely on the official meter readings for billing purposes.
- The Village makes no guarantee that the Flume Device’s readings will match the Village’s meter readings.
- The Property Owner waives any claim or dispute based on discrepancies between the Flume Device data and the Village’s official billing records.

5. Testing Period and Policy Review

- This Agreement authorizes a test period of up to 12 months, during which the Village may monitor and evaluate the impact of the Flume Device on its systems.
- Council will review any developments or available data at the 6 month mark.
- At any point during or after the test period, the Village may consider, but is not obligated to adopt, a broader policy allowing Flume Device usage for all residents.

6. Termination

- The Village reserves the right to revoke this Agreement at any time, with written notice, if the Flume Device is found to interfere with water meter operation, access, or billing.

7. Entire Agreement

This Agreement constitutes the full understanding between the parties regarding the matters herein and may only be amended in writing by mutual consent.

SIGNED:

Village of San Leanna

By: _____

Name: Molly Quirk

Title: Mayor

Date: April 17, 2025

Property Owner: John Pannell

Signature: _____

Date: April 17, 2025

Dark Sky Community Information

Key Highlights from the IDSC Guidelines:

1. **Definition of an IDSC:** An International Dark Sky Community is a legally recognized town, city, or municipality that has shown exceptional dedication to the preservation of the night sky through the implementation and enforcement of quality lighting policies, dark-sky education, and citizen support of the ideal of dark skies.
2. **Eligibility:** The community must have some type of legal organization that is officially recognized by outside groups. This can be in the form of a town, city, municipality, or other legally organized community (such as urban neighborhoods and subdivisions), but need not be an incorporated entity. Unincorporated or otherwise informally organized communities are eligible for IDSC status if their governing jurisdictions enact public policy consistent with the requirements of the guidelines that are legally binding in at least the territory of the community.
3. **Minimum Requirements for All Communities:**
 - Implementation and enforcement of quality lighting policies.
 - Dark-sky education programs for residents and visitors.
 - Citizen support for dark sky initiatives.
 - Regular monitoring and reporting of sky quality.
 - Maintenance of appropriate signage indicating the IDSC designation.
4. **Application Process:**
 - Communities must submit a comprehensive application package, including a lighting management plan, evidence of public support, and documentation of sky quality.
 - The application undergoes a review process by the IDA, with potential for provisional status if certain criteria are not yet fully met.
 - Designated communities must submit annual reports detailing activities related to the maintenance of their designation.
 - The IDA conducts periodic reviews to ensure ongoing compliance with program requirements.

What do "Quality Lighting Policies" entail?

Quality lighting policies refer to the guidelines and regulations a community implements to manage outdoor lighting in a way that minimizes light pollution, conserves energy, protects human health, and preserves the natural nighttime environment. These policies are designed to ensure that outdoor lighting is effective and efficient while preventing unnecessary brightness that disrupts the natural night sky.

For a community to qualify for the **International Dark Sky Community (IDSC)** designation, it must implement comprehensive lighting policies that meet certain standards. The exact requirements depend on the specific context of the community, but the guidelines generally focus on ensuring that lighting is well-designed, energy-efficient, and sensitive to the environment and human health.

Key Aspects of Quality Lighting Policies

Communities aiming for the IDSC designation need to develop policies that address several key aspects of outdoor lighting. Here are some core components of these policies:

1. Minimizing Light Pollution

The primary goal of a quality lighting policy is to reduce **light pollution**, which includes:

- **Skyglow:** The brightening of the night sky over populated areas.
- **Glare:** Excessive brightness that causes discomfort or hinders visibility.
- **Light Trespass:** When unwanted light spills over from one property to another.
- **Clutter:** Excessive or confusing light from multiple sources, often in urban areas.

To minimize these issues, policies should address the following:

- **Shielding Fixtures:** Lighting should be shielded so that it points downwards, preventing light from escaping into the sky. This is especially important for streetlights, parking lot lights, and other outdoor fixtures.
- **Proper Fixture Design:** Fixtures should be designed to minimize light spill and reduce glare. Full-cutoff fixtures are typically recommended, which direct all light downward and prevent it from radiating horizontally or upwards.
- **Limit on Brightness:** Outdoor lighting should have a maximum brightness (measured in lumens or lux), especially for areas where it's not needed, like residential streets or rural areas. The goal is to use only the amount of light necessary for safety and functionality.

2. Energy Efficiency

Another important component is **energy-efficient lighting**. Communities are encouraged to:

- **Use LED Technology:** LEDs are highly energy-efficient and have a longer lifespan compared to traditional lighting technologies like incandescent or halogen bulbs. These fixtures also offer more control over light output.
- **Dimming and Motion Sensors:** Policies can encourage or mandate the use of dimming systems or motion sensors in areas like parking lots or streetlights. These systems ensure that lights are bright when needed (e.g., when a person is present) but dim or turn off when not in use, reducing both light pollution and energy consumption.

3. Lighting Zones

Communities may be required to establish different **lighting zones** based on the intended use of the area, such as:

- **Residential Zones:** These zones may have stricter lighting regulations to avoid glare and light trespass into homes. Outdoor lighting should be limited to what's necessary for security and comfort, using lower-intensity lighting.
- **Commercial and Urban Zones:** In these areas, more lighting might be allowed, but still within certain limits. Commercial zones should use appropriate lighting to prevent light pollution while maintaining visibility and safety.
- **Natural or Conservation Areas:** These zones require the most stringent regulations to preserve the night sky and protect wildlife. Here, outdoor lighting should be as minimal as possible, and dark sky-friendly lighting is essential.

4. Nighttime Curfew for Lighting

In some communities, there may be a **nighttime curfew for lighting**. This involves:

- **Turning off Non-Essential Lighting:** Unnecessary lighting, such as advertising signs, decorative lights, or lighting in vacant buildings, should be turned off during late hours (e.g., midnight to 6 a.m.).

- **Public Area Lighting:** For public safety, some lighting (e.g., streetlights) should remain on but dimmed or reduced in intensity during late-night hours.

5. Regulation of Temporary and Festive Lighting

Temporary and festive lighting, such as holiday displays or events, should be regulated to ensure they do not disrupt the natural environment or other properties. Policies may limit:

- **Duration of Use:** Temporary lighting should be used for specific periods (e.g., holiday lights should only be on during the holiday season).
- **Intensity:** Such lighting should be appropriately dimmed or shielded to prevent excessive light pollution.

How Strict Does the Community Need to Be?

For a community to qualify for the **International Dark Sky Community (IDSC)** designation, its lighting policies need to meet a **minimum standard** that demonstrates a significant commitment to reducing light pollution and preserving the night sky. The community doesn't need to implement the strictest possible lighting regulations, but they must take meaningful action to address light pollution.

Levels of Strictness

1. **Basic Compliance:** At a minimum, communities must have:
 - A lighting policy that encourages or mandates the use of fully shielded lighting fixtures.
 - Limits on the amount of light used in both residential and commercial areas.
 - Adoption of energy-efficient technologies, like LED lights.
2. **Moderate Commitment:** A community with a moderate commitment will:
 - Implement lighting curfews or dimming systems for non-essential lighting.
 - Establish zoning regulations that protect dark sky areas, like residential neighborhoods and conservation areas.
 - Take action on regulating temporary lighting (e.g., holiday lights).
3. **Comprehensive, Advanced Policies:** Communities striving for a high level of dark sky preservation may:
 - Use extensive zoning and lighting regulations with strong enforcement mechanisms.
 - Continuously monitor and adjust lighting policies based on sky quality measurements.
 - Integrate public education programs and ensure regular compliance audits.
 - Implement lighting policies that are among the most stringent in the region or state.

Key Steps for Qualifying Communities

- **Comprehensive Lighting Ordinances:** A solid, enforceable lighting ordinance that includes rules for outdoor lighting design, light curfews, energy efficiency, and temporary lighting.
- **Enforcement:** Clear mechanisms for enforcement of these policies, such as building permits that require the use of dark-sky-friendly fixtures or regular inspections for compliance.
- **Public Engagement:** Communities must demonstrate a clear public commitment through education programs, public hearings, and support from local residents and businesses.

Enforcement of Lighting Regulations on Existing Lights

To qualify for the **International Dark Sky Community (IDSC)** designation, a community would typically need to **enforce lighting regulations on existing lights**, not just new installations. This is an important part of demonstrating a genuine commitment to preserving the night sky and reducing light pollution.

Here's how enforcement of lighting regulations on **existing lights** can be structured:

1. Retrofit Requirements

- Communities may need to require the **retrofit of existing lighting** to meet dark sky-friendly standards. This could involve upgrading outdoor lighting fixtures to **fully shielded** fixtures that direct light downward rather than letting it spill into the sky.
- **Energy-efficient lighting** may also be mandated for retrofits, such as replacing old incandescent bulbs with **LEDs** to reduce energy consumption and improve the quality of the lighting.

2. Grandfather Clauses and Phased Implementation

- Some communities may offer **grandfather clauses** for lighting that was installed before the dark sky policies were adopted. However, these existing lights would still need to be retrofitted or replaced within a certain period, often within a few years of the new ordinance being enacted.
- A **phased implementation** strategy may be used to allow time for property owners to comply with the new regulations. For example, businesses or residential properties with non-compliant lighting might be given a grace period of 3 to 5 years to update their lighting.

3. Inspection and Monitoring

- Local authorities may need to establish a process for inspecting existing lighting in **public spaces, businesses, and residential areas** to ensure compliance with dark sky-friendly lighting standards.
- The community could implement **complaint-based enforcement**, where residents or stakeholders report non-compliant lighting, and the local government would investigate and request changes.
- **Periodic audits** may also be carried out, particularly in areas with high levels of public or commercial activity, to ensure continued compliance with the lighting regulations.

4. Enforcement Mechanisms

- Local governments would likely need to incorporate **enforcement provisions** into their lighting ordinances. This could include:
 - **Fines or penalties** for property owners who fail to comply with retrofit requirements or continued non-compliance after a grace period.
 - **Mandatory corrections** to lighting fixtures that violate the regulations, with the possibility of an abatement procedure to fix the issue if the owner doesn't take action.
 - **Permitting and inspections** that ensure any new lighting installations are compliant with dark-sky standards, as well as reviews of lighting plans when businesses or property owners apply for new construction or renovations.

5. Incentive Programs

- Instead of relying solely on penalties, communities can implement **incentive programs** to encourage the retrofitting of existing lighting. These programs might include:

- **Subsidies** or **rebates** for property owners who replace non-compliant lights with energy-efficient, shielded lights.
- **Tax breaks** or **reduced permit fees** for businesses or residential areas that comply with dark-sky lighting policies early or make significant improvements to their lighting systems.

6. Public Education and Outreach

- Public education is a critical part of enforcing existing lighting regulations. Communities should offer information to residents, business owners, and property managers about the **importance of dark-sky lighting**, the benefits of retrofitting, and the specific standards they must meet.
- Engaging the community through **outreach programs** (e.g., workshops, online resources) helps build support for the regulations and encourages voluntary compliance.

How Strict Does the Enforcement Need to Be?

The level of **strictness in enforcement** can vary depending on the community's goals, available resources, and the practicalities of implementing change. However, for an IDSC designation, communities should show that they have **taken meaningful steps** to ensure that existing lighting is brought into compliance over time. This means:

- Implementing **clear retrofit timelines** for existing fixtures.
- Establishing a mechanism for **inspections and monitoring**.
- Enforcing compliance with fines or corrective actions where necessary.

Summary

In short, to qualify for the IDSC designation, a community will likely need to **enforce lighting regulations on existing lights**. This enforcement might involve requiring retrofits or upgrades to bring existing lighting in line with dark sky standards. Although some flexibility (e.g., grandfather clauses or grace periods) may be given, the community must show a commitment to improving existing lighting and minimizing its impact on the night sky.

ESTIMATE

Flowman Inspection and Repairs LLC
5500 County Road 200
Liberty Hill, TX 78642

flowmaninspectionandrepairsllc@gmail.com
+1 (512) 705-4410



Bill to

Rebecca Howe
Village of San Leanna
11902 Sleepy Hollow Rd
Manchaca, TX 78652 USA

Ship to

Rebecca Howe
Village of San Leanna
11902 Sleepy Hollow Rd
Manchaca, TX 78652 USA

Estimate details

Estimate no.: 1378
Estimate date: 04/16/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Fire Hydrant Repair	Village of San Leanna Fire Hydrant Repair-repaint fire hydrants	32	\$35.00	\$1,120.00
2.		Fire Hydrant Parts	Village of San Leanna Materials	1	\$100.00	\$100.00
3.		Truck charge	Village of San Leanna Truck Charge	2	\$50.00	\$100.00
4.		Credit Card Processing Fee	Village of San Leanna Fee charged to Flowman for Credit Card Transactions received.	1	\$40.00	\$40.00
					Subtotal	\$1,360.00
					Sales tax	\$8.25
					Total	\$1,368.25

Accepted date

Accepted by

**VILLAGE OF SAN LEANNA
GENERAL FUND REPORT
3-1-2025 -- 3-31-2025**

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	\$5,386.92	\$283,755.71	\$289,142.63	\$5,857.37	\$295,000.00
102	FRANCHISE TAXES	\$43.43	\$11,504.55	\$11,547.98	\$3,452.02	\$15,000.00
103	INTEREST	\$2,288.51	\$7,959.19	\$10,247.70	(\$8,747.70)	\$1,500.00
104	BUILDING PERMITS	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00
106	MISCELLANEOUS	\$150.00	\$650.00	\$800.00	(\$700.00)	\$100.00
107	TRANSFER FROM RESERVE	\$0.00	\$0.00	\$0.00	\$25,278.00	\$25,278.00
108	REAL PROPERTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>TOTALS:</u>		\$7,868.86	\$303,869.45	\$311,738.31	\$30,139.69	\$341,878.00

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>AMENDED BUDGET</u>
112	ROAD MAINTENANCE	\$0.00	\$17,150.17	\$17,150.17	\$22,849.83	\$40,000.00
113	CITY ADMINISTRATOR	\$2,694.93	\$19,641.29	\$22,336.22	\$23,076.78	\$45,413.00
114	TML INSURANCE	\$980.00	\$5,928.02	\$6,908.02	\$1.98	\$6,910.00
115	LEGAL	\$0.00	\$25.00	\$25.00	\$4,975.00	\$5,000.00
116	TAXES	\$0.00	\$3,070.93	\$3,070.93	\$3,501.07	\$6,572.00
117	ENVIRONMENTAL MAINTENANCE	\$800.00	\$5,563.61	\$6,363.61	\$26,136.39	\$32,500.00
118	PUBLIC INFORMATION	\$250.53	\$99.99	\$350.52	\$449.48	\$800.00
119	AUDIT	\$0.00	\$0.00	\$0.00	\$8,000.00	\$8,000.00
120	SECURITY LIGHTS	\$254.76	\$1,273.80	\$1,528.56	\$1,671.44	\$3,200.00
121	OFFICE EXPENSES	\$296.31	\$2,555.45	\$2,851.76	\$3,148.24	\$6,000.00
122	ORG. MEMBERSHIP DUES	\$0.00	\$801.90	\$801.90	\$198.10	\$1,000.00
123	APPRAISALS	\$387.32	\$387.32	\$774.64	\$825.36	\$1,600.00
124	BUILDING INSPECTIONS	\$740.00	\$275.00	\$1,015.00	\$3,985.00	\$5,000.00
125	MISCELLANEOUS	\$240.00	\$1,051.24	\$1,291.24	\$208.76	\$1,500.00
126	ARBORIST	\$780.00	\$3,870.00	\$4,650.00	\$9,130.00	\$13,780.00
128	COUNCIL EXPENSES	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
129	PUBLIC AFFAIRS	\$26.04	\$1,052.55	\$1,078.59	\$2,421.41	\$3,500.00
130	COMMUNITY CENTER	\$197.20	\$1,117.98	\$1,315.18	\$1,684.82	\$3,000.00
131	ENGINEER	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00
132	FLOOD PREVENTION	\$0.00	\$6,300.00	\$6,300.00	\$43,700.00	\$50,000.00
133	EMPLOYEE REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00
134	HEALTH DEPT. CONTRACT	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
135	PUBLIC SAFETY	\$0.00	\$794.94	\$794.94	\$705.06	\$1,500.00
136	ADVISOR	\$823.50	\$4,900.00	\$5,723.50	\$6,276.50	\$12,000.00
137	EMPLOYEE BENEFIT STIPEND	\$210.87	\$1,250.00	\$1,460.87	\$1,539.13	\$3,000.00
<u>TOTALS:</u>		\$8,681.46	\$78,609.19	\$87,290.65	\$166,284.35	\$253,575.00

**VILLAGE OF SAN LEANNA
WATER FUND REPORT
3-1-2025 -- 3-31-2025**

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	\$11,673.29	\$59,881.09	\$71,554.38	\$53,445.62	\$125,000.00
202	WATER TAP FEES	\$0.00	\$0.00	\$0.00	\$9,600.00	\$9,600.00
203	METER DEP/CONNECT FEES	\$0.00	\$150.00	\$150.00	\$850.00	\$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	\$9,507.00	\$9,507.00
<u>TOTALS:</u>		\$11,673.29	\$60,031.09	\$71,704.38	\$73,502.62	\$145,207.00

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	\$2,975.00	\$14,875.00	\$17,850.00	\$17,850.00	\$35,700.00
211	DISTRICT FEES	\$51.38	\$3,244.06	\$3,295.44	\$2,904.56	\$6,200.00
212	MAINTENANCE/REPAIR	\$1,509.62	\$5,361.72	\$6,871.34	\$23,128.66	\$30,000.00
213	ELECTRICITY	\$646.58	\$3,738.89	\$4,385.47	\$4,614.53	\$9,000.00
214	BOOKKEEPER	\$1,347.47	\$9,820.63	\$11,168.10	\$11,538.90	\$22,707.00
215	BILLING SUPPLIES	\$152.01	\$506.17	\$658.18	\$1,241.82	\$1,900.00
216	METER READER	\$318.61	\$1,487.22	\$1,805.83	\$2,394.17	\$4,200.00
217	METER REFUNDS	\$100.00	\$200.00	\$300.00	\$700.00	\$1,000.00
218	MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
220	CITY OF AUSTIN CONTRACT	\$0.00	\$0.00	\$0.00	\$5,200.00	\$5,200.00
221	CITY OF AUSTIN WATER	\$1,661.86	\$8,728.17	\$10,390.03	\$14,609.97	\$25,000.00
222	ASSISTANT WATER OPERATOR	\$350.00	\$1,750.00	\$2,100.00	\$2,100.00	\$4,200.00
TOTALS:		\$9,112.53	\$49,711.86	\$58,824.39	\$86,382.61	\$145,207.00

CHECKING ACCOUNT BALANCE:

BEGINNING BALANCE	\$33,465.20	\$53,007.35
TOTAL REVENUES	\$19,542.15	
TRANSFER-TEXPOOL	\$0.00	
TOTAL EXPENSES	\$17,793.99	
TRANSFER-TEXPOOL	\$0.00	
INTEREST RET-TEXPOOL	\$2,288.51	\$20,082.50

ENDING BALANCE		\$32,924.85
CHECKBOOK BALANCE		\$32,924.85

TEXPOOL BALANCE:

BEGINNING BALANCE	\$621,642.39
DEPOSITS	\$0.00
INTEREST	\$2,288.51
TOTAL	\$623,930.90

WITHDRAWALS	\$0.00
ENDING BALANCE	\$623,930.90

**VILLAGE OF SAN LEANNA
FINANCIAL REPORT
3-1-2025 -- 3-31-2025**

ROAD IMPROVEMENT FUND 2022 - 2025

<u>REVENUES</u>	<u>BUDGET 24-25</u>			
301 CAPITAL METRO - BTC FUNDING 2022-2025	\$0.00	\$0.00	\$19,500.00	\$19,500.00
302 TRANSFER - CAPITAL METRO - RESERVED	\$0.00	\$0.00	\$0.00	\$0.00
303 CAPMETRO - BTC - PROJECT REIMBURSE	\$0.00	\$0.00	\$0.00	\$0.00
304 TRANSFER - ROAD PROJECT RESERVED F	\$0.00	\$0.00	\$0.00	\$0.00
<u>TOTALS:</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$19,500.00</u>	<u>\$19,500.00</u>

<u>EXPENSES</u>				
310 ROAD IMPROVEMENT - TBD	\$0.00	\$0.00	\$0.00	\$0.00
311 MISC	\$0.00	\$0.00	\$0.00	\$0.00
<u>TOTALS:</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

CORONAVIRUS LOCAL FISCAL RECOVERY FUNDING (CLFRF) - ARPA

<u>REVENUES:</u>	<u>CURRENT MONTH</u>	<u>YTD TOTAL</u>	<u>DIFFERENCE</u>	<u>BUDGET 24-25</u>
501 CORONAVIRUS LOCAL FISCAL RECOVERY FUI	\$0.00	\$0.00	\$0.00	\$0.00
502 CLFRF RESERVE FUNDING	\$0.00	\$0.00	\$9,921.28	\$9,921.28
<u>TOTALS:</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$9,921.28</u>	<u>\$9,921.28</u>

<u>EXPENSES:</u>				
510 WATER SYSTEM IMPROVEMENTS - NORTH WE	\$0.00	\$601.28	\$0.00	\$601.28
511 WATER SYSTEM IMPROVEMENTS - SOUTH WE	\$0.00	\$0.00	\$0.00	\$0.00
512 PUBLIC HEALTH / INFRASTRUCTURE	\$0.00	\$8,455.00	\$865.00	\$9,320.00
<u>TOTALS:</u>	<u>\$0.00</u>	<u>\$9,056.28</u>	<u>\$865.00</u>	<u>\$9,921.28</u>

HAZARD MITIGATION GRANT PROGRAM (HMPG) - GENERATOR

<u>REVENUES:</u>	<u>CURRENT MONTH</u>	<u>YTD TOTAL</u>	<u>DIFFERENCE</u>	<u>BUDGET 24-25</u>
601 HAZARD MITIGATION GRANT FUNDING	\$0.00	\$0.00	\$139,426.20	\$139,426.20
602 LOCAL (10%) SHARE FUNDING - RESERVE	\$0.00	\$0.00	\$15,491.80	\$15,491.80
<u>TOTALS:</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$154,918.00</u>	<u>\$154,918.00</u>

<u>EXPENSES:</u>				
610 GENERATOR PROJECT	\$0.00	\$0.00	\$154,918.00	\$154,918.00
<u>TOTALS:</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$154,918.00</u>	<u>\$154,918.00</u>

RESERVED FUND BALANCES

<u>WATER FUND CONTINGENCY</u>	\$ 35,000.00	\$ 35,000.00
<u>ROAD FUND:</u>		
RESTRICTED CAPITAL METRO	\$ 70,805.00	\$ 70,805.00
RESERVE FOR PROJECTS	<u>\$ 70,805.00</u>	<u>\$ 70,805.00</u>
TOTAL ROAD RESERVE	\$ 141,610.00	\$ 141,610.00
<u>GENERAL FUND CONTINGENCY</u>	\$ 47,000.00	\$ 47,000.00
<u>CLFRF - ARPA FUND RESERVE</u>	\$ 865.00	\$ 865.00
CURRENT BUDGET RESERVE	<u>\$ 430,632.59</u>	<u>\$ 432,380.75</u>
Funds exceeding EOY Anticipated Expenses & Reserves	<u>\$ 161,151.64</u>	<u>\$ 179,713.79</u>
TOTAL TEXPOOL AND CHECKBOOK	\$ 655,107.59	\$656,855.75
<u>TOTAL ALL RESERVED FUNDS</u>	<u>\$ 224,475.00</u>	<u>\$ 224,475.00</u>
<u>UNALLOCATED AVAILABLE FUNDS</u>	<u>\$ 161,151.64</u>	<u>\$ 179,713.79</u>