

THE VILLAGE OF SAN LEANNA
AGENDA
Regular Board of Aldermen Public Meeting
Thursday, November 20, 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 October 16, 2025

B) CITIZENS' COMMUNICATION

- 1) Arborist, Cahir Doherty
- 2) Citizen Communication

C) ITEMS SCHEDULED FOR ACTION

- 1) Consideration to ratify Mayoral Arbor Day Celebration Proclamation
- 2) Designation, by Resolution 24-009, of official newspaper for publication of required notices.
- 3) Consideration of updated User Drought Contingency Plan.
- 4) Discussion and possible action pertaining to Community Center renovation (including painting, maintenance, light fixture replacement) for December 2025 – January 2026 completion.
- 5) Consideration to cancel December 2025 Board of Aldermen meeting
- 6) Review and approve financial report and reconciliation for October 2025.

D) ITEMS SCHEDULED FOR DISCUSSION

E) REPORTS AND INFORMATION

- 1) Mayor's Report..... Updates re: meetings/symposiums,
- 2) Zoning Report.....
Certificates of Use:
Active Building permits:
- 3) Administrative Report... surveys/reports, complaints, admin updates
- 4) Roads..... Current road maintenance needs, road improv. projects, street signs, speed humps
- 5) Public Affairs..... newsletter, Community events
- 6) Public Safety..... Neighborhood Watch, 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, trash/recycling, burn piles

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 _____ October, 13 2025

Rebecca Howe, City Administrator

**THE VILLAGE OF SAN LEANNA
MINUTES**

Regular Board of Aldermen Public Meeting

Thursday, October 16, 2025

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

A. MEETING CALLED TO ORDER

Present: Molly Quirk, Helen Rockenbaugh, Stephanie Grayson, Danny Villarreal, Jonathan Fein, Mary Wright

Helen Rockenbaugh moved to approve the minutes of the Regular B of A Meeting & Public Hearing on September 18, 2025; Danny Villarreal seconded; motion carried with a vote of 5 in favor – 0 opposed.

B. CITIZENS' COMMUNICATION

1. Arborist Cahir Doherty provided an update on the Village's trees, noting drought stress and sick oaks on the corner of Ridge Dr and Chapel Ln. Mr. Doherty and Council discussed tree watering during drought.

C. ITEMS SCHEDULED FOR ACTION

1. The Council received an update on the Oak Wilt project. Rebecca Howe presented a new map recommendation based on feedback from arborist, Cahir Doherty, and the Texas Forest Service. Danny Villarreal moved to approve the altered trench line for oak wilt management at the Katy Ln infection center; Helen Rockenbaugh seconded; motion carried with a vote of 5 in favor – 0 opposed.
2. The Council reviewed the proposed Community Center renovation plans, including painting, maintenance, and light fixture replacements, with completion targeted for December 2025 – January 2026. Danny Villarreal moved to approve the renovation quote and move forward; Helen Rockenbaugh seconded; motion carried with a vote of 5 in favor – 0 opposed.
3. The Council discussed the proposed Interlocal Agreement with Travis County ESD 5 for Fire Code Compliance Services, noting that the Village would first need to adopt a Fire Code. Jonathan Fein moved to table the agreement for further consideration when Fire Code information was available; Danny Villarreal seconded; motion carried with a vote of 5 in favor – 0 opposed.
4. The updated Financial Policy for FY 25-26 was presented and discussed. Helen Rockenbaugh moved to adopt the updated Financial Policy by Resolution 25-007; Jonathan Fein seconded; motion carried with a vote of 5 in favor – 0 opposed.
5. The updated Investment Policy for FY 25-26 was reviewed. Danny Villarreal moved to approve the updated Investment Policy via Resolution 25-008; Jonathan Fein seconded; motion carried with a vote of 5 in favor – 0 opposed.
6. The FY 24-25 Reconciliation Report was presented. Danny Villarreal moved to approve the report; Jonathan Fein seconded; motion carried with a vote of 5 in favor – 0 opposed.
7. The financial report and reconciliation for September 2025 were reviewed. Danny Villarreal moved to approve the financial report; Helen Rockenbaugh seconded; motion carried with a vote of 5 in favor – 0 opposed.

D. ITEMS SCHEDULED FOR DISCUSSION

1. The Council discussed areas with resident requests for new speed bumps and existing speed bump repairs. Plans were finalized for acquiring quotes for speed mitigation work.

E. REPORTS AND INFORMATION

1. Mayor's Report – Mayor Molly Quirk reported on a successful National Night Out and legislative updates.
2. Zoning Report – Claire Dunn reported on a new certificate of occupancy at 410 River Oaks. Ms. Dunn also reported on open permits and new work throughout the Village that did not require permits such as siding repair, window, floor, and roof projects. Council discussed updates on the permit application for the unpermitted shed at 11401 Sombrero Dr.
3. Administrative Report – Rebecca Howe updated the council on the TCEQ Water Compliance Inspection and meeting with the engineers regarding the generator design plans. Ms. Howe had been busy with Audit tasks and shared information about a recurrent loose dog and a loose tortoise in the Sleepy Hollow Dr and Bluebonnet Ln areas. Council discussed the update to Barton Springs Edwards Aquifer Conservation District drought designation names.
4. Roads – Danny Villarreal discussed ongoing crack and pothole filling and quotes for speed humps throughout the Village.
5. Public Affairs – Mary Wright report on upcoming events including a Fire Station Movie Night featuring The Goonies and Trunk or Treat on October 25th.
6. Public Safety – Stephanie Grayson updated council on a very successful National Night Out Event on October 7th, noting a very nice turn out from first responders.
7. Water – Jonathan Fein reported on the drought status and the status of the water system. The Aquifer District was in Stage 3 Exceptional Drought Status with a mandatory 40% conservation period. Council discussed BSEACD's restructuring of drought levels. The City of Austin was in Conservation Stage. Mr. Fein reported that the water system was running smoothly and that well levels had fallen 12.8 ft. since the previous month, to a level of 160 ft. The burn ban was in effect.
8. Environmental – Helen Rockenbaugh reported on plans for the Arbor Day event and the planned tree giveaway. Mrs. Rockenbaugh also reported on a pollinator garden received through a program at the Native Texas Tree Nursery.

F. ADJOURNMENT

Helen Rockenbaugh moved to adjourn the meeting; Stephanie Grayson seconded; meeting adjourned at 8:36 pm.



OFFICIAL PROCLAMATION

WHEREAS in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, *and*

WHEREAS this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, *and*

WHEREAS Arbor Day is now observed throughout the nation and the world, *and*

WHEREAS trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, *and*

WHEREAS trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, *and*

WHEREAS trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, *and*

WHEREAS trees — wherever they are planted — are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Molly Quirk, Mayor of the City of Village of San Leanna, do hereby proclaim November 8, 2025 as **ARBOR DAY**. In the City of Village of San Leanna, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, *and*

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

DATED THIS 24th day of October, 2025

Mayor _____

RESOLUTION NO. R 25-009

**A RESOLUTION OF THE VILLAGE OF SAN LEANNA, TEXAS,
DESIGNATING AN OFFICIAL NEWSPAPER FOR FISCAL YEAR 2025-2026**

WHEREAS, the Village of San Leanna is required to adopt an official municipal newspaper at the beginning of each fiscal year, as per Chapter 52.004 of the Texas Local Government Code; and

WHEREAS, The Hays Free Press, a newspaper published in the City of Kyle, has a local circulation, is printed once per week, and meets the statutory requirements for official newspapers;

NOW, THEREFORE, BE IT RESOLVED,

That the Board of Aldermen of the Village of San Leanna hereby designates the Hays Free Press as the official newspaper for publication of all notices required by Texas state law during FY 2025-2026.

PASSED AND APPROVED on this 18th day of November, 2025 by a vote of ____ in favor ____ opposed.

Molly Quirk
Mayor, Village of San Leanna

Attest:

Rebecca Howe
City Administrator



Historic Edwards User Drought Contingency Plan

For
Village of San Leanna

Retail Public Water Supplier Permittee

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INTRODUCTION

This UDCP will enable the Village of San Leanna to manage its water system and water resources in a conscientious, fair, and appropriate manner during certain situations when water use reductions are necessary. It is not designed to punish, stigmatize, or criticize anyone about their usage of water. Its sole intent is to maintain an adequate supply of water during the various stages of drought conditions or other water supply emergencies, which may occur from time to time.

The Permittee believes that significant reductions in water usage can be achieved through drought triggered water use restrictions and voluntary efforts. Implementation of voluntary water conservation measures and conscientious water use practices are encouraged at all times; however, additional water use restrictions are required in cases of extreme drought, periods of abnormally high usage, system contamination, or extended reduction in ability to supply water due to equipment failure. During drought, these efforts, if sufficiently effective, may delay the depletion of spring flows at Barton Springs and aquifer water levels until sufficient recharge is available to replenish the Aquifer. Should drought conditions reach more severe levels, the permittee has planned and is prepared to restrict or curtail certain types of usage.

SECTION 1. Declaration of Policy, Purpose, and Intent

The Village of San Leanna, in its continuing effort to maintain an adequate supply of high quality water, has prepared this UDCP with the guidance of the Barton Springs/Edwards Aquifer Conservation District (District). In order to maintain supply, storage, or pressure; or to comply with regulatory requirements, temporary restrictions may be instituted to limit nonessential water usage. This UDCP satisfies and complies with District Rules 3-7.5 and 3-7.7 related to Drought Management.

I, *Mayor Molly Quirk*, being the responsible official for the Village of San Leanna, agrees to comply with all the applicable District Rules and the measures of the enclosed User Drought Contingency Plan, and to officially adopt the enclosed plan through the appropriate vehicle (i.e. ordinance, TCEQ tariff amendment, resolution, policy amendment, etc.)

_____(Signature of Responsible Official) _____(Date)

SECTION 2. Drought Notice

The District will notify permittees of the implementation or termination of each stage of the water restriction program. Permittees must then inform all facility personnel and/or tenants prior to implementation or termination of each stage of the water restriction program. Notice of the District declaration must be provided at least 72 hours prior to the start of water use restrictions. Notice posted onsite at the facility should contain the following information:

1. the date restrictions will begin
2. the circumstances that triggered the restrictions
3. the stages of response and explanation of the restrictions to be implemented

Upon notification of a Drought stage declaration by the District, the permittee will activate the respective response measures of its UDCP. The Permittee will perform the recommended and mandatory actions specified in this UDCP. The Permittee will curtail pumpage according to the following curtailment schedule:

Drought Curtailment Chart						
	Edwards Aquifer					Trinity Aquifer
	Historical	Conditional				Historical
		Class A	Class B	Class C	Class D	
No Drought	0%	0%	0%	0%	0%	0%
Water Conservation (Voluntary)	10%	10%	10%	10%	10%	10%
Alarm	20%	20%	50%	100%	100%	20%
Critical	30%	30%	75%	100%	100%	30%
Exceptional	40%	50% ¹	100%	100%	100%	30%
Emergency Response Period	50% ³	>50% ²	100%	100%	100%	30%

- 1) Only applicable to Edwards LPPs and existing unpermitted nonexempts after A to B reclassification triggered by Exceptional Stage declaration
- 2) Curtailment > 50% subject to Board discretion
- 3) ERP (50%) curtailments become effective October 11, 2015. ERP curtailments to be measured as rolling 90-day average after first three months of declared ERP.

SECTION 3. Alternate Water Sources

The permittee will identify an alternate water source or other contingency to be utilized or implemented directly by the permittee to manage limited water supplies in the event of water supply contamination, system outage, or conditional permit curtailments. The alternate supply or other contingency shall be evidenced by documentation (contracts, affidavits, etc.) that demonstrates the availability when needed. **If no alternate water sources are identified, please provide a descriptive explanation as to why.**

The current available water sources and alternate contingency sources for the Permittee include:

Source: City of Austin

Source: _____

SECTION 4. Coordination with Regional Water Planning Groups

The Permittee's water service area is located within the following listed Regional Water Planning Areas. A copy of this Drought Contingency Plan has been provided to those applicable regional water planning groups.

- ☐ Region K Lower Colorado
- ☐ Region L South Central Texas

SECTION 5. Public Information

The permittee will periodically provide retail water customers and the public with information about this Plan, including information about the conditions under which each stage of the Plan is to be initiated or terminated and the drought response measures to be implemented in each stage. This information will be provided by means such as public meetings, via billing invoices, websites, public notice, news media announcement, or electronic mail etc. Customer notification of the initiation or termination of drought responses stages will be made by certified mail.

An opportunity for the public to provide input in the initial preparation and future revisions of the Plan will be provided by the Permittee via means such as a public meeting, via billing invoices, websites, public notice, news media announcement, or electronic mail etc. Documentation of these efforts will be provided to the District for record.

SECTION 6. Enforcement Procedure

The UDCP must include a means of implementation and enforcement in accordance with District Rule 3-7.5 (E). Specifically, each permittee must: 1) develop and implement procedures for enforcing this UDCP and 2) incorporate all enforcement measures and surcharges available to CCN holders under TCEQ rules; and 3) inform Permittee customers or facility personnel of the authority and intent to enforce the measures of the UDCP.

SECTION 7. Drought Stage Triggers and Responses

Permit Type: Historic Edwards	
No Drought	No curtailment
Water Conservation (Voluntary)	10% curtailment
Stage 1 Alarm	20% curtailment
Stage 2 Critical	30% curtailment
Stage 3 Exceptional	40% curtailment
Stage 4 Emergency Response Period	50% curtailment

Water Conservation Period and Drought Stage Responses

Water Conservation Period
This period will be in effect between May 1 and September 30 every year when not already in a declared drought period. <u>The Village of San Leanna</u> will be expected to follow voluntary water use measures during this water conservation period. This status will be prominently noted on the next regular billing cycle but not more than 20 days following May 1.
INITIATION: The Permittee will recognize that Water Conservation Period exists when the District issues a Water Conservation Period declaration. This water conservation period will be in effect between May 1 and September 30 every year when not already in a declared drought period. The permittee will be expected to follow voluntary water use measures during this water conservation period. This status will be prominently noted on the next regular billing cycle but not more than 20 days following May 1.
TERMINATION: The Permittee will recognize that Water Conservation Period may be rescinded when the District issues a No-Drought declaration or has declared a different drought stage. This water conservation period will not be effective during October 1 and April 30 every year.
Goal: Voluntary overall 10% monthly reduction. User Recommended Actions: <u>Indoor</u> • Check for toilet and faucet leaks and repair any found leaks immediately. • Use water displacement device in toilet tank or replace older model toilets with HET models when possible. • Install aerators on faucets. • While waiting for hot water to reach faucet, catch cold water in a container to be reused. • Don't leave faucets running when not in use. • Never use the toilet to dispose of trash. • Only run dishwasher with full load. • Keep drinking water in a container in the refrigerator. • Reduce use of garbage disposal. • Wash only full loads of laundry. • Turn off master water shutoff when out of town or on vacation. • Draw less water for bath or reduce shower time. • Do not over water houseplants. <u>Outdoor</u> • Comply with 5-day schedule for lawn watering and always only before 10am and after 7pm. • For Automatic Sprinkler systems: ▪ check sprinkler heads regularly to prevent clogging ▪ adjust to eliminate overspray and ▪ adjust run times and frequency monthly to respond to water schedules and changing rainfall and temperature conditions. • Use hand held hose, drip irrigation, or soaker hoses for trees, garden, non-turf areas and bedded plants. • Avoid watering on windy days. • Cut lawns on highest setting and leave lawn clippings on lawn instead of bagging. • For hose-end sprinklers - use sprinkler timers to limit water duration. • Use mulch to conserve soil moisture. • Limit vehicle washing except when conducted with a bucket or hand-held hose with an automatic shutoff

device during designated watering days and times (if possible, use a commercial car wash that recycles water).

- Wash vehicles over lawn areas where possible.
- Vehicle wash fundraisers should be conducted at a commercial vehicle wash facility using such facilities equipment.
- Keep pools covered when not in use.
- Limit pool filter backwashing to only when necessary.
- No washing of driveways, sidewalks, or streets.
- Utilize supplemental water sources where possible (e.g. purchased water, collected rainwater, etc.).
- Utilize water reuse where possible.

Utility Recommended Actions:

- Promote the water conservation BMPs listed in Appendix A through website and print materials.
- Utility employees and system operators should regularly monitor the service area for occurrences of waste.
- Visually inspect lines and repair leaks on a regular basis.
- Place yard signs and/or posters in visible places within the service area to remind users of the “Water Conservation Period” (please use this terminology).
- Include historic water use and customer water use comparisons to customers upon request. Include on each water bill a conspicuous reminder of “Water Conservation Period” (please use this terminology) and a link to the District’s web site.

The Village of San Leanna will continue the interconnection/contract with the City of Austin for wholesale purchase of water.

Penalties or Consequences:

Notices for waste and/or for monthly consumption in excess of 35,000 gallons/connection.

Alarm Stage Drought

Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in an **Alarm Stage Drought**, the Village of San Leanna will activate the **Alarm Stage** measures of its UDCP.

INITIATION:

The Permittee will recognize that Stage 1 Alarm Drought exists upon receiving notification from the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in a Stage 1 Alarm Drought; the permittee will activate the Stage 1 Alarm Drought measures of its UDCP.

TERMINATION:

The Permittee will recognize that Stage 1 Alarm Drought may be rescinded upon receiving notification from the Barton Springs/ Edwards Aquifer Conservation District that the District has declared No-Drought or has declared a different drought stage.

Requirement: Mandatory overall minimum 20% monthly reduction plus additional curtailments as directed by District Rules.

User/Utility Recommended Actions:

- Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period.

User Mandatory Actions:

- Maximum allowable monthly consumption of the greater of 12,000 gallons/connection or 4,000 gallons/capita.
- Irrigation with hose-end sprinklers and automatic irrigation systems shall be permitted in accordance with a 5-day watering schedule and only before 8 am and after 8 pm
- Irrigation by means of soaker hoses or drip irrigation shall be permitted at any time on designated watering days.
- Irrigation by means of a hand-held hose with an automatic shutoff device or faucet-filled bucket or watering can of five (5) gallons or less shall be permitted on any day before 10am and after 7pm.
- Use of soaker hoses for foundation protection shall be limited to designated watering days.
- Vehicle washing shall be prohibited except when conducted with a bucket or hand-held hose with an automatic shutoff device during designated watering days and times (if possible, use a commercial car wash that recycles water).
- Filling or refilling of pools is prohibited. Topping off of existing pools for essential maintenance purposes is permitted only during designated watering days and times.
- Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system.
- The following uses of water are defined as nonessential and are prohibited:
 1. wash down of any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
 2. use of water to wash down buildings or structures for purposes other than immediate fire protection;
 3. use of water for dust control;
 4. flushing gutters or permitting water to run or accumulate in any gutter or street;
 5. failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s); and
 6. any waste of water.

Utility Mandatory Actions:

- Utility employees and system operators shall regularly monitor the service area for occurrences of waste and UDCP violations.
- Conduct a monthly Leak Detection Survey and immediately repair all identified leaks in the system.
- Irrigation of common areas is prohibited except by hand-held hose, soaker hoses, or drip irrigation on a 5-day watering schedule with watering allowed only before 8am and after 8pm.
- Place yard signs and/or posters in visible places within the service area to remind users of the “Alarm Stage Drought” (please use this terminology).
- Include historic water use and customer water use comparisons to customers upon request.
- Include on each water bill a conspicuous reminder of “Alarm Stage Drought” (please use this terminology) and a link to the District’s drought poster.
- Flushing is prohibited except for dead end mains and only between the hours of 9pm and 3am.

The Village of San Leanna will continue the interconnection/contract with the City of Austin for wholesale purchase of water.

Penalties or Consequences:

- Warnings for 1st occurrence of waste, UDCP violations, excessive monthly consumption, or proscribed use (greater than 30,000 gallons/month).
- Assessment of surcharges and fines for continued waste, UDCP violations, excessive monthly consumption, or proscribed use (if applicable).
- Possible installation of flow restrictors on connections with continued waste, UDCP violations, excessive monthly consumption, or proscribed use.
- Possible service cutoff & reconnection fee on connections with continued waste, UDCP violations, or excessive consumption.

Critical Stage Drought

Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in a **Critical Stage Drought**, the Village of San Leanna will activate the **Critical Stage** measures of its UDCP.

INITIATION:

The Permittee will recognize that Stage 2 Critical Drought exists upon receiving notification from the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in a Stage 2 Critical Drought; the permittee will activate the Stage 2 Critical Drought measures of its UDCP.

TERMINATION:

The Permittee will recognize that Stage 2 Critical Drought may be rescinded upon receiving notification from the Barton Springs/ Edwards Aquifer Conservation District that the District has declared No-Drought or has declared a different drought stage.

Requirement: Mandatory overall minimum 30% monthly reduction plus additional curtailments as directed by District Rules.

User/Utility Recommended Actions:

- Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period.

User Mandatory Actions:

- Users shall continue compliance with the mandatory actions of Alarm Stage Drought.
- Maximum allowable monthly consumption of the greater of 9,000 gallons/connection or 3,000 gallons/capita.
- Irrigation with hose-end sprinklers, automatic irrigation systems, soaker hoses, and drip irrigation is prohibited. Watering is permitted only by hand-held hose with an automatic shutoff device or faucet-filled bucket or watering can of five (5) gallons during designated water days before 10am and after 7pm.
- All vehicle washing is prohibited.

Utility Mandatory Actions:

- Utility shall continue compliance with mandatory actions of Alarm Stage Drought.
- Conduct a weekly Leak Detection Survey and repair all identified leaks in the system.
- Utility should identify highest 5% water users in the residential, commercial, and industrial customer sectors so that focused efforts can be initiated by the utility to provide awareness information and irrigation auditing services (if the utility has the ability to provide irrigation audits).
- Place yard signs and/or posters in visible places within the service area to remind users of the “Critical Stage Drought” (please use this terminology).
- Include on each water bill a conspicuous reminder of “Critical Stage Drought” (please use this terminology) and a link to the District’s drought poster.

The Village of San Leanna will continue the interconnection/contract with the City of Austin for wholesale purchase of water.

Penalties or Consequences:

- Warnings for 1st occurrence of waste, UDCP violations, excessive monthly consumption, or proscribed use (greater than 20,000 gallons/month).
- Assessment of surcharges and fines for continued waste, UDCP violations, excessive monthly consumption, or proscribed use (if applicable).
- Possible installation of flow restrictors on connections with continued waste, UDCP violations, excessive monthly consumption, or proscribed use.
- Possible service cutoff & reconnection fee on connections with continued waste, UDCP violations, or excessive consumption.

Exceptional Stage Drought
(Applicable only to Permitted Pumpage from the Freshwater Edwards Management Zones)

Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in an **Exceptional Stage Drought**, the Village of San Leanna will activate the **Exceptional Stage** measures of its UDCP.

INITIATION:

The Permittee will recognize that Stage 3 Exceptional Drought exists upon receiving notification from the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in a Stage 3 Exceptional Drought; the permittee will activate the Stage 3 Exceptional Drought measures of its UDCP.

TERMINATION:

The Permittee will recognize that Stage 3 Exceptional Drought may be rescinded upon receiving notification from the Barton Springs/ Edwards Aquifer Conservation District that the District has declared No-Drought or has declared a different drought stage.

Requirement: Mandatory overall minimum 40% monthly reduction plus additional curtailments as directed by District Rules.

User/Utility Recommended Actions:

- Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period.

User Mandatory Actions:

- Users shall continue compliance with the mandatory actions of Critical Stage Drought.
- Maximum allowable monthly consumption of the greater of 6,000 gallons/connection or 2,000 gallons/capita.
- All outdoor use (irrigation, vehicle washing, etc.) and nonessential uses are absolutely prohibited.
- Water use shall be limited only to indoor use necessary for human health and safety.

Utility Mandatory Actions:

- Utility shall continue compliance with mandatory actions of Critical Stage Drought.
- Utility should identify highest 5% water users in the residential, commercial, and industrial customer sectors so that focused efforts can be initiated by the utility to provide awareness information **and** irrigation auditing services (if the utility has the ability to provide irrigation audits).
- Limit line flushing to the hours of 9pm to 3am and only flush dead end main.
- Place yard signs and/or posters in visible places within the service area to remind users of the “Exceptional Stage Drought” (please use this terminology).
- In notice issued in accordance with Section 5, Utility shall inform all retail, end-user customers that their public water supply may be in peril and that physical restriction of water use and reporting of excessive users to the District may be required.
- Emergency interconnects, pumpage authorized by a Temporary Transfer Permit, or alternative supply arrangements shall be initiated to meet the respective reduction requirement.
- All meters shall be read as often as necessary to ensure compliance with this program for the benefit of all the customers.

The Village of San Leanna will continue the interconnection/contract with the City of Austin for wholesale purchase of water.

Penalties or Consequences:

- Warnings for 1st occurrence of waste, UDCP violations, excessive monthly consumption, or proscribed use (greater than 20,000 gallons/month).
- Assessment of surcharges and fines for continued waste, UDCP violations, excessive monthly consumption, or proscribed use (if applicable).
- Possible installation of flow restrictors on connections with continued waste, UDCP violations, excessive monthly consumption, or proscribed use.
- Possible service cutoff & reconnection fee on connections with continued waste, UDCP violations, or excessive consumption.

Emergency Response Period (Applicable only to Permitted Pumpage from the Freshwater Edwards Management Zones)
Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in an Emergency Response Period, <u>the Village of San Leanna</u> will activate the Emergency Response Period measures of its UDCP.
Requirement: Mandatory overall minimum 50% monthly reduction plus additional curtailments as directed by District Rules. Additional pumpage curtailments are strongly encouraged for permittees with available alternative water supplies. User/Utility Recommended Actions: - Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period. User Mandatory Actions: - User shall continue compliance with mandatory actions of Exceptional Stage Drought Utility Mandatory Actions: - Utility shall continue compliance with mandatory actions of Exceptional Stage Drought. - In notice issued in accordance with Section 5, Utility shall inform all retail, end-user customers that their public water supply <u>is</u> in peril and that physical restriction of water use and reporting of excessive users to the District will be required. - Emergency interconnects, pumpage authorized by a Temporary Transfer Permit, or alternative supply arrangements shall be initiated to meet the respective reduction requirement. - All meters shall be read as often as necessary to ensure compliance with this program for the benefit of all the customers. The Village of San Leanna will continue the interconnection/contract with the City of Austin for wholesale purchase of water.
Exceptional and Emergency Response Period Penalties or Consequences: - Warnings for 1st occurrence of waste, UDCP violations, excessive monthly consumption, or proscribed use (greater than 20,000 gallons/month). - Assessment of surcharges and fines for continued waste, UDCP violations, excessive monthly consumption, or proscribed use (if applicable). - Possible installation of flow restrictors on connections with continued waste, UDCP violations, excessive monthly consumption, or proscribed use. - Possible service cutoff & reconnection fee on connections with continued waste, UDCP violations, or excessive consumption.



Conditional Edwards Class B User Drought Contingency Plan

For

Village of San Leanna

Retail Public Water Supplier Permittee

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INTRODUCTION

This UDCP will enable the Village of San Leanna to manage its water system and water resources in a conscientious, fair, and appropriate manner during certain situations when water use reductions are necessary. It is not designed to punish, stigmatize, or criticize anyone about their usage of water. Its sole intent is to maintain an adequate supply of water during the various stages of drought conditions or other water supply emergencies, which may occur from time to time.

The Permittee believes that significant reductions in water usage can be achieved through drought triggered water use restrictions and voluntary efforts. Implementation of voluntary water conservation measures and conscientious water use practices are encouraged at all times; however, additional water use restrictions are required in cases of extreme drought, periods of abnormally high usage, system contamination, or extended reduction in ability to supply water due to equipment failure. During drought, these efforts, if sufficiently effective, may delay the depletion of spring flows at Barton Springs and aquifer water levels until sufficient recharge is available to replenish the Aquifer. Should drought conditions reach more severe levels, the permittee has planned and is prepared to restrict or curtail certain types of usage.

SECTION 1. Declaration of Policy, Purpose, and Intent

The Village of San Leanna, in its continuing effort to maintain an adequate supply of high quality water, has prepared this UDCP with the guidance of the Barton Springs/Edwards Aquifer Conservation District (District). In order to maintain supply, storage, or pressure; or to comply with regulatory requirements, temporary restrictions may be instituted to limit nonessential water usage. This UDCP satisfies and complies with District Rules 3-7.5 and 3-7.7 related to Drought Management.

I, *Mayor Molly Quirk*, being the responsible official for the Village of San Leanna, agrees to comply with all the applicable District Rules and the measures of the enclosed User Drought Contingency Plan, and to officially adopt the enclosed plan through the appropriate vehicle (i.e. ordinance, TCEQ tariff amendment, resolution, policy amendment, etc.)

_____(Signature of Responsible Official) _____(Date)

SECTION 2. Drought Notice

The District will notify permittees of the implementation or termination of each stage of the water restriction program. Permittees must then inform all facility personnel and/or tenants prior to implementation or termination of each stage of the water restriction program. Notice of the District declaration must be provided at least 72 hours prior to the start of water use restrictions. Notice posted onsite at the facility should contain the following information:

1. the date restrictions will begin
2. the circumstances that triggered the restrictions
3. the stages of response and explanation of the restrictions to be implemented

Upon notification of a Drought stage declaration by the District, the permittee will activate the respective response measures of its UDCP. The Permittee will perform the recommended and mandatory actions specified in this UDCP. The Permittee will curtail pumpage according to the following curtailment schedule:

Drought Curtailment Chart						
	Edwards Aquifer					Trinity Aquifer
	Historical	Conditional				Historical
		Class A	Class B	Class C	Class D	
No Drought	0%	0%	0%	0%	0%	0%
Water Conservation (Voluntary)	10%	10%	10%	10%	10%	10%
Alarm	20%	20%	50%	100%	100%	20%
Critical	30%	30%	75%	100%	100%	30%
Exceptional	40%	50% ¹	100%	100%	100%	30%
Emergency Response Period	50% ³	>50% ²	100%	100%	100%	30%

- 1) Only applicable to Edwards LPPs and existing unpermitted nonexempts after A to B reclassification triggered by Exceptional Stage declaration
- 2) Curtailment > 50% subject to Board discretion
- 3) ERP (50%) curtailments become effective October 11, 2015. ERP curtailments to be measured as rolling 90-day average after first three months of declared ERP.

SECTION 3. Alternate Water Sources

The permittee will identify an alternate water source or other contingency to be utilized or implemented directly by the permittee to manage limited water supplies in the event of water supply contamination, system outage, or conditional permit curtailments. The alternate supply or other contingency shall be evidenced by documentation (contracts, affidavits, etc.) that demonstrates the availability when needed. **If no alternate water sources are identified, please provide a descriptive explanation as to why.**

The current available water sources and alternate contingency sources for the Permittee include:

Source: City of Austin.

Source: _____

SECTION 4. Coordination with Regional Water Planning Groups

The Permittee's water service area is located within the following listed Regional Water Planning Areas. A copy of this Drought Contingency Plan has been provided to those applicable regional water planning groups.

- ☐ Region K Lower Colorado
- ☐ Region L South Central Texas

SECTION 5. Public Information

The permittee will periodically provide retail water customers and the public with information about this Plan, including information about the conditions under which each stage of the Plan is to be initiated or terminated and the drought response measures to be implemented in each stage. This information will be provided by means such as public meetings, via billing invoices, websites, public notice, news media announcement, or electronic mail etc. Customer notification of the initiation or termination of drought responses stages will be made by certified mail.

An opportunity for the public to provide input in the initial preparation and future revisions of the Plan will be provided by the Permittee via means such as a public meeting, via billing invoices, websites, public notice, news media announcement, or electronic mail etc. Documentation of these efforts will be provided to the District for record.

SECTION 6. Enforcement Procedure

The UDCP must include a means of implementation and enforcement in accordance with District Rule 3-7.5 (E). Specifically, each permittee must: 1) develop and implement procedures for enforcing this UDCP and 2) incorporate all enforcement measures and surcharges available to CCN holders under TCEQ rules; and 3) inform Permittee customers or facility personnel of the authority and intent to enforce the measures of the UDCP.

SECTION 7. Drought Stage Triggers and Responses

Permit Type: Conditional Edwards Class B	
No Drought	No curtailment
Water Conservation (Voluntary)	10% curtailment
Stage 1 Alarm	50% curtailment
Stage 2 Critical	75% curtailment
Stage 3 Exceptional	100% curtailment
Stage 4 Emergency Response Period	100% curtailment

Water Conservation Period and Drought Stage Responses

Water Conservation Period
This period will be in effect between May 1 and September 30 every year when not already in a declared drought period. <u>The Village of San Leanna</u> will be expected to follow voluntary water use measures during this water conservation period. This status will be prominently noted on the next regular billing cycle but not more than 20 days following May 1.
INITIATION: The Permittee will recognize that Water Conservation Period exists when the District issues a Water Conservation Period declaration. This water conservation period will be in effect between May 1 and September 30 every year when not already in a declared drought period. The permittee will be expected to follow voluntary water use measures during this water conservation period. This status will be prominently noted on the next regular billing cycle but not more than 20 days following May 1.
TERMINATION: The Permittee will recognize that Water Conservation Period may be rescinded when the District issues a No-Drought declaration or has declared a different drought stage. This water conservation period will not be effective during October 1 and April 30 every year.
Goal: Voluntary overall 10% monthly reduction. User Recommended Actions: <u>Indoor</u> • Check for toilet and faucet leaks and repair any found leaks immediately. • Use water displacement device in toilet tank or replace older model toilets with HET models when possible. • Install aerators on faucets. • While waiting for hot water to reach faucet, catch cold water in a container to be reused. • Don't leave faucets running when not in use. • Never use the toilet to dispose of trash. • Only run dishwasher with full load. • Keep drinking water in a container in the refrigerator. • Reduce use of garbage disposal. • Wash only full loads of laundry. • Turn off master water shutoff when out of town or on vacation. • Draw less water for bath or reduce shower time. • Do not over water houseplants. <u>Outdoor</u> • Comply with 5-day schedule for lawn watering and always only before 10am and after 7pm. • For Automatic Sprinkler systems: ▪ check sprinkler heads regularly to prevent clogging ▪ adjust to eliminate overspray and ▪ adjust run times and frequency monthly to respond to water schedules and changing rainfall and temperature conditions. • Use hand held hose, drip irrigation, or soaker hoses for trees, garden, non-turf areas and bedded plants. • Avoid watering on windy days. • Cut lawns on highest setting and leave lawn clippings on lawn instead of bagging. • For hose-end sprinklers - use sprinkler timers to limit water duration. • Use mulch to conserve soil moisture. • Limit vehicle washing except when conducted with a bucket or hand-held hose with an automatic shutoff

device during designated watering days and times (if possible, use a commercial car wash that recycles water).

- Wash vehicles over lawn areas where possible.
- Vehicle wash fundraisers should be conducted at a commercial vehicle wash facility using such facilities equipment.
- Keep pools covered when not in use.
- Limit pool filter backwashing to only when necessary.
- No washing of driveways, sidewalks, or streets.
- Utilize supplemental water sources where possible (e.g. purchased water, collected rainwater, etc.).
- Utilize water reuse where possible.

Utility Recommended Actions:

- Promote the water conservation BMPs listed in Appendix A through website and print materials.
- Utility employees and system operators should regularly monitor the service area for occurrences of waste.
- Visually inspect lines and repair leaks on a regular basis.
- Place yard signs and/or posters in visible places within the service area to remind users of the “Water Conservation Period” (please use this terminology).
- Include historic water use and customer water use comparisons to customers upon request. Include on each water bill a conspicuous reminder of “Water Conservation Period” (please use this terminology) and a link to the District’s web site.

The Village of San Leanna will continue the interconnection/contract with the City of Austin for wholesale purchase of water.

Penalties or Consequences:

Notices for waste and/or for monthly consumption in excess of 35,000 gallons/connection.

Alarm Stage Drought

Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in an **Alarm Stage Drought**, the Village of San Leanna will activate the **Alarm Stage** measures of its UDCP.

INITIATION:

The Permittee will recognize that Stage 1 Alarm Drought exists upon receiving notification from the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in a Stage 1 Alarm Drought; the permittee will activate the Stage 1 Alarm Drought measures of its UDCP.

TERMINATION:

The Permittee will recognize that Stage 1 Alarm Drought may be rescinded upon receiving notification from the Barton Springs/ Edwards Aquifer Conservation District that the District has declared No-Drought or has declared a different drought stage.

Requirement: Mandatory overall minimum 50% monthly reduction of Conditional Class B pumpage

User/Utility Recommended Actions:

- Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period.

User Mandatory Actions:

- Maximum allowable monthly consumption of the greater of 12,000 gallons/connection or 4,000 gallons/capita.
- Irrigation with hose-end sprinklers and automatic irrigation systems shall be permitted in accordance with a 5-day watering schedule and only before 8 am and after 8 pm
- Irrigation by means of soaker hoses or drip irrigation shall be permitted at any time on designated watering days.
- Irrigation by means of a hand-held hose with an automatic shutoff device or faucet-filled bucket or watering can of five (5) gallons or less shall be permitted on any day before 10am and after 7pm.
- Use of soaker hoses for foundation protection shall be limited to designated watering days.
- Vehicle washing shall be prohibited except when conducted with a bucket or hand-held hose with an automatic shutoff device during designated watering days and times (if possible, use a commercial car wash that recycles water).
- Filling or refilling of pools is prohibited. Topping off of existing pools for essential maintenance purposes is permitted only during designated watering days and times.
- Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system.
- The following uses of water are defined as nonessential and are prohibited:
 1. wash down of any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
 2. use of water to wash down buildings or structures for purposes other than immediate fire protection;
 3. use of water for dust control;
 4. flushing gutters or permitting water to run or accumulate in any gutter or street;
 5. failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s); and
 6. any waste of water.

Utility Mandatory Actions:

- Utility employees and system operators shall regularly monitor the service area for occurrences of waste and UDCP violations.
- Conduct a monthly Leak Detection Survey and immediately repair all identified leaks in the system.
- Irrigation of common areas is prohibited except by hand-held hose, soaker hoses, or drip irrigation on a 5-day watering schedule with watering allowed only before 8am and after 8pm.
- Place yard signs and/or posters in visible places within the service area to remind users of the “Alarm Stage Drought” (please use this terminology).
- Include historic water use and customer water use comparisons to customers upon request.
- Include on each water bill a conspicuous reminder of “Alarm Stage Drought” (please use this terminology) and a link to the District’s drought poster.
- Flushing is prohibited except for dead end mains and only between the hours of 9pm and 3am.

The Village of San Leanna will continue the interconnection/contract with the City of Austin for wholesale purchase of water.

Penalties or Consequences:

- Warnings for 1st occurrence of waste, UDCP violations, excessive monthly consumption, or proscribed use (greater than 30,000 gallons/month).
- Assessment of surcharges and fines for continued waste, UDCP violations, excessive monthly consumption, or proscribed use (if applicable).
- Possible installation of flow restrictors on connections with continued waste, UDCP violations, excessive monthly consumption, or proscribed use.
- Possible service cutoff & reconnection fee on connections with continued waste, UDCP violations, or excessive consumption.

Critical Stage Drought

Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in a **Critical Stage Drought**, the Village of San Leanna will activate the **Critical Stage** measures of its UDCP.

INITIATION:

The Permittee will recognize that Stage 2 Critical Drought exists upon receiving notification from the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in a Stage 2 Critical Drought; the permittee will activate the Stage 2 Critical Drought measures of its UDCP.

TERMINATION:

The Permittee will recognize that Stage 2 Critical Drought may be rescinded upon receiving notification from the Barton Springs/ Edwards Aquifer Conservation District that the District has declared No-Drought or has declared a different drought stage.

Requirement: Mandatory overall minimum 75% monthly reduction of Conditional Class B pumpage.

User/Utility Recommended Actions:

- Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period.

User Mandatory Actions:

- Users shall continue compliance with the mandatory actions of Alarm Stage Drought.
- Maximum allowable monthly consumption of the greater of 9,000 gallons/connection or 3,000 gallons/capita.
- Irrigation with hose-end sprinklers, automatic irrigation systems, soaker hoses, and drip irrigation is prohibited. Watering is permitted only by hand-held hose with an automatic shutoff device or faucet-filled bucket or watering can of five (5) gallons during designated water days before 10am and after 7pm.
- All vehicle washing is prohibited.

Utility Mandatory Actions:

- Utility shall continue compliance with mandatory actions of Alarm Stage Drought.
- Conduct a weekly Leak Detection Survey and repair all identified leaks in the system.
- Utility should identify highest 5% water users in the residential, commercial, and industrial customer sectors so that focused efforts can be initiated by the utility to provide awareness information and irrigation auditing services (if the utility has the ability to provide irrigation audits).
- Place yard signs and/or posters in visible places within the service area to remind users of the “Critical Stage Drought” (please use this terminology).
- Include on each water bill a conspicuous reminder of “Critical Stage Drought” (please use this terminology) and a link to the District’s drought poster.

The Village of San Leanna will continue the interconnection/contract with the City of Austin for wholesale purchase of water.

Penalties or Consequences:

- Warnings for 1st occurrence of waste, UDCP violations, excessive monthly consumption, or proscribed use (greater than 20,000 gallons/month).
- Assessment of surcharges and fines for continued waste, UDCP violations, excessive monthly consumption, or proscribed use (if applicable).
- Possible installation of flow restrictors on connections with continued waste, UDCP violations, excessive monthly consumption, or proscribed use.
- Possible service cutoff & reconnection fee on connections with continued waste, UDCP violations, or excessive consumption.

Exceptional Stage Drought
(Applicable only to Permitted Pumpage from the Freshwater Edwards Management Zones)

Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in an **Exceptional Stage Drought**, the Village of San Leanna will activate the **Exceptional Stage** measures of its UDCP.

INITIATION:

The Permittee will recognize that Stage 3 Exceptional Drought exists upon receiving notification from the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in a Stage 3 Exceptional Drought; the permittee will activate the Stage 3 Exceptional Drought measures of its UDCP.

TERMINATION:

The Permittee will recognize that Stage 3 Exceptional Drought may be rescinded upon receiving notification from the Barton Springs/ Edwards Aquifer Conservation District that the District has declared No-Drought or has declared a different drought stage.

Requirement: Mandatory overall minimum 100% monthly reduction of Conditional Class B pumpage.

User/Utility Recommended Actions:

- Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period.

User Mandatory Actions:

- Users shall continue compliance with the mandatory actions of Critical Stage Drought.
- Maximum allowable monthly consumption of the greater of 6,000 gallons/connection or 2,000 gallons/capita.
- All outdoor use (irrigation, vehicle washing, etc.) and nonessential uses are absolutely prohibited.
- Water use shall be limited only to indoor use necessary for human health and safety.

Utility Mandatory Actions:

- Utility shall continue compliance with mandatory actions of Critical Stage Drought.
- Utility should identify highest 5% water users in the residential, commercial, and industrial customer sectors so that focused efforts can be initiated by the utility to provide awareness information **and** irrigation auditing services (if the utility has the ability to provide irrigation audits).
- Limit line flushing to the hours of 9pm to 3am and only flush dead end main.
- Place yard signs and/or posters in visible places within the service area to remind users of the “Exceptional Stage Drought” (please use this terminology).
- In notice issued in accordance with Section 5, Utility shall inform all retail, end-user customers that their public water supply may be in peril and that physical restriction of water use and reporting of excessive users to the District may be required.
- Emergency interconnects, pumpage authorized by a Temporary Transfer Permit, or alternative supply arrangements shall be initiated to meet the respective reduction requirement.
- All meters shall be read as often as necessary to ensure compliance with this program for the benefit of all the customers.

The Village of San Leanna will continue the interconnection/contract with the City of Austin for wholesale purchase of water.

Penalties or Consequences:

- Warnings for 1st occurrence of waste, UDCP violations, excessive monthly consumption, or proscribed use (greater than 20,000 gallons/month).
- Assessment of surcharges and fines for continued waste, UDCP violations, excessive monthly consumption, or proscribed use (if applicable).
- Possible installation of flow restrictors on connections with continued waste, UDCP violations, excessive monthly consumption, or proscribed use.
- Possible service cutoff & reconnection fee on connections with continued waste, UDCP violations, or excessive consumption.

Emergency Response Period
(Applicable only to Permitted Pumpage from the Freshwater Edwards Management Zones)

Upon notification by the Barton Springs/ Edwards Aquifer Conservation District that the District has declared the aquifer to be in an **Emergency Response Period**, the Village of San Leanna will activate the **Emergency Response Period** measures of its UDCP.

Requirement: Mandatory overall minimum 100% monthly reduction of Conditional Class B pumpage.

User/Utility Recommended Actions:

- Continued measures of User Conservation Plan and “Recommended Actions” of the Water Conservation Period.

User Mandatory Actions:

- User shall continue compliance with mandatory actions of Exceptional Stage Drought

Utility Mandatory Actions:

- Utility shall continue compliance with mandatory actions of Exceptional Stage Drought.
- In notice issued in accordance with Section 5, Utility shall inform all retail, end-user customers that their public water supply is in peril and that physical restriction of water use and reporting of excessive users to the District will be required.
- Emergency interconnects, pumpage authorized by a Temporary Transfer Permit, or alternative supply arrangements shall be initiated to meet the respective reduction requirement.
- All meters shall be read as often as necessary to ensure compliance with this program for the benefit of all the customers.

The Village of San Leanna will continue the interconnection/contract with the City of Austin for wholesale purchase of water.

Exceptional and Emergency Response Period Penalties or Consequences:

- Warnings for 1st occurrence of waste, UDCP violations, excessive monthly consumption, or proscribed use (greater than 20,000 gallons/month).
- Assessment of surcharges and fines for continued waste, UDCP violations, excessive monthly consumption, or proscribed use (if applicable).
- Possible installation of flow restrictors on connections with continued waste, UDCP violations, excessive monthly consumption, or proscribed use.
- Possible service cutoff & reconnection fee on connections with continued waste, UDCP violations, or excessive consumption.

**VILLAGE OF SAN LEANNA
GENERAL FUND REPORT
10-1-2025 -- 10-31-2025**

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>
101	PROPERTY TAXES	\$ 180.58	\$ -	\$ 180.58	\$ 309,819.42	\$ 310,000.00
102	FRANCHISE TAXES	\$ 292.89	\$ -	\$ 292.89	\$ 14,707.11	\$ 15,000.00
103	INTEREST	\$ 2,101.05	\$ -	\$ 2,101.05	\$ 12,898.95	\$ 15,000.00
104	BUILDING PERMITS	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00
106	MISCELLANEOUS	\$ 150.00	\$ -	\$ 150.00	\$ (50.00)	\$ 100.00
107	TRANSFER FROM RESERVE	\$ -	\$ -	\$ -	\$ -	\$ -
108	REAL PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ -
<u>TOTALS:</u>		\$ 2,724.52	\$ -	\$ 2,724.52	\$ 342,375.48	\$ 345,100.00

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>
112	ROAD MAINTENANCE	\$ -	\$ -	\$ -	\$ 50,000.00	\$ 50,000.00
113	CITY ADMINISTRATOR	\$ 4,392.26	\$ -	\$ 4,392.26	\$ 43,607.74	\$ 48,000.00
114	TML INSURANCE	\$ 7,081.48	\$ -	\$ 7,081.48	\$ 518.52	\$ 7,600.00
115	LEGAL	\$ 25.50	\$ -	\$ 25.50	\$ 4,974.50	\$ 5,000.00
116	TAXES	\$ 1,112.56	\$ -	\$ 1,112.56	\$ 5,987.44	\$ 7,100.00
117	ENVIRONMENTAL MAINTENANCE	\$ 705.00	\$ -	\$ 705.00	\$ 59,295.00	\$ 60,000.00
118	PUBLIC INFORMATION	\$ -	\$ -	\$ -	\$ 800.00	\$ 800.00
119	AUDIT	\$ -	\$ -	\$ -	\$ 8,000.00	\$ 8,000.00
120	SECURITY LIGHTS	\$ 241.67	\$ -	\$ 241.67	\$ 2,958.33	\$ 3,200.00
121	OFFICE EXPENSES	\$ 305.88	\$ -	\$ 305.88	\$ 3,694.12	\$ 4,000.00
122	ORG. MEMBERSHIP DUES	\$ 751.00	\$ -	\$ 751.00	\$ 349.00	\$ 1,100.00
123	APPRAISALS	\$ -	\$ -	\$ -	\$ 1,700.00	\$ 1,700.00
124	BUILDING INSPECTIONS	\$ 350.00	\$ -	\$ 350.00	\$ 4,650.00	\$ 5,000.00
125	MISCELLANEOUS	\$ (29.94)	\$ -	\$ (29.94)	\$ 1,529.94	\$ 1,500.00
126	ARBORIST	\$ 761.00	\$ -	\$ 761.00	\$ 13,239.00	\$ 14,000.00
128	COUNCIL EXPENSES	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00
129	PUBLIC AFFAIRS	\$ 416.00	\$ -	\$ 416.00	\$ 3,084.00	\$ 3,500.00
130	COMMUNITY CENTER	\$ 279.29	\$ -	\$ 279.29	\$ 14,720.71	\$ 15,000.00
131	ENGINEER	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00
132	FLOOD PREVENTION	\$ -	\$ -	\$ -	\$ 80,000.00	\$ 80,000.00
133	EMPLOYEE REIMBURSEMENT	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00
134	HEALTH DEPT. CONTRACT	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00
135	PUBLIC SAFETY	\$ 921.92	\$ -	\$ 921.92	\$ 578.08	\$ 1,500.00
136	ADVISOR	\$ 353.00	\$ -	\$ 353.00	\$ 12,127.00	\$ 12,480.00
137	EMPLOYEE BENEFIT STIPEND	\$ 290.84	\$ -	\$ 290.84	\$ 2,709.16	\$ 3,000.00
138	DIGITAL INFRASTRUCTURE	\$ 2,652.25	\$ -	\$ 2,652.25	\$ 3,347.75	\$ 6,000.00
<u>TOTALS:</u>		\$ 20,609.71	\$ -	\$ 20,609.71	\$ 321,170.29	\$ 341,780.00

**VILLAGE OF SAN LEANNA
WATER FUND REPORT
10-1-2025 -- 10-31-2025**

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	\$ 11,787.47	\$ -	\$ 11,787.47	\$ 113,212.53	\$ 125,000.00
202	WATER TAP FEES	\$ -	\$ -	\$ -	\$ 9,600.00	\$ 9,600.00
203	METER DEP/CONNECT FEES	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
204	MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00
205	TRANSFER FROM RESERVE	\$ -	\$ -	\$ -	\$ -	\$ 12,648.00
<u>TOTALS:</u>		\$ 11,787.47	\$ -	\$ 11,787.47	\$ 123,912.53	\$ 148,348.00

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	\$ 3,094.00	\$ -	\$ 3,094.00	\$ 34,034.00	\$ 37,128.00
211	DISTRICT FEES	\$ -	\$ -	\$ -	\$ 6,200.00	\$ 6,200.00
212	MAINTENANCE/REPAIR	\$ 1,421.25	\$ -	\$ 1,421.25	\$ 28,578.75	\$ 30,000.00
213	ELECTRICITY	\$ 940.53	\$ -	\$ 940.53	\$ 8,059.47	\$ 9,000.00
214	BOOKKEEPER	\$ 2,196.13	\$ -	\$ 2,196.13	\$ 21,803.87	\$ 24,000.00
215	BILLING SUPPLIES	\$ 88.70	\$ -	\$ 88.70	\$ 1,811.30	\$ 1,900.00
216	METER READER	\$ 385.24	\$ -	\$ 385.24	\$ 3,934.76	\$ 4,320.00
217	METER REFUNDS	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
218	MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00
220	CITY OF AUSTIN CONTRACT	\$ -	\$ -	\$ -	\$ 5,200.00	\$ 5,200.00
221	CITY OF AUSTIN WATER	\$ 2,106.55	\$ -	\$ 2,106.55	\$ 22,893.45	\$ 25,000.00
222	ASSISTANT WATER OPERATOR	\$ 375.00	\$ -	\$ 375.00	\$ 4,125.00	\$ 4,500.00
<u>TOTALS:</u>		\$ 10,607.40	\$ -	\$ 10,607.40	\$ 137,740.60	\$ 148,348.00

CHECKING ACCOUNT BALANCE:

BEGINNING BALANCE	\$ 26,962.31	\$ 41,474.30
TOTAL REVENUES	\$ 14,511.99	
TRANSFER-TEXPOOL	\$ -	
TOTAL EXPENSES	\$ 31,217.11	
CLFRF EXPENSES	\$ -	
TRANSFER-TEXPOOL	\$ -	
INTEREST RET-TEXPOOL	\$ 2,101.05	\$ 33,419.16
ENDING BALANCE		\$ 8,156.14

CHECKBOOK BALANCE

\$ 8,154.14

TEXPOOL BALANCE:

BEGINNING BALANCE	\$ 597,272.82
DEPOSITS	\$ -
INTEREST	\$ 2,101.05
TOTAL	\$ 599,373.87
WITHDRAWALS	\$ -

ENDING BALANCE

\$ 599,373.87

**VILLAGE OF SAN LEANNA
FINANCIAL REPORT
10-1-2025 -- 10-31-2025**

ROAD IMPROVEMENT FUND 2022 - 2026

REVENUES

BUDGET 25-26

301	CAPITAL METRO - BTC FUNDING 2022-2026	\$	-	\$	-	\$	25,000.00	\$	25,000.00
302	TRANSFER - CAPITAL METRO - RESERVED FUNDS	\$	-	\$	-	\$	-	\$	-
303	CAPMETRO - BTC - PROJECT REIMBURSEMENT 2022	\$	-	\$	-	\$	-	\$	-
304	TRANSFER - ROAD PROJECT RESERVED FUNDS	\$	-	\$	-	\$	-	\$	-
	<u>TOTALS:</u>	\$	-	\$	-	\$	25,000.00	\$	25,000.00

EXPENSES

310	ROAD IMPROVEMENT - Chapel Ln	\$	-	\$	-	\$	-	\$	-
311	ENGINEERING AND ADMINISTRATION EXPENSE	\$	-	\$	-	\$	10,000.00	\$	10,000.00
	<u>TOTALS:</u>	\$	-	\$	-	\$	10,000.00	\$	10,000.00

CORONAVIRUS LOCAL FISCAL RECOVERY FUNDING (CLFRF) - ARPA

REVENUES:

**CURRENT YTD TOTAL DIFFERENCE BUDGET 25-26
MONTH**

501	CORONAVIRUS LOCAL FISCAL RECOVERY FUNDING	\$	-	\$	-	\$	-	\$	-
502	CLFRF RESERVE FUNDING	\$	-	\$	-	\$	1,113.28	\$	1,113.28
	<u>TOTALS:</u>	\$	-	\$	-	\$	1,113.28	\$	1,113.28

EXPENSES:

510	WATER SYSTEM IMPROVEMENTS - NORTH WELL	\$	-	\$	-	\$	-	\$	-
511	WATER SYSTEM IMPROVEMENTS - SOUTH WELL	\$	-	\$	-	\$	-	\$	-
512	PUBLIC HEALTH / INFRASTRUCTURE	\$	-	\$	-	\$	865.00	\$	865.00
513	ADMINISTRATION AND COMPLIANCE OVERSIGHT	\$	-	\$	-	\$	248.28	\$	248.28
	<u>TOTALS:</u>	\$	-	\$	-	\$	1,113.28	\$	1,113.28

HAZARD MITIGATION GRANT PROGRAM (HMPG) - GENERATOR

REVENUES:

**CURRENT YTD TOTAL DIFFERENCE BUDGET 25-26
MONTH**

601	HAZARD MITIGATION GRANT FUNDING	\$	-	\$	-	\$	139,426.20	\$	139,426.20
		\$	-	\$	-	\$	15,491.80	\$	15,491.80
602	LOCAL (10%) SHARE FUNDING - RESERVE	\$	-	\$	-	\$	7,745.90	\$	7,745.90
	<u>TOTALS:</u>	\$	-	\$	-	\$	162,663.90	\$	162,663.90

EXPENSES:

610	GENERATOR PROJECT	\$	-	\$	-	\$	154,918.00	\$	154,918.00
		\$	-	\$	-	\$	7,745.90	\$	7,745.90
	<u>TOTALS:</u>	\$	-	\$	-	\$	162,663.90	\$	162,663.90

RESERVED FUND BALANCES

WATER FUND CONTINGENCY \$ 35,000.00 \$ 37,087.00

ROAD FUND:

RESTRICTED CAPITAL METRO \$ 70,805.00 \$ 70,805.00

RESERVE FOR PROJECTS \$ 70,805.00 \$ 70,805.00

TOTAL ROAD RESERVE \$ 141,610.00 \$ 141,610.00

GENERAL FUND CONTINGENCY \$ 47,000.00 \$ 85,445.00

CLFRF - ARPA FUND RESERVE \$ 865.00 \$ 1,113.28

CURRENT BUDGET RESERVE \$ 399,760.13 \$ 342,272.73

Funds exceeding EOY Anticipated Expenses & Reserves \$ 243,838.84 \$ (116,638.16)

TOTAL TEXPOOL AND CHECKBOOK \$ 624,235.13 \$ 607,528.01

TOTAL ALL RESERVED FUNDS \$ 224,475.00 \$ 265,255.28

UNALLOCATED AVAILABLE FUNDS \$ 243,838.84 \$ -

Village of San Leanna
Account Reconciliation
Date: 10-31-2025

BB&T - Account Number 1440001200678

Checks Outstanding	
NO.	AMOUNT
2689	\$ 132.91
3057	\$ 780.00
3059	\$ 55.00
3061	\$ 518.00
3063	\$ 100.00
3064	\$ 7,081.48
3065	\$ 651.00
3069	\$ 255.00
3070	\$ 25.50
3071	\$ 450.00
3072	\$ 3,147.00
3073	\$ 375.00
3074	\$ 332.46
3075	\$ 811.00
3076	\$ 2,652.25
TOTAL*	\$ 17,366.60

Balance at statement date:	\$ 25,522.74
Service charges:	\$ (0.00)*
Pending withdrawals:	\$ 0.00
Outstanding checks:	\$ (17,366.60)
Pending deposits:	\$ 0.00
Checkbook balance:	\$ 8,156.14
Reconciled	\$ 0.00

(* service charge included in checkbook balance)