



**MINUTES
CITY COUNCIL MEETING
CITY OF LEANDER, TEXAS**

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, September 5, 2024
Briefing Workshop at 6:00 PM
Regular Meeting at 7:00 PM



**Mayor – Christine DeLisle
Place 1 – Kathryn Pantalione-Parker
Place 2 – Michael Herrera
Place 3 – David McDonald**

**Place 4 – Na'Cole Thompson, Mayor Pro Tem
Place 5 – Chris Czernek
Place 6 – Becki Ross
City Manager – Todd Parton**

BRIEFING WORKSHOP - CONVENE AT 6:00 PM

1. Open Meeting.

Opened meeting at 6:00 p.m.

2. Roll Call.

Roll call reflected all present.

3. Joint discussion with the Planning and Zoning Commission regarding Comprehensive Plan update scheduled for Fiscal Year 2025, processes and procedures for establishing a multi-year Capital Improvement Program, and the development standards and approval processes.

Discussion included: critical path issues; City Council Vision; water capacity; comprehensive plan update; composite zoning ordinance; Capital Improvements Program; water resolution; rezoning priorities; project phasing; code updates; multi-year program for Capital Improvement Program; City Charter requirements regarding Capital Improvement Plan; project prioritization; CIP Financing Sub-Committee; are conditional improvements possible for construction projects approved now but built in the future if have water concerns; transition between existing neighborhoods with new commercial construction; desire explanation why Council votes differently from Planning and Zoning Commission; understanding other considerations; community survey; and growth of Planning and Zoning Commissioners.

Adjourned briefing workshop at 6:50 p.m.

REGULAR MEETING – CONVENE AT 7:00 PM

4. Open Meeting, Invocation and Pledges of Allegiance.

Opened meeting at 7:02 p.m.; Councilmember Herrera provided the invocation; and Mayor DeLisle led the Pledges of Allegiance.

5. Roll Call.

Roll call reflected all present.

6. Public comments on items not listed in the agenda.

Public comments on items listed in the agenda will be heard at the time each item is discussed.

[All comments are limited to no more than 3 minutes (6 minutes if translation is needed) per individual.]

Marshall Hines, 1801 Montana Court - commented on sidewalk disrepair in front of Camacho Elementary.

Sammy Panzarino, 600 Wicklow Drive - commented on Leander Public Arts and Culture Commission.

Yvette Smith, 1062 W. South Street and Dinita Caldwell, 212 Covala Drive, Cedar Park provided comments only to be added to the meeting record via the website.

7. Recognitions/Proclamations/Visitors.

- Proclamation recognizing September as Capital Area Council of Governments (CAPCOG) Preparedness Month

8. Staff Report.

- San Gabriel Phase 2 Update

Update included: purpose; benefits; timeline; and Phase 3 timeline.

CONSENT AGENDA: ACTION

Mayor DeLisle stated Item 22 has been pulled from the agenda and will be brought back at a future meeting. Item 13 has been pulled from the consent agenda and will be considered separately.

Motion: Approve consent agenda items 9 through 12, 14 through 21 and 23 through 25.

By: Councilmember Ross

Seconded: Councilmember Pantalione-Parker

Vote: 7 - 0

9. Approval of the minutes for meeting held on August 15, 2024.

10. Approval of an Ordinance amending Ordinance 23-056-00 to amend the City of Leander Fiscal Year 2024 Annual Budget.

11. Acceptance of the Quarterly Investment Report for the period ending June 30, 2024.

12. Approval of bid for construction and City participation in oversizing costs of wastewater lines for Edgewood Phase 2, Section 1, according to the terms outlined in the Edgewood Subdivision Development Agreement (Section 4.02.a (2) and (3)); and authorize the City Manager to execute any and all necessary documents.
13. Approval of Task Order DRAIN-DAI-CIPS23-019-01 with Doucet & Associates, Inc. to provide engineering solutions to mitigate the existing drainage flows from Fire Station #1 towards the residences of Oak Creek subdivision in the amount not to exceed \$54,685.00; and authorize the City Manager to execute any and all necessary documents.

Motion: Approve Task Order DRAIN-DAI-CIPS23-019-01 with Doucet & Associates, Inc.

By: Councilmember Ross

Seconded: Councilmember McDonald

Vote: 7 - 0

14. Approval of an Ordinance amending Article 13.11, Cross Connection and Backflow Prevention Program, providing for annual testing of residential fire protection systems at the expense of the customer, clarify customer responsibility for costs incurred to install, operate, and maintain backflow prevention assemblies and costs for City-incurred costs to eliminate threats or remediate damage to the public water supply system; providing a deadline to submit backflow assembly test results to the Director; providing minor corrections to grammar, spelling, and formatting, amending Article A7.000 Appendix A to increase the testing fee; and providing an effective date and related provisions.
15. Approval of Change Order No.1 to the contract agreement with DKC Construction Group, for the Leander Senior Activity Center (CIP P.6) providing for the removal of Alternative 1, the finish-out of building space for the Williamson County Children's Advocacy Center, creating a decrease in the current contract amount by \$133,649.00, for a new total contract amount of \$8,650,173.00, with no extension of term duration; and authorize the City Manager to execute any and all necessary documents.
16. Approval of dedication of public utility easement with Pedernales Electric Cooperative, Inc. (PEC) for Sandy Creek Water Treatment Plant Residuals Management project (CIP W.69); and authorize the City Manager to execute any and all necessary documents.
17. Approval of the extension of the application expiration for Subdivision Case SFP-22-0002 Leander Business Center; more particularly described by Williamson Central Appraisal District Parcel R031713, generally located south of Mockingbird Hill, approximately 500 feet east of North Bagdad Road, Leander, Williamson County, Texas.
18. Approval of Development Agreement Case DA-24-0012 regarding the K & D Self Storage development on one (1) parcel of land approximately 2.26 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R035153; generally located at 805 S. Bagdad Road., Leander, Williamson County, Texas.
19. Approval of Ordinance Case OR-24-0021 amending Section A4.003 of Appendix A of the Leander Code of Ordinances to revise Peddler, Solicitor, or Food Vendor Permit fees, providing for severability clause, providing for savings, effective date and open meetings clauses, and to provide for related matters; Williamson and Travis Counties, Texas.
20. Approval of Ordinance Case OR-24-0022 authorizing the City Manager to execute License Agreements, providing approval criteria; approving the form of license agreement; making findings of fact; providing for severability clause, effective date, and open meetings clauses; and providing for related matters; Williamson and Travis Counties, Texas.

21. Approval of the Planning and Zoning Commission Progress Report for September 2023 to August 2024.
22. Approval of a Resolution adopting the Hazard Mitigation Action Plan 2024.
23. Approval of the purchase of two (2) 2023 Ford trucks from Sewell Ford of Odessa in the total amount of \$100,450.00, utilizing Contract L00321 with Sewell Family of Companies for the purchase of fleet vehicles; and authorize the City Manager to execute any and all necessary documents.
24. Approval of a purchase agreement with Motorola Solutions for the police dispatch center expansion and equipment including adding a fourth console position and replacing outdated equipment in the amount of \$337,451.00; and authorize the City Manager to execute any and all necessary documents.
25. Approval of a Master Lease Agreement for the replacement of Crystal Falls Golf Club golf course maintenance equipment for a term of four (4) years with a lease amount of \$10,668.23 per month, for a total contract amount of \$512,075.04; and authorize the City Manager to execute any and all necessary documents.

PUBLIC HEARING: ACTION

26. Conduct a Public Hearing regarding Zoning Case Z-24-0135 to amend a portion of the San Gabriel Villas Planned Unit Development on one (1) parcel of land approximately 3.028 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcel R588850; legally described as Lot 2, Block B of the Aven Ridge Subdivision, and generally located east of the intersection of Aven Way and 183A Toll Road, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-24-0135 as described above.

Opened Public Hearing at 7:31 p.m.; closed the Public Hearing at 7:31 p.m. No one spoke in favor or opposition of the request.

Motion: Approve Zoning Case Z-24-0135.

By: Councilmember McDonald

Seconded: Councilmember Czernek

Vote: 7 - 0

27. Conduct a Public Hearing to consider the proposed budget for Fiscal Year 2025.

- Discuss and consider action on an Ordinance adopting the budget for the fiscal year beginning October 1, 2024 and ending September 30, 2025; appropriating the various amounts thereof and repealing all ordinances or parts of ordinances in conflict therewith; and providing for an effective date.

Opened Public Hearing at 7:48 p.m.; closed Public Hearing at 7:48 p.m. No one spoke in favor or opposition of the request.

Motion: Approve to ratify the property tax increase reflected in the proposed budget, following a discussion.

By: Mayor DeLisle

Seconded: Councilmember Czernek

Vote: 7 - 0

Motion: Approve the proposed budget for FY 2025.

By: Mayor DeLisle

Seconded: Councilmember Czernek

Vote: 7 - 0

28. Conduct a Public Hearing on levying ad valorem taxes for the use and support of the municipal government of the City of Leander, Texas, for the Fiscal Year 2025; providing for and apportioning each levy for specific purposes; and providing when taxes shall become due and when the same shall become delinquent if not paid.

- Discuss and consider action on the First Reading of an Ordinance levying ad valorem taxes for the use and support of the municipal government of the City of Leander, Texas, for the Fiscal Year 2025 as described above.

Opened Public Hearing at 7:55 p.m.; closed Public Hearing at 7:55 p.m. No one spoke in favor or opposition of the request.

Motion: Approve that the property tax rate be increased by the adoption of a tax rate of \$0.417282 cents per \$100 valuation, which is effectively a 2.81% increase in the tax rate.

By: Mayor DeLisle

Seconded: Councilmember Czernek

Vote: 7 - 0

29. Conduct a Public Hearing to consider the adoption of an updated Service and Assessment Plan for Calendar Year 2024 for the Oak Creek Public Improvement District and updated assessment roll to apportion assessment levied against property located in the District among subdivided lots.

- Discuss and consider action on an Ordinance adopting an updated Service and Assessment Plan for Calendar Year 2024 for the Oak Creek Public Improvement District as described above.

Opened Public Hearing at 8:04 p.m.; closed Public Hearing at 8:04 p.m. No one spoke in favor or opposition of the request.

Motion: Approve and adopt an updated Service and Assessment Plan for Calendar 2024, following a discussion.

By: Councilmember Pantalion-Parker

Seconded: Councilmember Ross

Vote: 7 - 0

30. Conduct a Public Hearing to consider the adoption of an updated Service and Assessment Plan for Calendar Year 2024 for the Deerbrooke Public Improvement District and an updated assessment roll to apportion assessments levied against property located in the District among subdivided lots.

- Discuss and consider action on an Ordinance adopting an updated Service and Assessment Plan for Calendar Year 2024 for the Deerbrooke Public Improvement District as described above.

Opened Public Hearing at 8:07 p.m.; closed Public Hearing at 8:14 p.m. No one spoke in favor of the request. Rosi Garcia, 2725 Grizzly Way; Scott Smith, 2620 Longhorn Ranch Court; James Larsen, 2616 Pine Branch; and Annette Knowles spoke in opposition of the request.

Motion: Approve the adoption of an updated Service and Assessment Plan for Calendar Year 2024, following a discussion.

By: Mayor DeLisle

Seconded: Councilmember Ross

Vote: 7 - 0

31. Conduct a Public Hearing to consider adoption of an updated Service and Assessment Plan for Calendar Year 2024 for the Crystal Springs Public Improvement District and an updated assessment roll to apportion assessments levied against property located in the District among subdivided lots, and to adjust boundaries between assessable and non-assessable lots.

- Discuss and consider action on an Ordinance adopting an updated Service and Assessment Plan for Calendar Year 2024 for the Crystal Springs Public Improvement District as described above.

Public Hearing opened at 8:23 p.m.; closed the Public Hearing at 8:23 p.m. No one spoke in favor or opposition of the request.

Motion: Approve the adoption of an updated Service and Assessment Plan for Calendar Year 2024.

By: Councilmember Pantalion-Parker

Seconded: Councilmember McDonald

Vote: 7 - 0

[Council recessed for a brief recess at 8:23 p.m./reconvened at 8:37 p.m.]

REGULAR AGENDA

32. Discuss and consider action on Tree Removal Case TRP-24-0027 regarding removal of fifteen (15) Heritage Trees and twenty-six (26) Significant Trees associated with the Leander Union Site Development Project (SD-24-0178) located at 10880 Crystal Falls Parkway, Leander, Williamson County, Texas.

Motion: Approve Tree Removal Case TRP-24-0027, following a discussion.

By: Councilmember Pantalion-Parker

Seconded: Councilmember McDonald

Vote: 7 - 0

33. Discuss and consider action on the approval of the Burleson Tract Phasing Plan associated with Subdivision Case CP-24-0033 on eight (8) parcels of land approximately 289.1 acres ± in size, more particularly described by Williamson Central Appraisal District Parcels R506005, R485247, R485248,

R031575, R392187, R392188, R031534, and R031533; and more commonly known as 14750 Ronald W. Reagan Boulevard, Leander, Williamson County, Texas.

Motion: Approve Burleson Tract Phasing Plan.

By: Councilmember Czernek

Seconded: Councilmember Pantalion-Parker

Vote: 7 - 0

34. Discuss and consider action on an Ordinance implementing the Fire and Police Employee Relations Act for the Leander Fire Department; recognizing the Association selected by a majority of the Fire Fighters as the exclusive Bargaining Agent; authorizing the City Manager to designate one or more persons to negotiate or bargain on behalf of the City.

Motion: Approve Ordinance implementing the Fire and Police Employee Relations Act.

By: Councilmember McDonald

Seconded: Councilmember Pantalion-Parker

Vote: 7 - 0

35. Discuss and reconsider action on appointing an additional Councilmember to the Capital Projects Financing Subcommittee.

Motion: Approve reconsideration on appointing an additional Councilmember to the Capital Projects Financing Subcommittee.

By: Councilmember Pantalion-Parker

Seconded: Councilmember Czernek

Vote: 3 - 4 Mayor DeLisle, Councilmember McDonald, Mayor Pro Tem Thompson, Councilmember Ross

36. Council Member Future Agenda Items *[Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.]*

None.

37. Council Member Closing Statements.

David McDonald - wished his wife happy anniversary tomorrow.

Christine DeLisle - stated tonight's dinner came from Randall's and reminded everyone to shop locally.

38. Convene into Executive Session pursuant to:

1. Section 551.071 and 551.087, Texas Government Code, Section 1.05, Texas Disciplinary Rules of Professional Conduct, deliberate proposed economic development incentives for one or more business prospects that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body is conducting economic development negotiations regarding Project EDA-24-003; and

2. to Sections 551.071 and 551.072, Texas Government Code, and Section 1.05, Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the acquisition of property for the Leander 2243 Water Main Project.

Convened into Executive session at 9:01 p.m.; reconvened back into open session at 10:29 p.m.

Reconvene into open session to take action as deemed appropriate in the City Council's discretion regarding:

1. Economic development negotiations regarding Project EDA-24-003; and
2. Acquisition of property for the Leander 2243 Water Main Project.

Item 1. No action.

Item 2. No action.

39. Adjournment

Adjourned at 10:30 p.m.

APPROVED

C. de Jisile
MAYOR

ATTEST:

Dana Crabtree
CITY SECRETARY



From: noreply@civicplus.com
To: [Dara Crabtree](#); [Debora Penberg](#); [Stefanie Brown](#)
Subject: Online Form Submission #3534 for Public Comments Request
Date: Tuesday, September 3, 2024 6:11:36 PM

Caution: This is an external email. DO NOT access links or attachments unless you know the sender and contents are safe. When in doubt, please notify IT Department staff.

Public Comments Request

Individuals who want to comment at the next regular meeting of the City Council or the Planning and Zoning Commission (P&Z) may complete the following request form. See [Agendas and Minutes](#) for a list of upcoming meetings.

Comments on agenda items:

- This form only applies to regular Council/P&Z meetings. It does not apply to special meetings, workshops, or other board or commission meetings.
- Comments must pertain to items that appear on the current posted Council/P&Z meeting agendas.
- Written comments will be included in the meeting record.
- Spoken comments will be limited to no more than three minutes (six minutes if translation is needed) per individual.
- This form must be submitted no later than noon on the Wednesday before the posted meeting start time.

Comments on non-agenda items:

Public comments on items not listed in the agenda will be limited to no more than 3 minutes (6 minutes if translation is needed) per individual. This form must be submitted no later than noon on the Wednesday prior to the posted meeting start time.

First Name Yvette

Last Name Smith

Yes

Do you live within
Leander city limits?

Home Address 1062 W South Street

City Leander

State Texas

Zip Code 78641

Phone Number 773-220-1992

Email Address

[REDACTED]

My comments apply to
the following regular
meeting: City Council

This form will only be accepted until noon on the Wednesday prior to the
next regular meeting in which an agenda has been posted.

Please see [Agendas and Minutes](#) for a list of upcoming meeting dates,
times, and agendas.

My comments apply to
the following meeting
date: 9/5/2024

My agenda item or
case number: NOT on agenda

My position on the
above agenda item or
case number: My item is NOT on the agenda.

I want to include
comments at the
meeting: Yes. But I only want my written comments added to the meeting
record.

My written comments Dear Members of the City Council,

I am writing to formally address an incident of racial
discrimination that occurred on August 31, 2024, at the Westview
Meadows community pool at approximately 4:40 PM.

During my visit, I was informed by the attendant that the pool had

a maximum capacity of 30 people. I assured her that we had no more than 25 children, as we were celebrating the end of a track season for children who had competed at a national level. Initially, she confirmed that there would be no problem with our group.

However, within ten minutes, she called me over to the gate and informed me that she had contacted her supervisor. She stated that, as a resident, I could only bring four guests into the pool, a policy she claimed was effective at that moment. When I asked if this was a new policy, she affirmed that it was. When I requested to speak with her manager, she provided me with the contact information for her manager, Kim.

I attempted to reach Kim but received no response and left a voicemail. Unfortunately, Kim never returned my call.

This experience was not only disheartening but also raised serious concerns about the equitable application of pool policies. I cannot help but feel that the treatment I received was influenced by racial bias, particularly given the sudden change in policy enforcement and the lack of communication from management.

I urge the council to investigate this matter thoroughly. It is imperative that all staff are trained to apply policies consistently and fairly, ensuring that every resident feels welcome and respected. Additionally, clear communication regarding policies should be established to prevent misunderstandings in the future.

Thank you for your attention to this important issue. I look forward to your response and to seeing meaningful changes that promote inclusivity and equity within our community facilities.

I want to upload a file with this form:

[Yvette Smith Letter.docx](#)

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Dara Crabtree](#); [Debora Penberg](#); [Stefanie Brown](#)
Subject: Online Form Submission #3535 for Public Comments Request
Date: Tuesday, September 3, 2024 6:24:59 PM

Caution: This is an external email. DO NOT access links or attachments unless you know the sender and contents are safe. When in doubt, please notify IT Department staff.

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First Name	Dinita
Last Name	Caldwell
	No

Do you live within
Leander city limits?

Home Address 212 Covala Drive

City Cedar Park

State Texas

Zip Code 78613

Phone Number 512-413-0714

Email Address

My comments apply to
the following regular
meeting: City Council

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next regular meeting in which an agenda has been posted.

Please see [Agendas and Minutes](#) for a list of upcoming meeting dates,
times, and agendas.

My comments apply to
the following meeting
date: 9/5/2024

My agenda item or
case number: NOT on the agenda

My position on the
above agenda item or
case number: My item is NOT on the agenda.

I want to include
comments at the
meeting: Yes. But I only want my written comments added to the meeting
record.

My written comments Dear Council Members,
I am writing to express my dismay regarding a recent incident
that I experienced in the City of Leander. The incident occurred
on Saturday, August 31, 2024 in the 4 o'clock hour. The location
was at the Westview Meadows community pool.
I am writing this letter in my capacity as a resident of Williamson
County and as a parent of three National All American track and

field athletes who competed in the 2024 Junior Olympics. Our coaches wanted to celebrate the athletes by hosting an end-of-year celebration with food and fun. Our coach Ms. Yvette Smith welcomed a small group to her community pool at Westview Meadows for the celebration where she has hosted family members upwards of 10 people this past summer. When I arrived to the pool, a few minutes after Yvette and a few other families, I noticed that everyone was gathered on the grass outside of the pool gates. When I walked up to see what was going on, I learned that the pool attendant informed us that we could not enter the pool. Her reasoning was based on capacity concerns. The attendant stated that the capacity of the pool was 30 people. The pool was completely empty and our team had less than 30 people including parents. There were some words exchanged between the pool attendant and Ms. Smith. I then learned that Ms. Smith was told she could only have four guests at a time. The attendant shared that this is a pool policy that went into effect at the time we wanted to enter the pool. Ms. Smith continued to speak to the attendant while it was clear to the families that we were being turned away. The children were completely disappointed and didn't understand why they could not enter. This incident was disheartening to say the least and handled poorly by the attendant. While, I understand that the City may not have any recourse given this particular pool is not a City pool, rather managed by the Home Owners Association (HOA), I think it is important for the leadership of the City to be aware of this incident. Appropriate action is being taken at the HOA level as well. The pride of Leander is built on family and unity. When something like this happens to one of us, it effects all of us. Our black and brown babies should not have been subjected to this treatment. I urge you to use whatever authority you have within your power to send a message that this is level of treatment to community members is not okay. Thank you for your time and attention to this important matter.

Sincerely,

Dinita Caldwell, Community Member
212 Covala Drive, Cedar Park, TX 78613
[REDACTED] or 512-413-0714

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with this form:

[Dinita Caldwell_COL_Letter.docx](#)

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