



**AGENDA  
CITY COUNCIL RETREAT  
CITY OF LEANDER, TEXAS**

Pat Bryson Municipal Hall  
201 North Brushy Street - Leander, Texas  
Friday - July 28, 2023 at 8:30 AM



**Mayor – Christine DeLisle**  
**Place 1 – Kathryn Pantalion-Parker**  
**Place 2 – Esme Mattke Longoria, Mayor Pro Tem**  
**Place 3 – David McDonald**

**Place 4 – Na'Cole Thompson**  
**Place 5 – Chris Czernek**  
**Place 6 – Becki Ross**  
**City Manager – Rick Beverlin**

City Council of the city of Leander, Texas will convene on Friday, July 28, 2023, at the time stated above to hold a retreat to allow the city councilmembers to communicate and assess the current status of issues, programs and policies that affect the city of Leander and to engage in comprehensive planning regarding the city's anticipated future issues and needs for its citizens regarding the items listed in this agenda. The items listed below are for discussion purposes only and no formal action or votes will be taken. As a quorum of the members of the city council will be present, this agenda is being posted in compliance with chapter 551 Texas Government Code and the Texas Open Meeting Act. **The meeting will be live-streamed at the following link:** <https://www.leandertx.gov/video>. *A working lunch is anticipated around 12:00 p.m. along with a 15 minute mid-morning and mid-afternoon break.*

1. Open Meeting
2. Roll Call
3. Budget/Capital Improvement Projects
4. Economic Development
  - State of economy
  - Market sectors
  - Strategic plan
5. Future Land Use Map
  - Uses supported in centers and corridors
6. Ordinance and Fee Schedule Update
7. Update on Development Process Review recommendation
8. City website update
9. Convene into Executive Session pursuant to Section 551.074, Texas Government Code, to discuss or deliberate the City Manager's 2023 Goals.

Reconvene into open session to take action as deemed appropriate in the City Council's discretion regarding City Manager's 2023 Goals.

## 10. Adjournment

### **CERTIFICATION**

This meeting will be conducted pursuant to the Texas Government Code Section 55 1.001 et seq. At any time during the meeting the Council reserves the right to adjourn into Executive Session on any of the above posted agenda items in accordance with the Sections 55 1.071 [litigation and certain Consultation with attorney], 551.072 [acquisition of interest in real property], 55 1.073 [prospective gift to city], 55 1.074 [certain personnel deliberations] or 551.076 [deployment/implementation of security personnel or devices]. The City of Leander is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call the City Secretary at (512) 528-2743 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may call (512) 528-2800. I certify that the above agenda for this meeting of the City Council of the City of Leander, Texas. was posted on the bulletin board at City Hall in Leander. Texas on the 24 day of July 2023 by 5:30 pm pursuant to Chapter 551 of the Texas Government Code.

A handwritten signature in dark ink, appearing to read "Dara Crabtree", written over a horizontal line.

Dara Crabtree, City Secretary, TRMC



**EXECUTIVE SUMMARY**  
**07/28/2023**

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**AGENDA SUBJECT:**

Budget/Capital Improvement Projects

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**Attachments**

1. Budget Presentation
2. FY24 CIP Project List
3. CIP Presentation

City of  
*Leander*



Pat Bryson  
Municipal Hall

201 N. Brushy St.  
Leander, Texas

# City Council Retreat

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July 28-29, 2023

## City Manager's Preliminary Budget

FY 2024



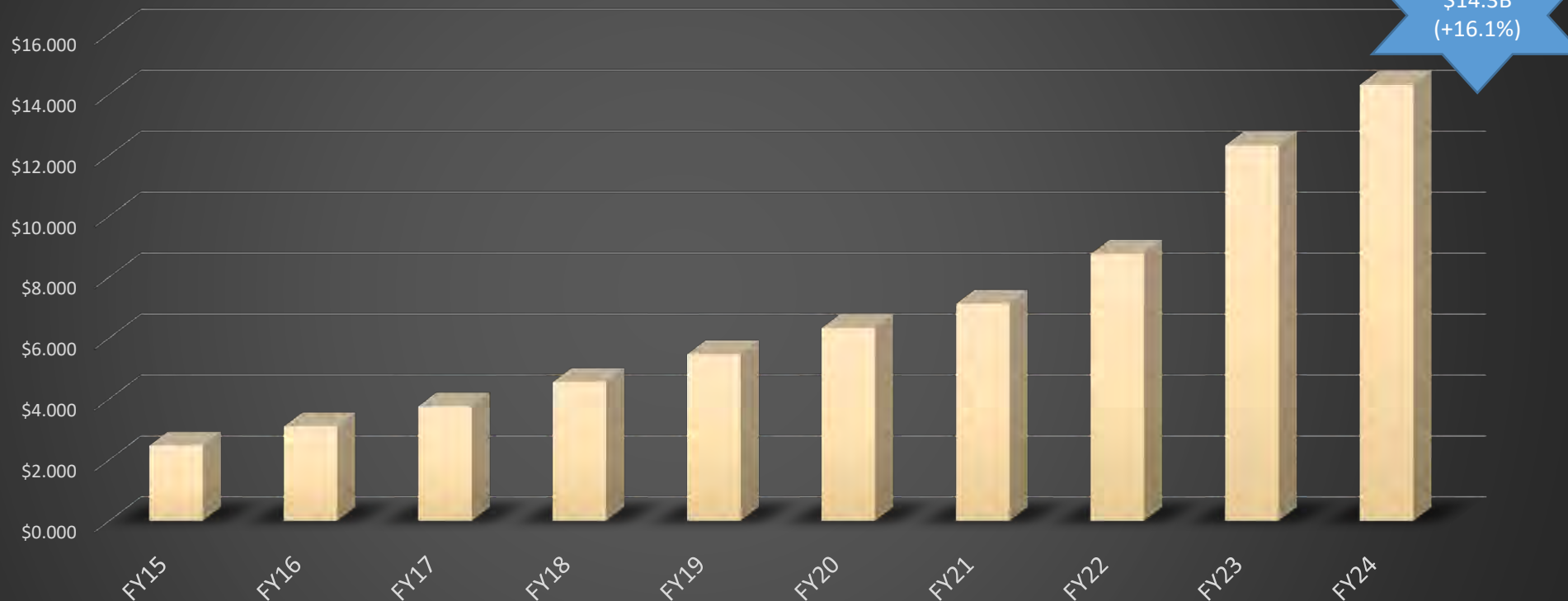
# FUND SUMMARY

## PRELIMINARY FY24

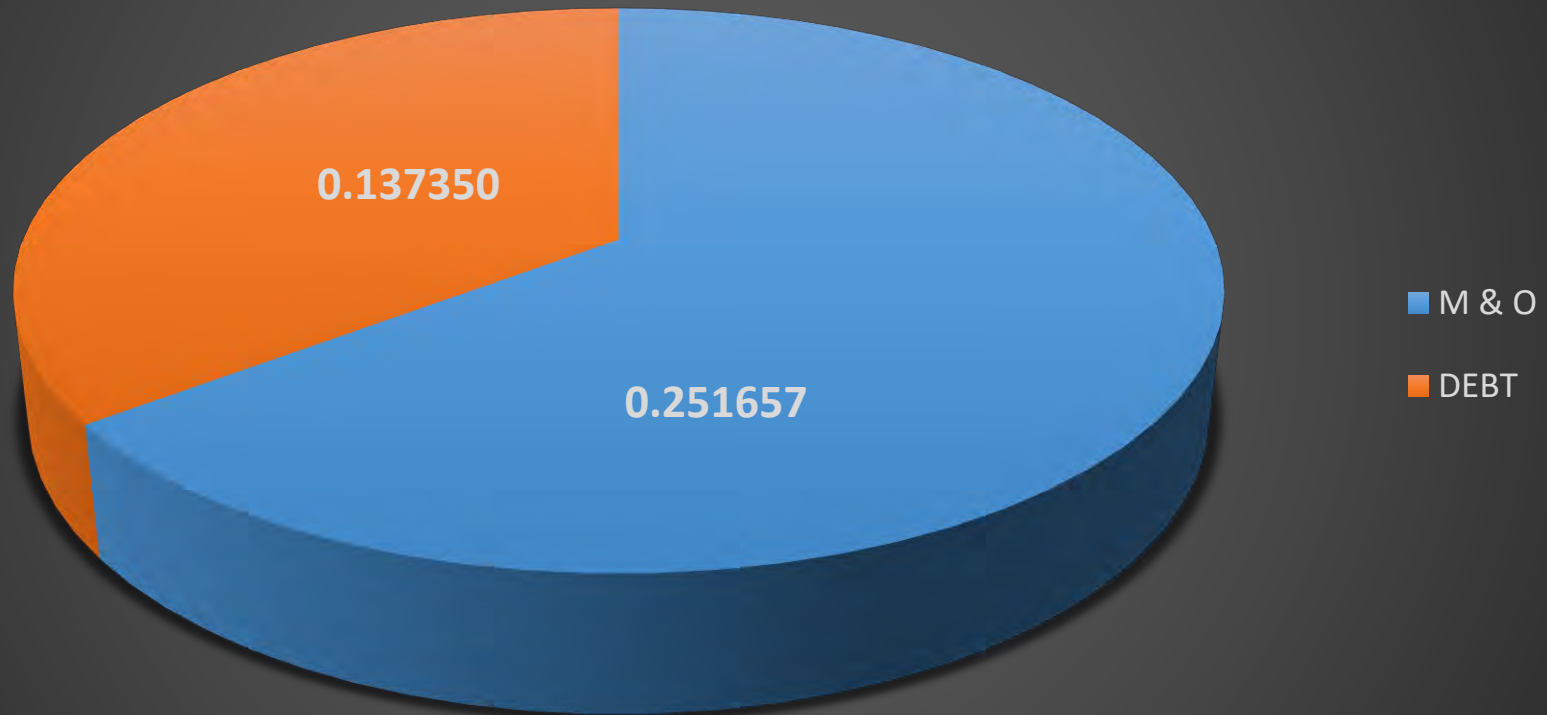
|                          | CURRENT                   | ESTIMATED                 | PROPOSED                  |              |
|--------------------------|---------------------------|---------------------------|---------------------------|--------------|
|                          | 2023                      | 2023                      | 2024                      | % CHG        |
| <b>FUND</b>              |                           |                           |                           |              |
| GENERAL FUND             | 67,901,367                | 64,713,624                | 67,046,797                | -1.3%        |
| GOLF FUND                | 1,892,880                 | 1,940,789                 | 2,122,120                 | 12.1%        |
| UTILITY FUND             | 52,741,448                | 52,610,205                | 49,838,562                | -5.5%        |
| DEBT SERVICE             | 19,343,236                | 19,768,236                | 20,603,250                | 6.5%         |
| SPECIAL REVENUE FUNDS    | 7,007,032                 | 5,716,213                 | 7,524,925                 | 7.4%         |
| GENERAL CAPITAL PROJECTS | 53,625,462                | 11,109,568                | 51,306,720                | -4.3%        |
| UTILITY CAPITAL PROJECTS | 125,425,779               | 23,191,856                | 115,385,367               | -8.0%        |
| INTERNAL SERVICE FUNDS   | 2,394,989                 | 2,160,884                 | 2,090,700                 | -12.7%       |
| <b>ALL FUNDS</b>         | <b><u>330,332,193</u></b> | <b><u>181,211,375</u></b> | <b><u>315,918,441</u></b> | <b>-4.4%</b> |

# Tax Base (Net Taxable Before Freeze Adj)

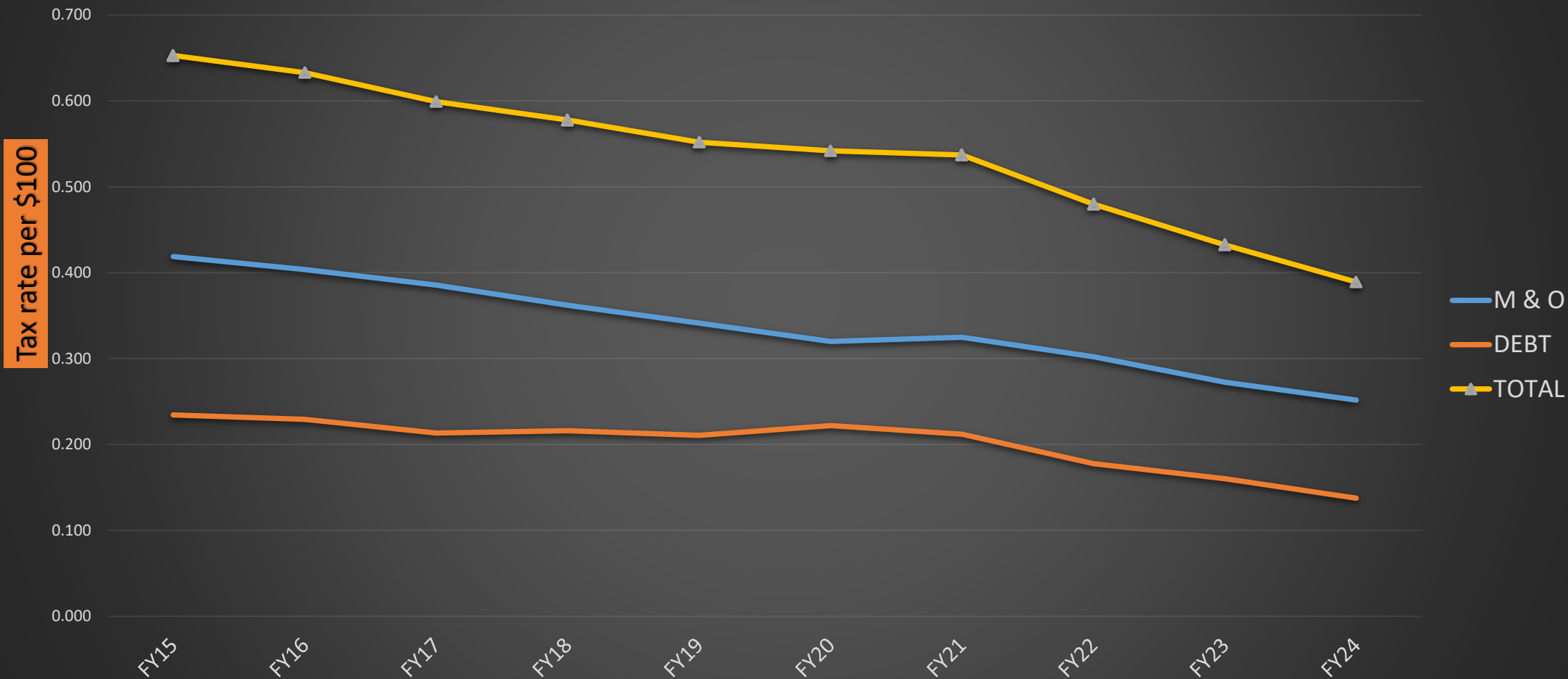
Billions



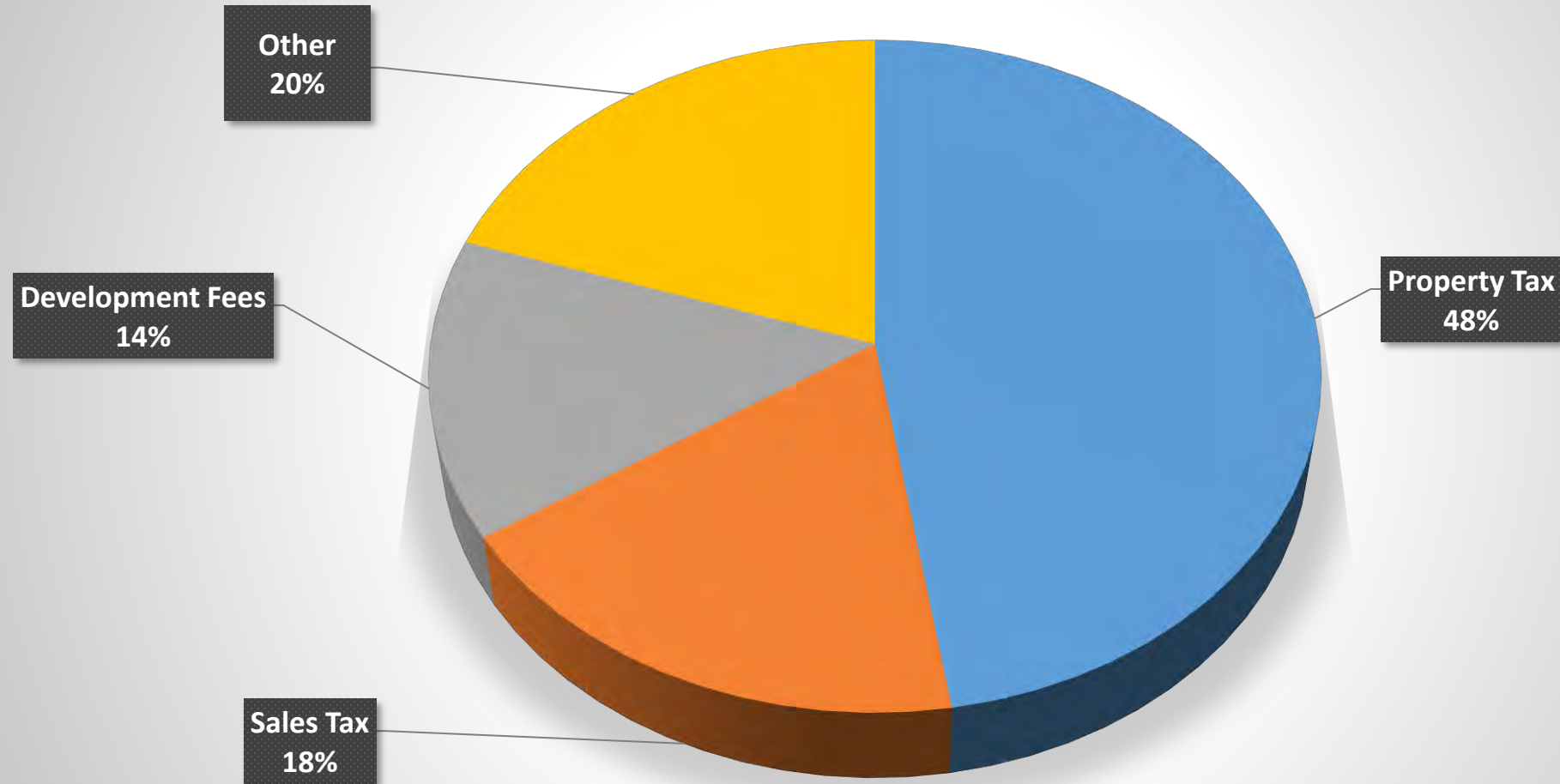
FY24 Preliminary Tax Rate  
M&O vs Debt (0.389)



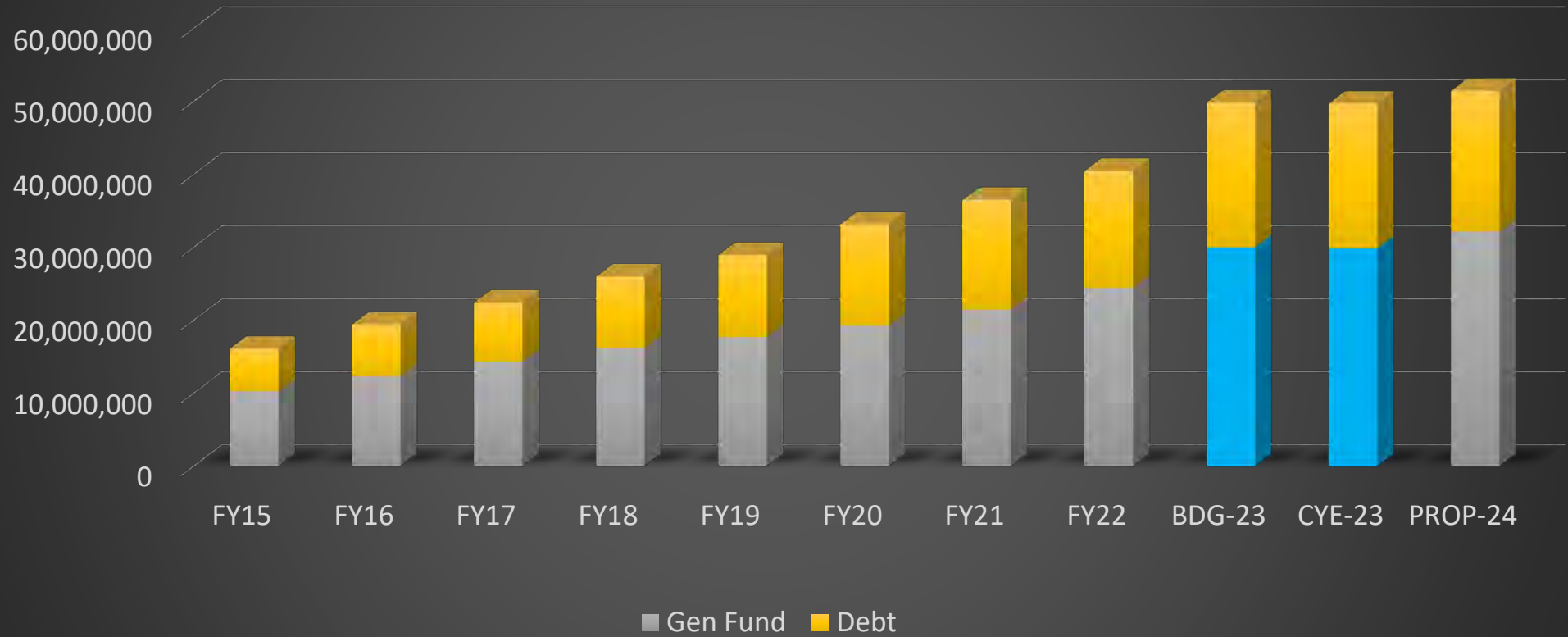
Historical Tax Rates  
(FY24 preliminary)



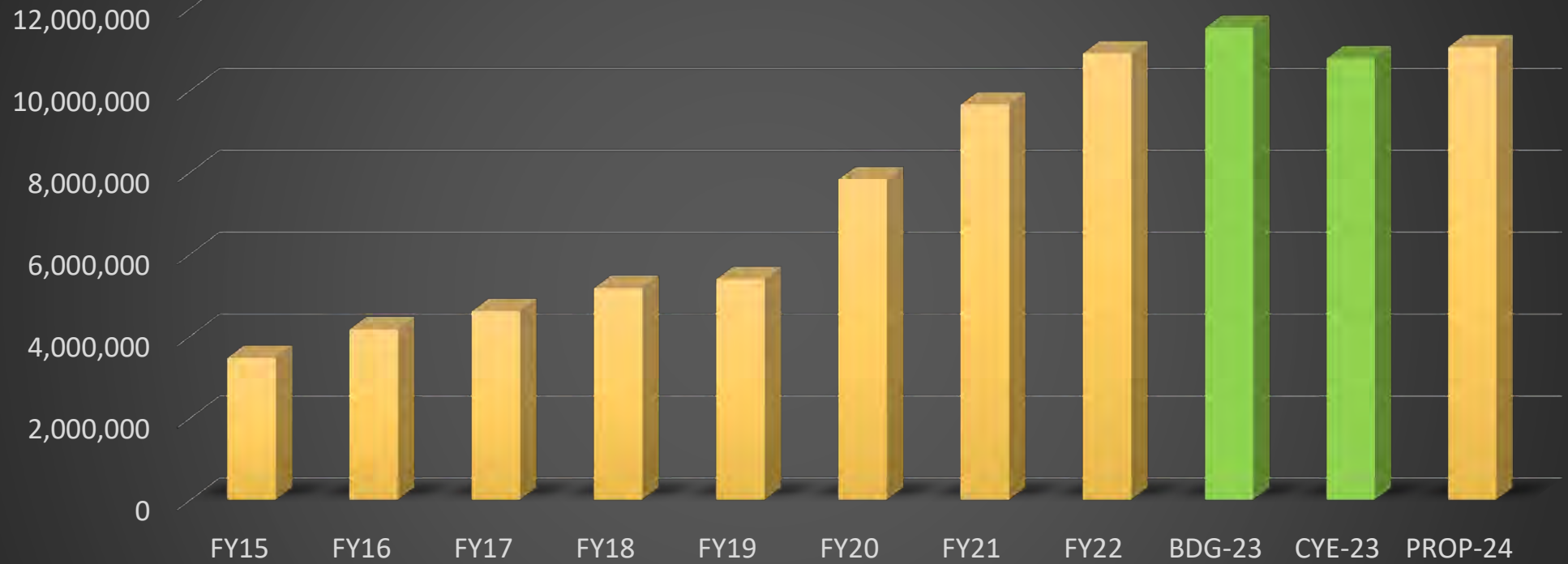
## General Fund Revenue Sources



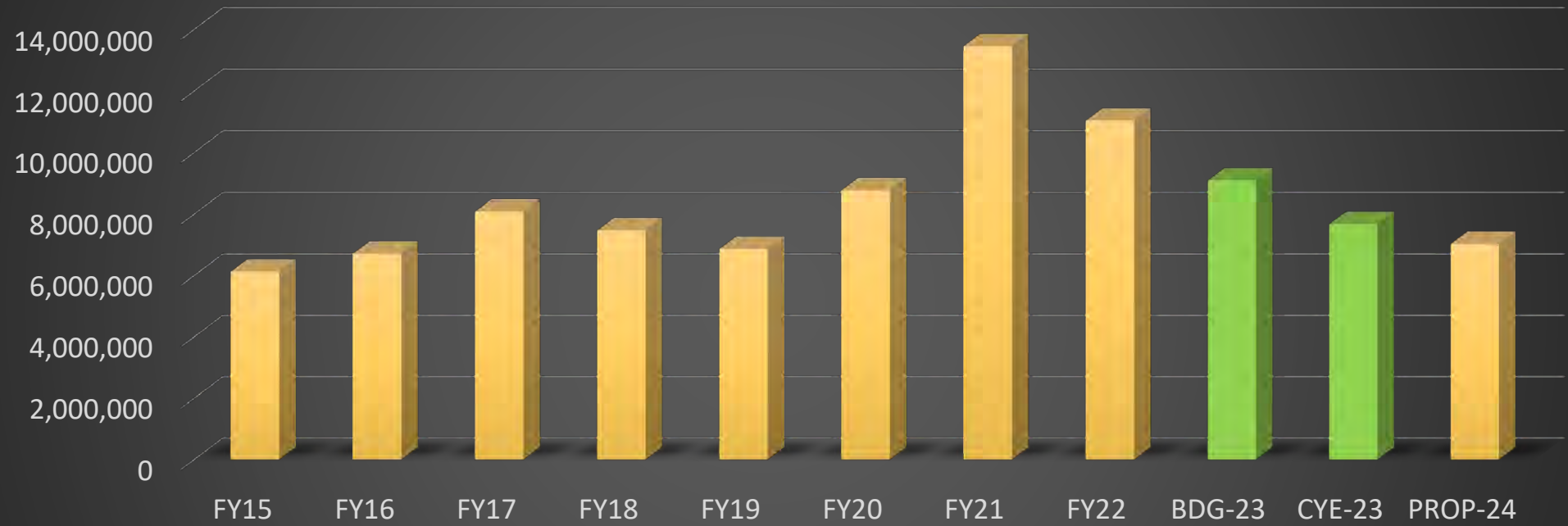
## Property Tax Revenues



## Sales Tax Revenues

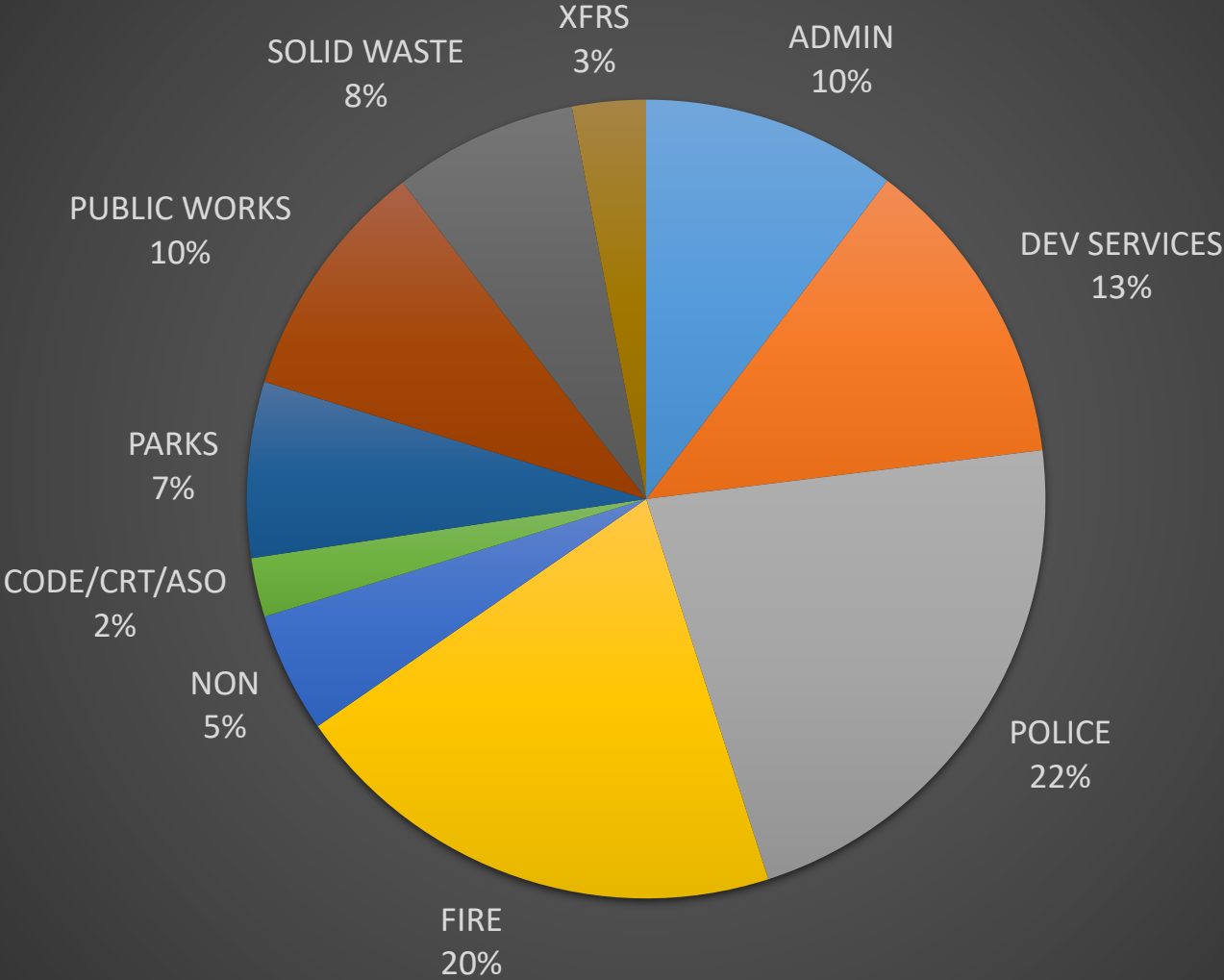


## Development Fees

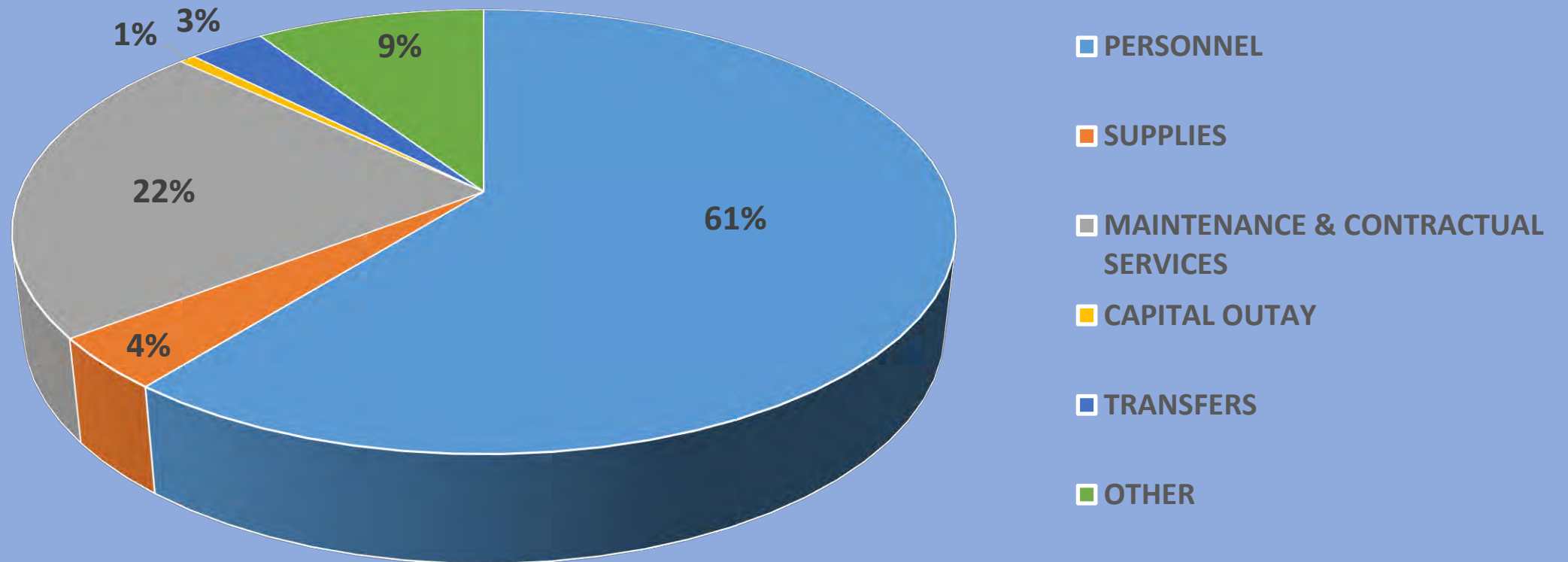




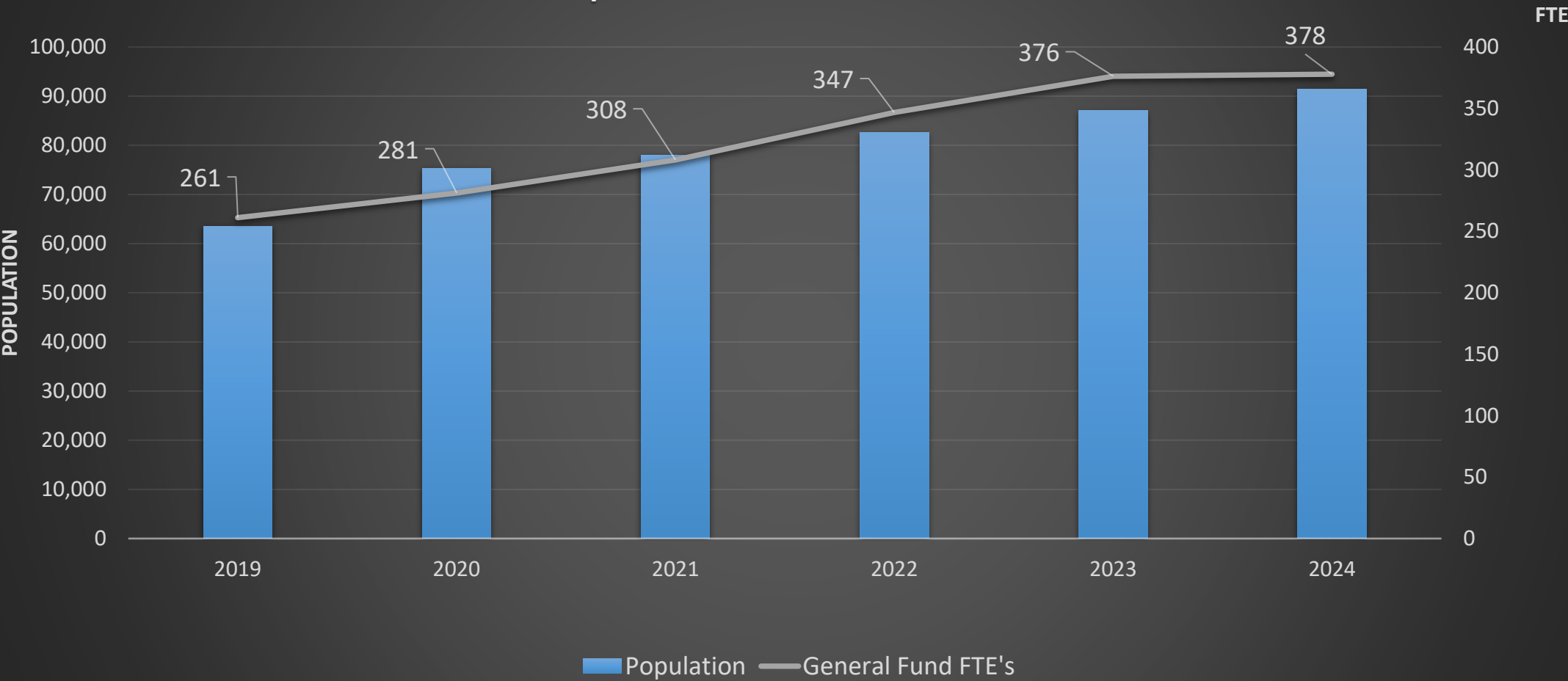
General Fund Departments



## General Fund Expenditures by Type FY24



# Population vs General Fund FTE's



# FY 2024 Preliminary Budget

What's New?

# General Fund Recommended Supplements (Recurring Costs)

| DEPARTMENT             | DESCRIPTION                                            | DEPT RANK | FY24         |
|------------------------|--------------------------------------------------------|-----------|--------------|
| NON-DEPARTMENTAL       | PUBLIC SAFETY STEP PLANS & CIVILIAN STAFF MERIT PLANS  | N/A       | \$585,000    |
| FINANCE                | (NEW POSITION) - GRANTS & CONTRACT ACCOUNTANT ✨        | 1         | \$114,005    |
| NON-DEPARTMENTAL       | CHAMBER TOP TIER MEMBERSHIP                            | 1         | (\$11,000)   |
| CITY COUNCIL           | PROGRAM FUNDING FOR PUBLIC ARTS & CULTURE COMMISSION   | 2         | ➡ \$25,000   |
| HUMAN RESOURCES        | RECLASS HR BENEFITS MANAGER TO ASSISTANT HR DIRECTOR   | 1         | \$12,145     |
| INFORMATION TECHNOLOGY | KACE IMAGING TOOL                                      | 2         | \$10,882     |
| PLANNING               | RECLASS PLANNER POSITIONS TO SENIOR PLANNER (X2)       | 2         | \$22,999     |
| PLANNING               | RECLASS SENIOR PLANNING COORDINATOR TO SUPERVISOR      | 1         | \$4,600      |
| PARKS AND RECREATION   | CONVERT 2 PT TO 1 FT ATHLETIC ATTENDANT ✨              | 1         | \$51,230     |
| POLICE                 | COMMUNITY ENGAGEMENT WITH <u>MY90</u> AXON INTEGRATION | 12        | \$4,644      |
| POLICE                 | CHANGE COMM. CENTER TO A 36/44 HOUR SCHEDULE           | 9         | \$25,000     |
| NON-DEPARTMENTAL       | LOWER HEALTH INSURANCE DEDUCTIBLE (\$1,500)            | N/A       | \$204,907    |
| ✨ Denotes New Position | SUB-TOTAL                                              |           | \$ 1,049,412 |

# General Fund

## Recommended Supplements

### (1X)

| DEPARTMENT                                               | DESCRIPTION                                                  | DEPT RANK | FY24      |
|----------------------------------------------------------|--------------------------------------------------------------|-----------|-----------|
| CITY MANAGER                                             | CONTINGENCY FUNDS (INCLUDED IN BASE BUDGET) *                | N/A       | \$207,608 |
| CITY MANAGER                                             | PUBLIC SAFETY EFFICIENCY STUDY - 1X                          | 1         | \$125,000 |
| CITY MANAGER                                             | DAVIS HOUSE DEMOLITION -1X                                   | 2         | \$50,000  |
| GENERAL SERVICES                                         | INTERNET AT JOULE BUILDING - 1X                              | 2         | \$20,000  |
| GENERAL SERVICES                                         | CITY HALL HVAC REPLACEMENT - 1X                              | 3         | \$62,000  |
| PLANNING                                                 | TYLER ASSIST - 1X                                            | 3         | \$52,000  |
| PLANNING                                                 | OFFICE CUBICLES - 1X                                         | 4         | \$27,148  |
| PUBLIC WORKS                                             | DUMP TRUCK SANDER - 1X                                       | 2         | \$27,000  |
| PUBLIC WORKS                                             | SIGNAL TIMING CORRIDOR - 1X                                  | 1         | \$56,000  |
| ENGINEERING                                              | 2024 LIDAR & CONTOUR PROCUREMENT - 1X                        | 1         | \$18,732  |
| PARKS AND RECREATION                                     | GATOR UTILITY VEHICLE - 1X                                   | 4         | \$20,000  |
| PARKS AND RECREATION                                     | U.V. SYSTEM - BLEDSOE SPLASHPAD - 1X                         | 2         | \$55,000  |
| POLICE                                                   | PATROL - BALLISTIC SHIELDS (8) – PRIOR YEAR CARRY-FWD - 1X   | 0         | \$3,200   |
| POLICE                                                   | CID - CRIME LAB COMPUTER - 1X                                | 11        | \$11,000  |
| POLICE                                                   | CID - EVIDENCE STORAGE REFRIGERATOR - 1X                     | 13        | \$12,000  |
| POLICE                                                   | SPECIAL OPS – ACCIDENT RECONSTRUCTION SYSTEM & TRAINING - 1X | 12        | \$7,200   |
| POLICE                                                   | SPECIAL OPS - ACCIDENT RECONSTRUCTION COMPUTER- 1X           | 10        | \$13,200  |
|                                                          |                                                              |           |           |
| * REMAINING 1X COSTS FUNDED<br>WITH RESERVES (\$559,480) |                                                              | SUB-TOTAL | \$767,088 |

# Other Funds

## Recommended Supplements

| DEPARTMENT   | DESCRIPTION                                       | DEPT RANK | FY24              |
|--------------|---------------------------------------------------|-----------|-------------------|
| GENERAL CIP  | GENERAL FUND TRANSFER (RESERVE FUNDS)             | N/A       | \$2,500,000       |
|              |                                                   |           |                   |
| GOLF         | EXCAVATOR                                         | 1         | \$79,450          |
| GOLF         | TRANSPORT TRAILER                                 | 2         | \$9,500           |
| GOLF         | (NEW POSITIONS) GUEST SERVICES ATTENDANTS         | 3         | <u>\$48,876</u>   |
|              | GOLF TOTAL                                        |           | <b>\$137,826</b>  |
|              |                                                   |           |                   |
| PUBLIC WORKS | WATERGEMS - WATER DISTRIBUTION SOFTWARE - 1X      | 2         | \$18,732          |
| PUBLIC WORKS | CREW LEADER WATER/WASTEWATER                      | 4         | \$72,190          |
| PUBLIC WORKS | (NEW POSITION) - WATER QUALITY SPECIALIST         | 1         | \$106,301         |
| PUBLIC WORKS | UTILITY FOREMAN TRUCKS (2)                        | 2         | \$130,000         |
| PUBLIC WORKS | CREW LEADER WATER/WASTEWATER                      | 5         | \$72,190          |
| PUBLIC WORKS | JOHN DEERE BACKHOE 410P & TRAILER                 | 0         | \$173,000         |
| PUBLIC WORKS | WATER RESTRICTION COMPLIANCE ENFORCEMENT          | 0         | \$50,000          |
| PUBLIC WORKS | (UPGRADE) UTILITIES COMPLIANCE & CONSERVATION MGR | 6         | <u>\$46,810</u>   |
|              | UTILITY FUND TOTAL                                |           | <b>\$ 818,049</b> |

FY 2024 Preliminary Budget

Unfunded Department  
Requests



# General Fund

## Unfunded Requests – Recurring Costs

| DEPARTMENT             | DESCRIPTION                                       | DEPT RANK | FY24         |
|------------------------|---------------------------------------------------|-----------|--------------|
| LIBRARY                | (NEW POSITION) PT LIBRARY GENERALIST              | 2         | \$54,530     |
| HUMAN RESOURCES        | (NEW POSITION) SAFETY OFFICER/RISK MANAGER        | 2         | \$127,518    |
| INFORMATION TECHNOLOGY | IT ROOMS ENVIRONMENT/SECURITY MONITORING SOLUTION | 6         | \$46,875     |
| INFORMATION TECHNOLOGY | SECURITY NETWORK MONITORING SERVICE (ALBERT)      | 7         | \$28,900     |
| INFORMATION TECHNOLOGY | (NEW POSITION) PUBLIC SAFETY DESKTOP SUPPORT TECH | 5         | \$122,614    |
| POLICE                 | (NEW POSITION) MEDIA & COMMUNICATIONS SPECIALIST  | 8         | \$120,288    |
| POLICE                 | (NEW POSITIONS) POLICE COMMANDER X 2              | 1         | \$437,746    |
| POLICE                 | (NEW POSITIONS) PATROL OFFICER X 4                | 3         | \$813,177    |
| POLICE                 | (NEW POSITION) CID DETECTIVE SERGEANT             | 7         | \$175,010    |
| POLICE                 | (NEW POSITIONS) CID OFFICER DETECTIVE X 2         | 5         | \$343,324    |
| POLICE                 | (NEW POSITIONS) SPECIAL OPS - TEAM OFFICER X2     | 2         | \$382,606    |
| POLICE                 | (NEW POSITIONS) SPECIAL OPS - SIU DETECTIVE X2    | 4         | \$298,333    |
| FIRE                   | (NEW POSITION) LOGISTICS SPECIALIST               | 1         | \$89,932     |
| FIRE                   | (NEW POSITIONS) TILLER STAFFING (5 FF'S)          | 5         | \$530,220    |
| FIRE                   | (NEW POSITIONS) 3 FIREFIGHTERS                    | 4         | \$317,230    |
|                        |                                                   |           |              |
|                        | SUB-TOTAL                                         |           | \$ 3,888,303 |

# General Fund Unfunded Requests (1x)

| DEPARTMENT             | DESCRIPTION                                                                  | RANK | FY24         |
|------------------------|------------------------------------------------------------------------------|------|--------------|
| FINANCE                | CAMERA SYSTEM FOR CASH INTAKE POINTS - CITYWIDE                              | 4    | \$20,000     |
| HUMAN RESOURCES        | SURVEY OF EMPLOYEE ENGAGEMENT                                                | 3    | \$3,000      |
| INFORMATION TECHNOLOGY | IT ASSESSMENT FOR 5 YEAR PLAN                                                | 3    | \$62,727     |
| INFORMATION TECHNOLOGY | ACTIVE DIRECTORY SECURITY AUDIT – 3 <sup>RD</sup> THIRD PARTY                | 4    | \$54,541     |
| POLICE                 | ADDITIONAL PATROL VEHICLES X2                                                | 17   | \$196,892    |
| POLICE                 | RIFLE SUPPRESSORS (50) (PARTIALLY APPROVED FY23 - NOT PURCHASED)             | 0    | \$27,500     |
| POLICE                 | TRAINING SIMULATOR                                                           | 14   | \$31,500     |
| POLICE                 | ROWER EQUIPMENT – APPLICANT TESTING                                          | 16   | \$4,000      |
| POLICE                 | ACCIDENT SCENE LIGHTING FOR INVESTIGATIONS                                   | 15   | \$24,000     |
| POLICE                 | BEARCAT (ARMORED RESPONSE VEHICLE)                                           | 18   | \$300,000    |
| POLICE                 | BALLISTIC SHIELD WITH VIEWPORT AND LIGHTS X2 (APPROVED FY23 - NOT PURCHASED) | 0    | \$5,700      |
| POLICE                 | 9MM AR PISTOLS (APPROVED FY23 - NOT PURCHASED)                               | 0    | \$8,000      |
| FIRE                   | FIRE STATION 6 - DESIGN AND CONSTRUCTION (M.9)                               | 2    | \$1,200,000  |
| FIRE                   | FIRE STATION 6 - BRUSH TRUCK                                                 | 6    | \$275,000    |
| FIRE                   | FIRE STATION 6 - QUINT                                                       | 3    | \$2,200,000  |
|                        |                                                                              |      |              |
|                        | SUB-TOTAL                                                                    |      | \$ 4,412,860 |

# Other Funds Unfunded Requests

| DEPARTMENT       | DESCRIPTION                             | RANK | FY24       |
|------------------|-----------------------------------------|------|------------|
| GOLF MAINTENANCE | GOLF MECHANIC LIFT                      | 6    | \$11,000   |
| GOLF MAINTENANCE | CLUBHOUSE AREA HARDSCAPE IMPROVEMENTS   | 13   | \$25,000   |
| GOLF MAINTENANCE | PAVEMENT & MATERIAL STORAGE BINS        | 14   | \$18,000   |
| GOLF MAINTENANCE | DRAINAGE IMPROVEMENTS                   | 8    | \$12,000   |
| GOLF MAINTENANCE | IRRIGATION SPRINKLER HEAD ADDITIONS     | 9    | \$11,500   |
| GOLF MAINTENANCE | INCREASE TURF MAINTENANCE BUDGET        | 7    | \$20,000   |
| GOLF MAINTENANCE | TRACTOR                                 | 5    | \$43,700   |
| GOLF MAINTENANCE | EMPLOYEE RESTROOM MAINTENANCE           | 19   | \$3,800    |
| GOLF PRO SHOP    | CLUBHOUSE DECK AND HANDRAIL RENOVATION  | 12   | \$21,000   |
| GOLF PRO SHOP    | JANITORIAL SERVICES                     | 4    | \$18,876   |
| GOLF PRO SHOP    | CLUBHOUSE RESTROOM REPAIRS              | 11   | \$8,500    |
| GOLF PRO SHOP    | GOLF COURSE SIGNAGE                     | 22   | \$1,167    |
| GOLF PRO SHOP    | SECURITY CAMERAS - CLUB HOUSE (OUTSIDE) | 24   | \$3,521    |
| GOLF PRO SHOP    | SECURITY CAMERAS - CLUBHOUSE (INSIDE)   | 18   | \$6,545    |
| GOLF PRO SHOP    | CLUBHOUSE DECK MISTING FANS             | 16   | \$5,239    |
| GOLF PRO SHOP    | GOLF SHOP ENTRY SLIDING DOOR            | 23   | \$1,200    |
| GOLF PRO SHOP    | GOLF OPERATIONS RADIO SYSTEM            | 21   | \$3,300    |
|                  |                                         |      |            |
|                  | GOLF TOTAL                              |      | \$ 214,348 |

# Other Funds

## Unfunded Requests

| DEPARTMENT               | DESCRIPTION                                       | RANK | FY24     |
|--------------------------|---------------------------------------------------|------|----------|
| ARTS & CULTURE FUND      | PUBLIC ART AND CULTURE MASTER PLAN                | 0    | \$49,000 |
|                          |                                                   |      |          |
| HOTEL OCCUPANCY TAX FUND | MASON HOMESTEAD IMPROVEMENTS FOR VISITORS         | 1    | \$1,000  |
|                          |                                                   |      |          |
| UTILITY BILLING          | INSTALL AMR READING SOFTWARE ON FIELD STAFF IPADS | 2    | \$20,000 |
|                          |                                                   |      |          |
| PARKLAND DEDICATION FUND | TREE PLANTINGS - USE OF HERITAGE TREE FUNDS       | 1    | \$49,900 |
|                          |                                                   |      |          |
|                          |                                                   |      |          |

# FY 2024 Preliminary Proposed Budget

What's Next?

# Next Steps

## Texas Truth-in-Taxation

- State law limits property tax increase to 3.5% for operations & maintenance on properties on the tax roll last year.
- The debt portion of the tax rate is based on the rate needed to pay existing debt service for the upcoming fiscal year.
- Preliminary Tax Rate is projected to be 38.9 cents or 4.33 cents lower than current rate of 43.2325.

# Next Steps

## Texas Truth-in-Taxation

- State law requires calculation of two tax rates.
  - (1) No-New-Revenue (NNR)
  - (2) Voter-Approval-Rate (VAR)
- The NNR rate is rate that would produce same amount of property taxes on existing property as last year (for operations, not debt.)
- The VAR is the NNR plus the allowed 3.5% increase.
- Any proposed rate above the VAR must be approved by the voters.
- The preliminary budget is based upon the VAR tax rate. 

# Next Steps

## Texas Truth-in-Taxation

- Williamson County Tax Office is in the process of calculating the City's NNR and VAR tax rates.
- Aug. 3 – staff will present the calculations to City Council.
- Aug. 3 – Council will vote on a “proposed” tax rate which then becomes the maximum rate that can be considered before final adoption in Sep.
- If a rate above the NNR is accepted, then a public hearing is required.



# Budget Risks?

- Revenue estimates are conservative, but subject to risks that we haven't seen for a while.
  - Rising mortgage interest rates might slow the pace of new home construction.
  - Supply chain issues could impact new construction timelines.
  - Sales taxes are highly sensitive to outside market forces.
- Expenditure projections are also subject to certain risks.
  - Inflation
  - Tight labor supply impacting contractor pricing

(Coincidentally – this slide is unchanged from last year)

| FY 2023 - 2024 CIP Projects                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                        |                                                                                                                                                                                                                                                                                                                                                      |             |       |        |            |                 |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------|--------|------------|-----------------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| PHASES: 1. <b>PLANNING</b> - project conception, feasibility and permitting<br>2. <b>DESIGN</b> - development of schematic drawings and specifications, standards identification<br>3. <b>BID &amp; CONTRACT</b> - sourcing and procurement of construction contractor and affiliated services<br>4. <b>CONSTRUCTION</b> - project execution, monitoring and controlling<br>5. <b>CLOSEOUT</b> - project completion, official handover and contract closure |                |                                        |                                                                                                                                                                                                                                                                                                                                                      |             |       |        |            |                 |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                              |
| Project ID                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Project Number | Project Name                           | Project Description                                                                                                                                                                                                                                                                                                                                  | Department  | Type  | Status | Priority   | Current Phase   | Phase % Complete | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Project Manager<br>Project Engineer          |
| W.6                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                | Falcon Oaks Water System Improve ments | <b>SUMMARY:</b> 8-inch water line connected to existing Falcon Oaks 6-inch water line and add fire hydrant at most remote corner of neighborhood.<br><b>BENEFIT:</b> Increase volume and flow to supplement the currently available water supply system.                                                                                             | Engineering | WATER | Active | 1-Critical | CONSTRUCTION    | 45%              | <ul style="list-style-type: none"><li>• Design Consultant: K Friese - POC [Christopher Leal -Ph 512-338-1704, cleal@kfriese.com]</li><li>• Drawings approved and signed June 23, 2022.</li><li>• Received Bids on October 27; currently qualifying lowest bidders.</li><li>• Qualified Joe Bland Construction on December 20. Notice Of Award was sent by Kay Johnson.</li><li>• Approved by City Council on Feb. 2, 2023</li><li>• Pre-con on February 10, 2023.</li><li>• Notice To Proceed February 27, 2023.</li><li>• Water line completed in April, 2023.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Tony Bettis<br>Sarvesh Dhakal                |
| W.18                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | RM 2243 Phase 1                        | <b>SUMMARY:</b> 16-inch diameter pipeline along RM 2243 from Ronald Reagan Blvd. to 183A, and new 12-inch diameter pipeline from 183A to the Leander WWTP.<br><b>BENEFIT:</b> Increase water supply and redundancy between the East and West side of the City.                                                                                       | Engineering | WATER | Active | 1-Critical | DESIGN          | 60%              | <ul style="list-style-type: none"><li>• Professional services agreement with Garza EMC in the amount of \$564,137.68 for engineering services related to the design and construction of RM 2243 Waterlines (CIP project W.18)</li><li>• Kick-Off Meeting held 12/17/2021</li><li>• Consultant needs Right Of Access from adjacent land owners for surveying and geotechnical investigation. Dianna Tinkler is completing obtaining ROA's</li><li>• Amendment 1 approved in City Council 7/21/22 for 8" WL along Ridgmar, to close that loop</li><li>• 30% drawing set expected from consultant by 9/8/22.</li><li>• Garza EMC addressing COL comments on 30% set and developing 60% set; negotiating ROE from property owners to be able to perform survey and Geotech investigations</li><li>• Presidential Holdings property presented with updated ROE language regarding timing of report and collected information issuance.</li><li>• Garza EMC clearing and confirming with THC to bore below Davis Cemetary</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Russell Alabastro<br>Ashish Pant             |
| W.22                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Downto wn Fire Improve ments           | <b>SUMMARY:</b> Replacement small diameter mains in the downtown area with 8-inch and 12-inch mains.<br><b>BENEFIT:</b> Provide adequate water flow for fire protection and replace older, failing pipes.                                                                                                                                            | Engineering | WATER | Active | 2-High     | BID & CONTRACTS | 10%              | <ul style="list-style-type: none"><li>• Design Consultant: Walker Partners/Jared Niermann - PH:512.382.0021</li><li>• Drawings at 90% Complete - 6/27/22 - submitted to PLANNING for site development review</li><li>• Met with PEC to review power lines along Bagdad St. Ross and Tony determined to leave power lines elevated and run water line along west side of road.</li><li>• Submitted first round of 90% comments on July 27, 2022;</li><li>• Amend 4 for relocating an easement and bore pit approved by City Council on March 16, 2023.</li><li>• Final drawings approved and permitted on May 26, 2023.</li><li>• Project advertised for bid on July 13, 2023, with bid opening on August 3, 2023.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Tony Bettis<br>Sarvesh Dhakal                |
| W.39                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Lively Tract Water Connecti on         | Provides water to the Lively tract and satisfies the the requirement of the Development Agreement (Agreement Regarding the Consent to Creation of Municipal Utility District and Developmemt of the Lively Tract).                                                                                                                                   | Engineering | WATER | Active | 1-Critical | CONSTRUCTION    | 50%              | <ul style="list-style-type: none"><li>• Segment 1 completed</li><li>• Segment 2 - Bonnet petition for condemnation filed in June. Sarvesh is assisting Audrey Guthrie of Knight Law Firm.</li><li>• Condemnation process has been initiated on Bonnet.</li><li>• Agreement met at \$100K just prior to condemntation hearing. Approved in hearing with no dissent.</li><li>• Aproved by City Council executive session on March 2, 2023.</li><li>• Dianna is currently negotiating easement across Rancho Sienna and QT as of June 28, 2023.</li><li>• Need to confirm with Pape Dawson that their easement drawings do not overlay City of Georgetown's easements.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Tony Bettis<br>Sarvesh Dhakal                |
| W.41                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | San Gabriel Elevated Storage Tank      | <b>SUMMARY:</b> New 1.25M gallon elevated water storage tank adjecent to new San Gabriel East Pump Station.<br><b>BENEFIT:</b> Provides additional BCRUA water storage capacity and completes the transmission/distribution system from the East side of the City to the West side of the City.                                                      | Engineering | WATER | Active | 1-Critical | CONSTRUCTION    | 10%              | <ul style="list-style-type: none"><li>• Design Consultant: K Friese / Dale Murphy -Ph 512-338-1704</li><li>• Final drawings approved and signed 7/5/22. Out to bid July 14, due August 12, 2022. Received one proposal on bid day at \$9M, 3X over budget. Recommendation is to update documents and put out to re-bid. On Council agenda for 9/15/2022 to formally reject single proposal and direct to rebid. Council formally rejected single proposal and directed to rebid at 9/15/2022 Council meeting.</li><li>• Reviewing coordination of this project with San Gabriel Phase 2 project to possibly help with access and minimizing costs on this project. Site work package to create alternate site access to be assembled and solicited separately from base EST package. Expected to be issued for solicitation January 2023.</li><li>• Re-bid solicitation commenced on 11/17. Close of re-bid on 01/26/23. Received 2 proposals.</li><li>• Site work package released for solicitation on 1/19/23, with close of bid for 2/9/23. Received 3 proposals.</li><li>• Contract with CC Carlton approved in March 2 City Council meeting. Contract with Gage &amp; Cade for access road approved in April 6 City Council meeting.</li><li>• Access road substantial completion 5/25/23.</li><li>• EST submittals arriving and being reviewed. Contractor has resurveyed area and established benchmarks, as of July 5, 2023. USD met with their contractor and designer 7/21/23 to reviewed modified temporary path.</li></ul> | Russell Alabastro<br>Ashish Pant             |
| W.42                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Water Meter                            | <b>SUMMARY:</b> This project is to upate the City's current automated meter read (AMR) system for an advanced metering infrastructure.<br><b>BENEFIT:</b> AMI allows continuous and instantaneous access from a centralized location to view and analyze water use at any given water meter. Also included is the ability to analyze aggregate data. | Executive   | WATER | Active | 1-Critical | DESIGN          | 10%              | <ul style="list-style-type: none"><li>• Draft RFQ reviewedby City staff for release in Dec.</li><li>• Accepted SOQ's through 01/28/22</li><li>• Reviewed and negotiated with Core + Main, but to no agreement</li><li>• Requested proposal from Ameresco on July 7, 2022. Met on August 2, to review proposal. Still no agreement.</li><li>• As of Sept. 30, determined to check with Cedar Park to see how they did this and then we will resolicit.</li><li>• Discussing project consulting with Ardurra. Met on 3/16/23 to discuss proposal.</li><li>• Agreement with Ardurra approved in City Council on May 4, 2023.</li><li>• Kickoff meeting with Ardurra occurred June 6, 2023.</li><li>• Ardurra interviewed individual City departments during week of July 10, 2023.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Tony Bettis<br>Dan Grimsbo<br>Kenley Crowder |
| W.46                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Ronald Retank                          | <b>SUMMARY:</b> New 2.5M gallon ground water storage tank and pump station, in PH1, and a second 2.5M gallon Retank in PH2.<br><b>BENEFIT:</b> increase and control flows and storage capacity from the BCRUA Reagan entry point.                                                                                                                    | Engineering | WATER | Active | 1-Critical | DESIGN          | 0%               | <ul style="list-style-type: none"><li>• Need to purchase land, first.</li><li>• Have approached land owner at Ronald Reagan and Crystal Falls about purchasing their 7 acres. We have received a counteroffer of \$6M.</li><li>• Counteroffer reviewed and approved by City Council. Contract approved on Sept. 15.</li><li>• Need to survey for final closing documents and title transfer.</li><li>• Approved by City Council and closed on purchase - 12/14</li><li>• RFQ posted February 23, 2023. Responses due March 23.</li><li>• 5 SOQs received on 3/23/23. Narrowed to 2 firms, scheduled to complete interviews June 15, 2023.</li><li>• K Friese submitted proposal on June 30, 2023, target to submit for 8/3 Council Meeting. Currently waiting on LEGAL's review.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Tony Bettis<br>Sarvesh Dhakal                |

AS OF July 24, 2023



| FY 2023 - 2024 CIP Projects                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                                                |                                                                                                                                                                                                                                                                                                                                                                                                       |              |            |        |            |                 |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                     |
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| PHASES: 1. <b>PLANNING</b> - project conception, feasibility and permitting<br>2. <b>DESIGN</b> - development of schematic drawings and specifications, standards identification<br>3. <b>BID &amp; CONTRACT</b> - sourcing and procurement of construction contractor and affiliated services<br>4. <b>CONSTRUCTION</b> - project execution, monitoring and controlling<br>5. <b>CLOSEOUT</b> - project completion, official handover and contract closure |                |                                                                |                                                                                                                                                                                                                                                                                                                                                                                                       |              |            |        |            |                 |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                     |
| Project ID                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Project Number | Project Name                                                   | Project Description                                                                                                                                                                                                                                                                                                                                                                                   | Department   | Type       | Status | Priority   | Current Phase   | Phase % Complete | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Project Manager<br>Project Engineer |
| W.55                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Travisso                                                       | <b>SUMMARY:</b> New 1M gallon elevated water storage tank at northeast side of Travisso Subdivision, adjacent to High Lonesome Rd.<br><b>BENEFIT:</b> To comply with TCEQ storage requirements to meet the volume per capita compliance. Will create a looped connection between the 1252 and 1255 zones, and provide additional water capacity for the development of western part of City.          | Engineering  | WATER      | Active | 1-Critical | DESIGN          | 0%               | <ul style="list-style-type: none"><li>• Tony B. received info from Travis County. There property is held in trust for Balcones NWP</li><li>• Dianna Tinkler is reaching out to additional land owners</li><li>• Funds for this project might be used to support bids for San Gabriel EST, due to unforeseen market inflation</li><li>• Looking to purchase property, for sale by owner, along Nameless Road/RM 2243. Need to have appraised.</li><li>• May need to have amendment to property restrictions.</li><li>• Made offer at \$2.1M. Received counter-offer at \$2.6M.</li><li>• Checked on property for sale on High Lonesome. LEGAL doesn't believe it to be a good option.</li><li>• Submitted counter-offer for Hackett property for \$2.3M on Sept. 28, 2022. Purchased property on November 30, 2022.</li><li>• Posted RFQ on July 20, 2023, for SOQ submittal on August 24, 2023.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Tony Bettis<br>Sarvesh Dhakal       |
| W.67                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Deep Water Intake Offsite Sandy Creek WTP Residuals Management | <b>SUMMARY:</b> City provides cost share for the upgrade of electric power for the Deep Water Intake Pump Station to power the Tunnel Boring Machine (TBM).<br><b>BENEFIT:</b> Electrical upgrade powers the TBM to construct the much needed Deep Water Intake Tunnel from the Pump Station to the Intake Structure, to provide future secure source of raw water for the City.                      | Engineering  | WATER      | Active | 1-Critical | CONSTRUCTION    | 60%              | <ul style="list-style-type: none"><li>• Project being managed by PEC</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Gina Ellison                        |
| W.69                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                |                                                                | <b>SUMMARY:</b> This project will improve the city's ability to remove sludge from the catch basins which is a residual product from water filtration.<br><b>BENEFIT:</b> The new SCWTP sludge processing system will correct production limitations and improve reliability by increasing the plant's water treatment capacity by about 1.5 MGD; thereby improving the overall service of the plant. | Public Works | WATER      | Active | 1-Critical | BID & CONTRACTS | 10%              | <ul style="list-style-type: none"><li>• Design Consultant: K.Friese - Dale Murphy</li><li>• KFA preparing ammendment for 16 MGD capacity solids handling facility and 2 MGD redundant train addition</li><li>• KFA submitted 60% drawings on July 27,2022.</li><li>• Travis County and TCEQ permits are pending.</li><li>• 1/17/23 - Ready to submit for permitting process.</li><li>• 2/27/23 - Submitted for review and permitting.</li><li>• Project advertised for bid on July 13, 2023, with bid opening on September 7, 2023.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Roman Poudyal<br>Sarvesh Dhakal     |
| W.72                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Lakeline Blvd. Pipelines - Phase 1                             | <b>SUMMARY:</b> New 16-inch water main along Lakeline Blvd. from Stinnett Drive to Hero Way. <b>BENEFIT:</b> Provides greater water capacity and flow to the Northwest section of City, supporting current and future development in those areas.                                                                                                                                                     | Engineering  | WATER      | Active | 1-Critical | PERMITTING      | 100%             | <ul style="list-style-type: none"><li>• Design Consultant: Walter P. Moore / Susan Turrieta -Ph 512-330-1292</li><li>• Design Kickoff Meeting on 12/10/21. Adjusted extent of scope due to Rosenbusch development installation of a section of that water main. Kenley Crowder and Dale Murphy determined we need an altitude valve at the CR280 tank, to compensate for differences in pressure planes. Need to contact Susan to see if this will require an additional services change to her Task Order.</li><li>• Received 30% drawings on 5/9/22 for review. Engineering submitted response on 6/24/22.</li><li>• Met on 6/30/22 to review. 60% to be submitting in early August. 60% set reviewed by COL stake holders and a consolidated comment set was sent to WPM on 9/6/2022.</li><li>• 90% set submitted to Planning Review on 11/11. Under review in Development Hub, expected to complete initial review by 1/6. Comments addressed and submitted on 3/24 by WPM.</li><li>• Amendment 1 to add scope of engineering, bid, and construction admin for 280 EST valve addition executed 1/23/23.</li><li>• Review comments cleared, awaiting final signed set.</li><li>• Additional amendment to add tie-in point for W.55 project, add conduit pathways for various communication lines, and add tie-in points for future waterline expansion along Hero Way and Lakeline Boulevard, Approvaed at 7/20 Council Approval.</li><li>• Temporary construction easements being acquired for the project.</li></ul> | Russell Alabastro<br>Ashish Pant    |
| W.73                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Leander HS Dual Feed/PRV                                       | <b>SUMMARY:</b> This project will install a 6" pressure relief valve to an 8" line from Verde Ranch Loop.<br><b>BENEFIT:</b> Verde Ranch Loop 8" water line is on the high plane 1270 and Leander High is on the 1127 low plane requiring the PRV to sustain pressure on the line, but it will also give the High school a secondary feed.                                                            | Public Works | WATER      | Active | 1-Critical | DESIGN          | 90%              | <ul style="list-style-type: none"><li>• Planning and Construction to be done in-house by PW.</li><li>• Existing Easement can be used for the work confirm with leagal.</li><li>• Material purchased, expected to be completedy by Summer 2023.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Roman Poudyal<br>Kenley Crowder     |
| W.74                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Bagdad Terminus Pump Station, Ground Storage Tank, and 24-inch | <b>SUMMARY:</b> Replace current ground storage tank, replace existing pump station and add new water lines along Bagdad Rd to Crystal Falls Pkwy.<br><b>BENEFIT:</b> Provide flow and capacity for BCRUA water supply to the North and West sections of the City.                                                                                                                                     | Engineering  | WATER      | Active | 1-Critical | DESIGN          | 90%              | <ul style="list-style-type: none"><li>• Professional services agreement with Huitt-Zollars for the engineering services related to the Bagdad Terminus Pump Station (CIP Project W.74) in the not-to-exceed amount of \$1,399,994.63, increasing the CIP approval for this project to \$13,300,000.</li><li>• Design Consultant: Huitt-Zollars / Rey Gonzalez -Ph 512-231-1119</li><li>• Project will help the water distribution system as related to pressure, storage and operating with the BCRUA, along the West side of town</li><li>• Kickoff meeting w/Huitt-Zollars held 12/20/2021. Sent topo of site on 1/18/22.</li><li>• Submitted 30% drawings on 5/16/22.</li><li>• Met with K.Friese and HZ on August 3, 2022 to coordinate and review upcoming 60% drawings.</li><li>• HZI needs to complete geotech investigation in roadway. Waiting on City ROW permit.</li><li>• Received ROW permit on 12/20/22. Completed geotechnical investigation by 2/23/23.</li><li>• 60% Plan Set received for review on 3/10/23. Reviewed and commented by 4/20/23. Met on 5/8/23 to review comments.</li><li>• 90% Plan Set will be submitted before end of July, 2023.</li></ul>                                                                                                                                                                                                                                                                                                                                          | Tony Bettis<br>Sarvesh Dhakal       |
| W.75                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Water CIP                                                      | <b>SUMMARY:</b> Update the next ten years of water needs and proposed projects                                                                                                                                                                                                                                                                                                                        | Engineering  | WATER      | Active | 2-High     | DESIGN          | 50%              | <ul style="list-style-type: none"><li>• K. Friese is working on this.</li><li>• Developing cost estimates.</li><li>• Working on Report</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Sarvesh Dhakal                      |
| WW.16                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                | Eagles Way, Mica Lane, Topaz                                   | <b>SUMMARY:</b> Project includes repaving (edge mill and overlay) of all Eagles Way, Mica Lane, Topaz Lane, and Coyote Lane; and Moon Glow from Eagles Way to Lantana Lane.<br><b>BENEFIT:</b> This project will separate the services covering numerous lots (up to 4 on a single service) of Eagles Way, Mica Lane, and Topaz Lane, to have shared wastewater services as per City standards.       | Public Works | WASTEWATER | Active | 1-Critical | CLOSEOUT        | 95%              | <ul style="list-style-type: none"><li>• Design Consultant: K.Friese - Dale Murpy</li><li>• Bids received September 12, 2022.</li><li>• Project awarded to JKB Construction Company, LLC. Precon meeting held 11/17/2022.</li><li>• NTP: 11/28/2022</li><li>• Constrution Completed on 4/27/2023</li><li>• Collecting Closeout documents.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Roman Poudyal<br>Kenley Crowder     |
| WW.17                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                | WWTP Sludge Processing Improvement                             | <b>SUMMARY:</b> Demolition and installation of new sludge processing equipment, while keeping old centrifuge as stand-by back up.<br><b>BENEFIT:</b> To update and improve current waste water treatment plants processing capabilities. This Includes replacement of non-potable water pumps and controls that have been in continuous operation since 2001.                                         | Public Works | WASTEWATER | Active | 1-Critical | CONSTRUCTION    | 100%             | <ul style="list-style-type: none"><li>• Design Consultant: GBA - Frank Phelan</li><li>• Construction Contractor: EXCEL Construction Services</li><li>• NTP issued: 8/16/21</li><li>• Pre-construction conference held as of 1/21/22</li><li>• Construction Complete: minor adjustment and closeout.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Roman Poudyal<br>Kenley Crowder     |



| FY 2023 - 2024 CIP Projects                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                |                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |                |        |            |               |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                     |
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| <div>PHASES: 1. <b>PLANNING</b> - project conception, feasibility and permitting</div> <div>2. <b>DESIGN</b> - development of schematic drawings and specifications, standards identification</div> <div>3. <b>BID &amp; CONTRACT</b> - sourcing and procurement of construction contractor and affiliated services</div> <div>4. <b>CONSTRUCTION</b> - project execution, monitoring and controlling</div> <div>5. <b>CLOSEOUT</b> - project completion, official handover and contract closure</div> |                |                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |                |        |            |               |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                     |
| Project ID                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Project Number | Project Name                         | Project Descrption                                                                                                                                                                                                                                                                                                                                                                                                                               | Department   | Type           | Status | Priority   | Current Phase | Phase % Complete | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Project Manager<br>Project Engineer |
| WW.18                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                | WWTP Aeration Improve ments          | <b>SUMMARY:</b> Installation of a fine or medium bubbler (Aeration) system at the Waste Water Treatment Plant (WWTP).<br><b>BENEFIT:</b> To approximately triple oxygen transfer efficiency of the current draft tube assemblies, minimize energy consumption and maintain desired oxygen concentrations throughout the diurnal curve.                                                                                                           | Public Works | WASTEWATER     | Active | 1-Critical | CONSTRUCTION  | 100%             | <ul style="list-style-type: none"><li>Design Consultant: GBA - Frank Phelan</li><li>Construction Contractor: EXCEL Construction Services - Kevin Wenske</li><li>Pre-construction conference held as of 1/21/22</li><li>NTP issued 12/07/21, work to commence on or before 12/17/21</li><li>Construction Complete. In operation, but waiting on an HVAC unit.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Roman Poudyal<br>Kenley Crowder     |
| WW.20                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                | Falcon Oaks WW Collectio n System    | <b>SUMMARY:</b> Design and construction of wastewater collection lines, accessible for all lots within Falcon Oaks Subdivision.<br><b>BENEFIT:</b> Requirement of the Falcon Oaks Annexation Agreement.                                                                                                                                                                                                                                          | Engineering  | WASTEWATER     | Active | 1-Critical | CONSTRUCTION  | 45%              | <ul style="list-style-type: none"><li>Design Consultant: K Friese - POC [Christopher Leal -Ph 512-338-1704, cleal@kfriese.com]</li><li>Drawings approved and signed June 23, 2022.</li><li>Project bids received on October 27. Currently qualifying lowest bidders.</li><li>Qualified Joe Bland Construction on December 20. Notice Of Award was sent by Kay Johnson.</li><li>Approved by City Council on Feb. 2, 2023</li><li>Pre-con on February 10, 2023.</li><li>Notice To Proceed February 27, 2023.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Tony Bettis<br>Sarvesh Dhakal       |
| WW.41                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                | N. Brushy                            | <b>SUMMARY:</b> size and capacity of existing pipe is inadequate for flows, measured in 2008. <b>BENEFIT:</b> To comply with TCEQ and provide correct volumetric flow to wastewater treatment plant.                                                                                                                                                                                                                                             | Engineering  | WASTEWATER     | Active | 2-High     | DESIGN        | 0%               | <ul style="list-style-type: none"><li>Project sheet was never created</li><li>Information based upon 2008 Wastewater Master Plan from K.Friese &amp; Assoc.</li><li>RFP to GBA/JAECO for Task Order to the PSA.</li><li>GBA submitted proposal on July 20, 2023. Currently under review.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Tony Bettis<br>Sarvesh Dhakal       |
| WW.43                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                | FM 2243 WWTP Lift Station &          | <b>SUMMARY:</b> Replacement of two existing wastewater treatment plant lift stations with a new master lift station capable of serving existing plant.<br><b>BENEFIT:</b> To serve current and future plant phases, wastewater allocation facilities and gravity releif main to convey up to 2.0 MGD to regional Brushy Creek Interceptor.                                                                                                       | Public Works | WASTEWATER     | Active | 1-Critical | DESIGN        | 95%              | <ul style="list-style-type: none"><li>Design Consultant: GBA - Frank Phelan</li><li>Construction documents being prepared</li><li>Construction documents under review</li><li>All Easement received. Working on tree mitigation plan with Planning.</li><li>GBA to resubmit final plans to planning for review and permitting.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Roman Poudyal<br>Kenley Crowder     |
| WW.44                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                | WW Lift Station Rehabilit ations     | <b>SUMMARY:</b> Rehabilitation, upgrades and replacement of equipment and facilities at six selected lift stations.<br><b>BENEFIT:</b> The lift stations are older and require various pump and control enhancements to meet City operational and capacity requirements.                                                                                                                                                                         | Public Works | WASTEWATER     | Active | 1-Critical | DESIGN        | 99%              | <ul style="list-style-type: none"><li>Design Consultant: GBA - Frank Phelan</li><li>Phase 1 (Focemain)_(22-CIP-004): 90% construction complete. Contractor: Austin Engineering, Inc.</li><li>Phase 3 (LS#13 &amp; LS#14)_(22-CIP-003): 20% construction complete. Contractor: Austin Engineering, Inc.</li><li>Phase 2 ( #7 and #8) going out for rebid. Bid opening July 20, 2023.</li><li>Phase 1 (LS#2): Resubmitted to planning on 5-16-2023 for review and permitting.</li><li>Phase 1 (LS#6): Resubmitted to planning for review and permitting</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Roman Poudyal<br>Kenley Crowder     |
| WW.46                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                | Reclaime d Water System for Northlin | <b>SUMMARY:</b> This project will provide a phased reclaimed water system at the RM 2243 WWTP. <b>BENEFIT:</b> To divert reclaimed water to a filling station located at the plant site, which will include pressurization equipment, a Point of Sale (POS) system, as well as provisions for expansion.                                                                                                                                         | Public Works | WASTEWATER     | Active | 1-Critical | DESIGN        | 95%              | <ul style="list-style-type: none"><li>Design Consultant: GBA - Frank Phelan</li><li>Engineering design underway</li><li>GBA submitted drawings to PLANNING for site permit., on filing date April 04, 2023.</li><li>Need to procure ten easements. Nine out of ten have been procured as of July 6, 2023.</li><li>Estimating going to bid in August/September 2023.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Roman Poudyal<br>Kenley Crowder     |
| WW.47                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                | Study for Inflow and Infiltratio n   | <b>SUMMARY:</b> The purpose of this study is to establish a comprehensive plan to address Inflow and Infiltration (I/I) removal from the sanitary sewer collection system.<br><b>BENEFIT:</b> An accurate, up-to-date inventory of the collection system will be established.                                                                                                                                                                    | Public Works | WASTEWATER     | Active | 1-Critical | CLOSEOUT      | 100%             | <ul style="list-style-type: none"><li>Design Consultant: GBA - Frank Phelan</li><li>Engineering design underway</li><li>Phase 1 report received 4/22/22. Need to conduct additional phase investigation after hard rain event.</li><li>Approved additional funding and additional services request on December 15 in City Council.</li><li>Final Draft Report submitted and approved on 4/28/2023. GBA to submit Final report to the City.</li><li>Project is complete.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Roman Poudyal<br>Kenley Crowder     |
| WW.48                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                | Wastewa                              | <b>SUMMARY:</b> a master plan is required every five years. The last approved master plan was from 2008.<br><b>BENEFIT:</b> To keep the City informed and prepared for the capital improvements required to provide sufficient and quality service to it citizens                                                                                                                                                                                | Public Works | WASTEWATER     | Active | 2-High     | DESIGN        | 15%              | <ul style="list-style-type: none"><li>GBA/JAECO will conduct assessment and provide report. Contract awarded 1/19/23.</li><li>GBA/JAECO submitted scope and fee proposals. Under review by City Engineering Staff</li><li>GBA in process of collecting data. 1/6/23.</li><li>preparing for survey on 2/2/23</li><li>Brushy Creek Regional WWTP wants projections.</li><li>Kickoff meeting is scheduled for March 22, 2023.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Sarvesh Dhakal                      |
| WW.49                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                | East Stree                           | <b>SUMMARY:</b> The neighborhood is serviced by an older, oversized lift station, which is expensive to maintain and operate. Goal is to replace with an gravity wastewater line. Replacement of an older, undersized water line will be included. Road will be repaired after replacement to a drivable surface. <b>BENEFIT:</b> To reduce operating and maintenance costs and to eliminate risks to the City and its citizens.                 | Engineering  | WASTEWATER     | Active | 2-High     | DESIGN        | 5%               | <ul style="list-style-type: none"><li>Designs will be taken from East Street road project</li><li>M&amp;S Engineering had previously designed under T.16</li><li>RFP requested from KSA. Scope clarification held 1/20/23, Proposal received 2/3/23. Proposal under review by Engineering staff.</li><li>Revised proposal received 3/9. PSA approved at 6/15 Council. Design kickoff meeting hel 6/29/23.</li><li>KSA surveyor consutant collecting survey information week of 7/24/-7/28.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Russell Alabastro<br>Ashish Pant    |
| T.11                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                | San Gabriel Parkway Phase 2          | <b>SUMMARY:</b> Adds 2-lanes of the planned 4-lane section for San Gabriel Parkway from eastern end of the completed Phase 1 4-lane section in Palmera Bluff and Palmera Ridge extending to Ronald Reagan Boulevard.<br><b>BENEFIT:</b> Provides much needed ingress and egress into the Palmera Bluff / Palmera Ridge subdivision and provides the eventual east to west thoroughfare between Ronald Reagan Blvd and the west part of the City. | Engineering  | TRANSPORTATION | Active | 1-Critical | DESIGN        | 100%             | <ul style="list-style-type: none"><li>Design Consultant: Freese &amp; Nichols/Chris Trevino - PH 210-298-3817</li><li><b>PH1</b> - Freese &amp; Nichols provided final Record Drawings on 2/15/22.</li><li>ROW procurements by 5/24/22</li><li>Tree removal permit approved by City Council (7/21/22).</li><li>Need CZP approval from TCEQ to finalize documents. Due by mid September.</li><li>F&amp;N submitted final drawings on Sept. 6, 2022, which were approved and signed. Sent back to to F&amp;N on 9/29 for finalizing.</li><li>F&amp;N submitted biddable drawings on October 25.</li><li>Need to begin clearing of ROW by March, 2023. Need to complete 75% of EST before we go out to bid.</li><li>Bids for Temporary Construction Road posted on January 12, 2023. Bids opened February 9, 2023.</li><li>Have bid for Temporary Construction Road. Approved in 4/6/23 City Council Meeting.</li><li>Completed Temporary Construction Road on 5/30/23.</li><li>Used funds for T.12 Raider Way. Will need to seek CO funding in FY25.</li></ul> | Tony Bettis<br>Sarvesh Dhakal       |

AS OF July 24, 2023



| FY 2023 - 2024 CIP Projects                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |             |                |        |            |               |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                     |
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| PHASES: 1. <b>PLANNING</b> - project conception, feasibility and permitting<br>2. <b>DESIGN</b> - development of schematic drawings and specifications, standards identification<br>3. <b>BID &amp; CONTRACT</b> - sourcing and procurement of construction contractor and affiliated services<br>4. <b>CONSTRUCTION</b> - project execution, monitoring and controlling<br>5. <b>CLOSEOUT</b> - project completion, official handover and contract closure |                |                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |             |                |        |            |               |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                     |
| AS OF July 24, 2023                                                                                                                                                                                                                                                                                                                                                                                                                                         |                |                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |             |                |        |            |               |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                     |
| Project ID                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Project Number | Project Name                                             | Project Description                                                                                                                                                                                                                                                                                                                                                                                                                                               | Department  | Type           | Status | Priority   | Current Phase | Phase % Complete | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Project Manager<br>Project Engineer |
| T.12                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Raider Way East & Woodview Drive Roadway Improvements    | <b>SUMMARY:</b> Widen and improve Raider Way and E. Woodview Drive to 4-lane roadways with curb, gutter, sidewalks, and appurtenances.<br><b>BENEFIT:</b> Improve traffic conditions adjacent to Rouse High School and Knox Wiley Middle School, and adjacent neighborhoods.                                                                                                                                                                                      | Engineering | TRANSPORTATION | Active | 1-Critical | CONSTRUCTION  | 5%               | <ul style="list-style-type: none"><li>Design Consultant: Walker Partners / Alan Munger -Ph 979.599.9870</li><li>Total project was altered due to City's adoption of Atlas 14 - NOAA flood level determinations</li><li>Jimmy Disler of LISD agreed to provide ROW for detention ponds.</li><li>PEC has been notified about utility conflict. They will need to provide estimate to relocate power lines.</li><li>Amendment #6 on Aug 18, 2022.</li><li>LISD easements and ROW were approved by LISD Board on October 13, 2022.</li><li>90% drawings were submitted for Planning &amp; Engineering review on September 26, 2022.</li><li>1st round of comments sent back to Walker Partners on November 4.</li><li>Condemnation hearing for GC Crossing easement on November 7, 2022</li><li>LISD warranty deeds for ROW reviewed and accepted by City Council on November 17, 2022.</li><li>Scheduled to submit CZP to TCEQ for review by end of March, 2023. Missed previous end of January deadline.</li><li>Met with LISD on February 16, 2023, with Principals for Rouse and Wiley.</li><li>Met with Rouse PTSA on February 22, 2023.</li><li>Met with LISD directors, managers, and higher level staff on 3/1/23, to discuss traffic patterns and detours.</li><li>Met with HOAs, student parents, church parishioners, and neighbors on April 18, 2023.</li><li>Met with the Rouses and their neighbors on May 2, 2023.</li><li>Out to bid on May 18, 2023. Held mandatory pre-bid on June 1, 2023. Bids received June 20, 2023.</li><li>Hired Chasco Construction on July 6, 2023.</li><li>Permit pre-con on July 19, 2023. Construction pre-con on July 25, 2023.</li><li>Agreed with LISD to begin road construction after Labor Day, September 5, 2023.</li><li>Goal to open just Raider Way by August 9, 2024.and to have full project Substantially Complete by May 31, 2025.</li></ul> | Tony Bettis<br>Ann Weis             |
| T.17 / T.49 / T.53                                                                                                                                                                                                                                                                                                                                                                                                                                          |                | Intersection Improvements for West South Street at South | <b>SUMMARY:</b> Improve intersection of South Street and West Drive. To be included with the improvements with T.49 and T.53.<br><b>BENEFIT:</b> Rectify incorrect alignment on South Street and help alleviate poor traffic conditions.                                                                                                                                                                                                                          | Engineering | TRANSPORTATION | Active | 1-Critical | DESIGN        | 25%              | <ul style="list-style-type: none"><li>Design Consultant: Binkley-Barfield had designed roundabout for intersection for \$137,697.</li><li>City Mayor and City Engineer had made determination to construct traffic roundabout in lieu of traffic signals.</li><li>New City Engineer and PM determined, after reassessing traffic counts and neighbor concerns, that the roundabout is not a good solution.</li><li>City Engineer has installed a four-way stop at this intersection as a temporary stop-gap measure, until the completion of the South Street improvements project. To be completed with T.49 and T.53 in FY23.</li><li>Approved by City Council on Feb. 2, 2023. - Cobb Fendley contract agreement.</li><li>Kickoff meeting with CobbFendley on Feb. 17, 2023.</li><li>Coordination meeting between CobbFendley and Kimley Horn regarding Old Town Master Plan on 3/29/23.</li><li>CobbFendley submitted two conceptual layouts on June 29, 2023. City team will review.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Tony Bettis<br>Ann Weis             |
| T.20                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | San Gabriel                                              | <b>SUMMARY:</b> Design and construct a dedicated right turn lane from San Gabriel Parkway, heading south onto SH 183.<br><b>BENEFIT:</b> Improve traffic circulation and ease congestion at this intersection.                                                                                                                                                                                                                                                    | Engineering | TRANSPORTATION | Active | 1-Critical | PERMITTING    | 95%              | <ul style="list-style-type: none"><li>Design consultant, Haynie Engineering</li><li>60% design - Jan 6, 2023</li><li>90% comment responses submitted by Haynie, 3/10/23. Under review and due 4/5/23.</li><li>Additional comments issued 4/5/23. Currently being addressed by Haynie.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Russell Alabastro<br>Ashish Pant    |
| T.24/T.75                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                | Journey/C                                                | <b>SUMMARY:</b> traffic signal for busy intersection<br><b>BENEFIT:</b> assist with traffic congestion                                                                                                                                                                                                                                                                                                                                                            | Engineering | TRANSPORTATION | Active |            | PERMITTING    | 75%              | <div>Design consultant - RPS</div> <ul style="list-style-type: none"><li>60% set received 1/23/23 and distributed internally for review by COL Engineering &amp; PW.</li><li>COL comments returned to RPS on 2/10/23.</li><li>90% set submitted for Planning Review week of 3/31. Planning Review issued comments 5/25/23.</li><li>Comments addressed and resubmitted 6/14/23. Additional comments issued 6/28/23.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Russell Alabastro<br>Sarvesh Dhakal |
| T.33                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Sonny Drive and Bagdad Road Intersection Improvements    | <b>SUMMARY:</b> Add traffic signals at the intersection of Sonny Drive and Bagdad Road. Construct improvements for sidewalks and ramps.<br><b>BENEFIT:</b> Increase safety and traffic flow at a dangerous intersection.                                                                                                                                                                                                                                          | Engineering | TRANSPORTATION | Active | 1-Critical | CONSTRUCTION  | 100%             | <ul style="list-style-type: none"><li>Design Consultant: RPS Group - James Schwerdtfeger - 512.579.3309</li><li>Contract: P:\CIP - Active\RPS-10 Traffic Signal Bagdad Rd at Sonny Dr T.33\1 - Consultant Contract Admin\1.1 Contract (Task Orders)</li><li>1st design review submitted 4/27/22. Comments returned on 5/19/22. Drawing revision approved and signed on 6/29/22.</li><li>Going out to bid August 4, due Sept 1, 2022. Bundled with T.68. On 10/10/22 City Council Agenda recommended to approve and contract with Austin Underground, Inc. Contract agreement signed by Austin Underground; City Manager signed on 11/3. P&amp;P Bonds received.</li><li>First group of submittals received 11/4, Pre-con held 12/5. Existing storm culvert underneath Sonny (east) removed and replaced. New curb &amp; gutter placed. Work continuing on regrading east side of intersection re-topped and intersection is open again.</li><li>Poles and mast arms along with signals installed in place on 3/29. Remaining flatwork scheduled for week of 4/7, with final striping the week of 4/14, weather permitting. Signal full operation started 4/19.</li><li>Punch list 99% complete. Awaiting final change order and replacement control cabinet</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Russell Alabastro<br>Ann Weis       |
| T.36                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Northline Roadways and                                   | <b>SUMMARY:</b> The Northline Development Agreement includes \$15,000,000 in "City improvements." This includes things such as drainage lines, drainage facilities, streets, sidewalks, traffic signs, street lighting, street trees and landscaping and related improvements for portions of the infrastructure within Phase 1 of the Northline PUD.                                                                                                             | Engineering | TRANSPORTATION | Active | 2-High     | CONSTRUCTION  | 95%              | <ul style="list-style-type: none"><li>Approaching completion of Phase 1 under DeNucci Construction.</li><li>Need to rebid the Town Square and public spaces, in mid-Summer, 2023.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Sarvesh Dhakal                      |
| T.46                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | San Gabri                                                | <b>SUMMARY:</b> Add 2-lanes of the planned 4-lane section for San Gabriel Parkway beginning at County Road 270 and extending to the western end of the Phase 1 section of San Gabriel Parkway in Palmera Bluff and Palmera Ridge.<br><b>BENEFIT:</b> Provides much needed ingress and egress into the Palmera Bluff / Palmera Ridge subdivision to the west and completes the east to west thoroughfare between Ronald Reagan Blvd and the west part of the City. | Engineering | TRANSPORTATION | Active | 1-Critical | DESIGN        | 10%              | <ul style="list-style-type: none"><li>Developer, Hanna-Magee, was having their consultant, AJ Engineering design this section of road. We are having AJ Engineering released and City will hire and construct this section of road.</li><li>Currently in negotiations with Hanna-Magee to obtain ROW from Palmera Bluff development for the road.</li><li>Hired DOUCET for design. Kicked off on 9/21/22.</li><li>Working with attorneys to get ROE with the Kirkpatrick's for the Champion property to complete surveying to allow for ROW acquisition</li><li>Champion Family Trust signed ROE, approved by City Council on 4/6/23.</li><li>Completed survey of all related properties by June 29, 2023. Will need to procure ROW.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Tony Bettis<br>Ann Weis             |



| FY 2023 - 2024 CIP Projects                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                |                                                       |                                                                                                                                                                                                                                 |              |                |        |            |               |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                    |
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| <div>PHASES: 1. <b>PLANNING</b> - project conception, feasibility and permitting</div> <div>2. <b>DESIGN</b> - development of schematic drawings and specifications, standards identification</div> <div>3. <b>BID &amp; CONTRACT</b> - sourcing and procurement of construction contractor and affiliated services</div> <div>4. <b>CONSTRUCTION</b> - project execution, monitoring and controlling</div> <div>5. <b>CLOSEOUT</b> - project completion, official handover and contract closure</div> |                |                                                       |                                                                                                                                                                                                                                 |              |                |        |            |               |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                    |
| Project ID                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Project Number | Project Name                                          | Project Description                                                                                                                                                                                                             | Department   | Type           | Status | Priority   | Current Phase | Phase % Complete | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Project Manager<br>Project Engineer                |
| T.52                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                | Heritage Grove - Eastern Terminus to Western Terminus | <b>SUMMARY:</b> Reconstruct the existing roadway to a three lane (built-out) undivided collector. <b>BENEFIT:</b> Provides for better traffic for and supports increased commercial development, in north central part of City. | Engineering  | TRANSPORTATION | Active | 1-Critical | DESIGN        | 60%              | <ul style="list-style-type: none"><li>• Design Consultant: KSA Engineering / Michael Shangreaux - PH 512.342.6868</li><li>• Design Kickoff meeting held Jan 7, 2022</li><li>• Consultant received ROW Permit on 7/5/22 to continue surveying and geotechnical sampling</li><li>•30% set returned with COL comments to Consultant 8/26/2022</li><li>•KSA working on 60% set and geotech team scheduled for 10/13 to obtain their samples</li><li>• COL provided guidance on traffic trip counts to KSA on 11/4</li><li>• Design conflicts encountered with storm drainage in the area due to North 40 &amp; South 40 development &amp; timing uncertainty.</li><li>• Internal City staff meeting scheduled for 1/4 to review current status of developments, construction of Broade Street, and acquisition of ROW and/or cul-de-sac property for sale.</li><li>• 60% set received 1/17/23. Drainage reviewed 1/23/23.</li><li>• Meeting with TxDOT on 1/24/23 to discuss possible improvement options for existing 183 connection until future Joan connection materializes. TxDOT suggested short deceleration lane on SB direction.</li><li>• Current design scope continuing to 90% while internal City discussions continue on direction on Broade/Jones and short term extent of improvements of Heritage Grove.</li><li>• Ashley Lunde discussing and receiving feedback from developers on cost participation and possibly timing.</li><li>• Project design is holding pending alternate 183 connection proposed by developers and developer participation for Broade, Joan, and 183 connection is negotiated.</li><li>• Public Works will conduct limited repairs and resurfacing.</li><li>• Project directed to complete permit approved set, then not proceed to solicitation. On hold until FY26, unless directed otherwise.</li></ul>                                                                      | Russell Alabastro<br>Ann Weis                      |
| T.58                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | US 183 Co      |                                                       | <b>SUMMARY:</b> This project consists of a corridor study to determine appropriate improvements for multimodal travel with localized detail and context sensitive cross sections on a contrained corridor.                      | Engineering  | TRANSPORTATION | Active | 2-High     | PLANNING      | 95%              | <ul style="list-style-type: none"><li>• Ashley and Robin are developing the RFQ with CIP's assistance.</li><li>• Michael Chenausky was tasked to be PLANNING's project manager.</li><li>• RFQ submitted on March 2, 2023. Responses due April 6, 2023.</li><li>• Interview of firms scheduled to be conducted 5/31-6/9</li><li>• Kimley-Horn responded to RFP, by June 20, 2023. with much editing. Have reviewed and submitted to LEGAL for review.</li><li>• Has been deferred to be approved by City Council on September 21, 2023.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Ashley Lunde<br>Michael Chenausky<br>Tony Bettis   |
| T.68                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                | Traffic Signal at Hero Way and Ronald Reagan          | <b>SUMMARY:</b> Add traffic signals at the intersection of Ronald Reagan Blvd and Hero Way. <b>BENEFIT:</b> Increase safety and traffic flow at a dangerous intersection.                                                       | Engineering  | TRANSPORTATION | Active | 1-Critical | CONSTRUCTION  | 100%             | <ul style="list-style-type: none"><li>• Design Consultant: RPS Group - James Schwerdtfeger - 512.579.3309</li><li>• Contract: P:\CIP - Active\RPS-12 Traffic Signal Ronald Reagan at Hero Way T.68\1 - Consultant Contract Admin\1.1 Contract (Task Orders). Final documents approved 5/10/22. Final documents approved and signed on 6/27/22. Going out to bid August 4, due Sept 1, 2022. Bundled with T.33. One bid received at bid closing. Under review for recommendation of next action by consultant.</li><li>• On 10/10/22 City Council Agenda recommended to approve and contract with Austin Underground, Inc.</li><li>• Contract agreement signed by Austin Underground; City Manager signed on 11/3. P&amp;P Bonds received. First group of submittals received 11/4, Pre-con held 12/5. Temporary signals in-place and active.</li><li>• Permanent poles installed 3/22. Permanent signal activation completed 3/27.</li><li>• Punch list 99% complete. Awaiting final change order and replacement control cabinet</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Russell Alabastro<br>Ann Weis                      |
| T.70                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                | Yaupon Grove Ln                                       | <b>SUMMARY:</b> Create connection between Yaupon Grove Ln to Raider Way. <b>BENEFIT:</b> Provide secondary egress for Crystal Springs neighborhood.                                                                             | Engineering  | TRANSPORTATION | Active | 2-High     | DESIGN        | 90%              | <ul style="list-style-type: none"><li>• Confirmed with City Inspectors and on-site that water and wastewater lines have been installed</li><li>• City engineers compiling biddable drawings and documents</li><li>• Spot check review of need and timing for this connector, due to Raider Way extension to Yaupon Grove connector is not yet built, creating a possible safety issue. Russell asking to pause project unless development, obligations, other agreements dictate City requirement to finish connector now.</li><li>• Project scope to be changed to include completing intersection of Raider Way &amp; Yaupon Grove. Part of CIP 2024 list for FY26 construction.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Russell Alabastro<br>Sarvesh Dhakal<br>Ashish Pant |
| T.71                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                | Traffic Sig                                           | <b>SUMMARY:</b> Add traffic signals at the intersection of Collaborative Way and Bagdad Road. <b>BENEFIT:</b> Increase safety and traffic flow at a dangerous intersection.                                                     | Engineering  | TRANSPORTATION | Active | 1-Critical | PERMITTING    | 75%              | <ul style="list-style-type: none"><li>• Warrant Study from RPS Group - James Schwerdtfeger - 512.579.3309</li><li>• Warrant Study from 3/23/22 shows traffic signal is warranted. Reviewing proposal from Iteris, but need to wait on approval from Exec. Office. RPS released on Task Order RPS-14 for design. Kick-off design meeting occurred on 9/27/22.</li><li>• Consultant processing survey information and coordinating with existing drainage information</li><li>• Progress meeting on 12/20 to review and provide or confirm direction on design per original boundaries or proceed with proposed alternate. - Proposed alternate was preferred by Engineering staff and RPS to work 60% drawings in that direction.</li><li>• COL has reached out to LISD for discussion of additional ROW needed at the SE corner of intersection (Glenn HS). Pending discussions/negotiations. 2/6 meeting with LISD, postponed due to previous week's weather issues. Meeting to be rescheduled soon.</li><li>• 90% set under Development Hub review. Metes and bounds being collected to prepare exhibit for needed LISD ROW.</li><li>• Comments issued 6/30/23, consultant currently addressing comments for re-submit. ROW document submitted to LISD July 2023, awaiting response.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Russell Alabastro<br>Ann Weis                      |
| P.4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                | Lakewood                                              | <b>SUMMARY:</b> HALFF to develop solution to resolve the correct cut to be removed <b>BENEFIT:</b> Allow us to close this project with the WCID                                                                                 | Parks & Rec. | PARKS          | Active |            | DESIGN        | 90%              | <ul style="list-style-type: none"><li>• need HALFF to provide document to appease the arbitrator</li><li>• Amendment 7 approved by City Council on Feb. 2, 2023.</li><li>• Halff submitted Compensatory Cut document at 90% on 3/31/23. Currently under permit review.</li><li>• Knight Law Firm is currently review all files to counter suit.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Tony Bettis<br>Sarvesh Dhakal                      |
| P.6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                | Senior Center                                         | <b>SUMMARY:</b> Design and construction of an 12,208 square foot Senior Activity Center on City-owned land. <b>BENEFIT:</b> Provide much needed and much requested community center for senior citizens.                        | Parks & Rec. | PARKS          | Active | 1-Critical | PERMITTING    | 60%              | <ul style="list-style-type: none"><li>• Design Consultant: PGAL Architects / - 972.871.2225</li><li>• Project was approved to proceed by City Council on 5/19/22. Drawings at 95% Complete - since 2019 - need to update current code compliance. Received request for additional services from PGAL for updating documents. Reviewed proposal with PGAL and Mark Tummons on July 27, 2022.</li><li>• During City Council Retreat, 7/29/22, concern was raised regarding Child Advocacy group. Need ILA or written rejection. Parks Director has reached out to Child Advocacy group.</li><li>• Surveyor: Haynie Associates assembling replat documents to be filed and recorded. Requested current Title Report-Most current from 2001. Submitted Short Form Plat 10/30. Dianna Tinkler sent over current title report on 9/28/22. Updated Title Commitment Report received 10/19. Forwarded to Haynie Consulting to finish up their replat documents.</li><li>• Haynie finalizing Short Form Plat and has reached out to Planning Review for submission questions. Haynie short form plat submitted corrections 3/15 and City review completed 4/12 with comments issued. Round 2 comments issued 6/14/23 and being addressed by Haynie.</li><li>• Completed MOU with Child Advocacy Group. Approved by City Council on October 10, 2022, denoting that CAC will not be housed in the Senior Activity Center.</li><li>• Requested PGAL to update additional services amendment on October 31. PGAL contract amendment on Council agenda for 12/15 - APPROVED. PGAL initiated refresh 1/23. Have a refresh kickoff meeting on Feb. 8, 2023.</li><li>• Site Development submitted for planning review 4/28, comments issued 6/1/23. Building permit review submitted 5/17, comments issued 6/23. Second round of Site Development comments received and being reviewed and addressed by PGAL subconsultants.</li></ul> | Russell Alabastro<br>Tony Bettis                   |

AS OF July 24, 2023



| FY 2023 - 2024 CIP Projects                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                 |              |       |        |            |               |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                     |
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| PHASES: 1. <b>PLANNING</b> - project conception, feasibility and permitting<br>2. <b>DESIGN</b> - development of schematic drawings and specifications, standards identification<br>3. <b>BID &amp; CONTRACT</b> - sourcing and procurement of construction contractor and affiliated services<br>4. <b>CONSTRUCTION</b> - project execution, monitoring and controlling<br>5. <b>CLOSEOUT</b> - project completion, official handover and contract closure |                |                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                 |              |       |        |            |               |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                     |
| AS OF July 24, 2023                                                                                                                                                                                                                                                                                                                                                                                                                                         |                |                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                 |              |       |        |            |               |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                     |
| Project ID                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Project Number | Project Name                                                                       | Project Description                                                                                                                                                                                                                                                                                                                                                             | Department   | Type  | Status | Priority   | Current Phase | Phase % Complete | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Project Manager<br>Project Engineer |
| P.14                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Recreation                                                                         | <b>SUMMARY:</b> Design and construction of recreation center.<br><b>BENEFIT:</b> Community center for athletics and other community oriented events.                                                                                                                                                                                                                            | Parks & Rec. | PARKS | Active | 2-High     | PLANNING      | 90%              | <ul style="list-style-type: none"><li>• Parks Diretor has been in discussion with owner of existing athletic center, for possible purchase.</li><li>• In process of hiring McKinney-York to assess existing athletic center for viability and value. Anticipate completing agreement by mid-June, 2023.</li><li>• Kickoff meeting with McKinney-York held 6/28/23.</li><li>• Need review of project between PARKS and City Council regarding direction.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Tony Bettis                         |
| P.17                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | South San Gabriel River Trail                                                      | <b>SUMMARY:</b> Design and construction of an all-weather trail on the north bank of the South San Gabriel River through the new San Gabriel City Park.<br><b>BENEFIT:</b> Provides for health and recreation in the northern part of the City.                                                                                                                                 | Parks & Rec. | PARKS | Active | 1-Critical | DESIGN        | 20%              | <ul style="list-style-type: none"><li>• Kelly Wenzel is released RFQ on 1/6/2022. Opened and reviewed SOQ's on 2/3/22. Interviewed top three candidates on 2/17/22. Will finalize choice on week of 2/21/22. Requested proposal. Accepted revised proposal on 4/11/22. Submitted to Council on 4/21/22 for approval. Contract agreement signed by City Manager on 7/1/22. Kick-off meeting on 7/6/22. Meeting with Parks &amp; Rec Board on 8/23/22.</li><li>• Parkhill made schematic presentation to Council on 10/10. Council made suggestions regarding criquet and disc golf for design team to consider. Parkhill to submitted concepts for initial review Friday, January 6. Online public survey is to be published on City Website by end of January 2023. Public Information Workshop held on 3/30 at the LAC. Workshop feedback being compiled, preparing for Parks &amp; Rec Board on 4/11. City Council approved park masterplan concept at 5/18 City Council.</li><li>• Parkhill submitted utility plan to Liberty Hill for water, wastewater, and reclaimed water utility services.</li><li>• 30% Review Set issued 7/21/23, under staff review for comment.</li></ul>                                      | Russell Alabastro<br>Ashish Pant    |
| P.18                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | South San Gabriel River Park                                                       | <b>SUMMARY:</b> Master plan, design, and construct the City park, including softball facilities, multipurpose fields and related support facilities (parking, restrooms, utilities), on the north bank of the South San Gabriel River.<br><b>BENEFIT:</b> Provides facilities for community sports and recreation.                                                              | Parks & Rec. | PARKS | Active | 1-Critical | DESIGN        | 20%              | <ul style="list-style-type: none"><li>• Kelly Wenzel is released RFQ on 1/6/2022. Opened and reviewed SOQ's on 2/3/22. Interviewed top three candidates on 2/17/22. Will finalize choice on week of 2/21/22. Requested proposal. Accepted revised proposal on 4/11/22. Submitted to Council on 4/21/22 for approval. Contract agreement signed by City Manager on 7/1/22. Kick-off meeting on 7/6/22. Meeting with Parks &amp; Rec Board on 8/23/22.</li><li>• Parkhill made schematic presentation to Council on 10/10. Council made suggestions regarding criquet and disc golf for design team to consider. Parkhill to submitted concepts for initial review Friday, January 6. Online public survey is to be published on City Website by end of January 2023. Public Information Workshop held on 3/30 at the LAC. Workshop feedback being compiled, preparing for Parks &amp; Rec Board on 4/11. City Council approved park masterplan concept at 5/18 City Council.</li><li>• Parkhill submitted utility plan to Liberty Hill for water, wastewater, and reclaimed water utility services.</li><li>• 30% Review Set issued 7/21/23, under staff review for comment.</li></ul>                                      | Russell Alabastro<br>Ashish Pant    |
| P.22                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Mason Cr                                                                           | <b>SUMMARY:</b> Construct future trail head parking facility, including 12-15 vehicle parking spaces. including 2 handicap spaces, landscaping, signage, kiosk, and possible water feature.<br><b>BENEFIT:</b> This trailhead is crucial to the overall trail system as it provides access to those who do not reside adjacent to the trail for health and recreation benefits. | Parks & Rec. | PARKS | Active | 1-Critical | PLANNING      | 95%              | <ul style="list-style-type: none"><li>• This is a PARKS managed project</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Mark Tummons                        |
| P.23                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Concrete                                                                           | <b>SUMMARY:</b> Place concrete for existing North Brushy Creek Trail at Benbrook Ranch Park.<br><b>BENEFIT:</b> Provides an all-weather trail.                                                                                                                                                                                                                                  | Parks & Rec. | PARKS | Active | 1-Critical | PLANNING      | 95%              | <ul style="list-style-type: none"><li>• This is a PARKS managed project</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Mark Tummons                        |
| P.47                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Bryson Farmstead Preservation Plan                                                 | <b>SUMMARY:</b> Preservation plan for refurbishment and preservation of historic pioneer home and an Adaptive Re-Use Plan to implement an economically sustainable solution for maintaining, preserving, and protecting the historic cultural site.<br><b>BENEFIT:</b> Provide historic learning center with a location for community use.                                      | Parks & Rec. | PARKS | Active | 1-Critical | DESIGN        | 15%              | <ul style="list-style-type: none"><li>• Design Consultant: Fisher-Heck / Mark Navarro - 210.299.1500</li><li>• Consultant had submitted Preservation Plan for review to THC and WCHC. Received comments back.</li><li>• LHC Review meeting was held on 2/16/22. Motion to approve Preservation Plan, with changes.</li><li>• Waiting to meet with adjacent developer to review and finalize property configuration, which must be approved by City, THC, and WCHC.</li><li>• Preservation Plan was approved by Historical Commission on Feb. 16, 2022.</li><li>• Consultant has developed Re-Use Plan concepts. Need to review adjacent developers' designs.</li><li>• Consultant has submitted draft of Maintenance Plan and Opinion of Probable Cost (OPC)</li><li>• Need to protect historical residence against further damage from the elements until we can complete all restoration.</li><li>• Will meet with Historical Commission on June 21, 2023, to review re-use concept plans.</li><li>• Submitted ReUse concepts to City Council on July 6, 2023 to obtain approval to set PUD.</li><li>• Need proposal from Fisher-Heck to provide repair/refurbishment drawings. Need to finalize draft of RFP.</li></ul> | Tony Bettis<br>Sarvesh Dhakal       |
| P.48                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Old Town Park                                                                      | <b>SUMMARY:</b> Improve the existing Old Town Park to be more favorable for hosting community events such as Old Town Street Festival and Leander Christmas Festival and Parade.<br><b>BENEFIT:</b> Potential for positive economic impact in the Old Town district of the City including the beautification of the Old Town district.                                          | Parks & Rec. | PARKS | Active | 1-Critical | DESIGN        | 95%              | <ul style="list-style-type: none"><li>• Design Consultant: PLACE Designers / Philip Wanke - 512.238.8912</li><li>• We have 100% and had received two bids on 12/16/21. Both bids were disqualified.</li><li>• PM submitted Executive Summary to Council regarding the disqualified bids and the need to rebid, for approval on 1/20/22</li><li>• City will itemzie and bid out reduced project scope, after June 4th Old Towne celebration</li><li>• PLACE Designers has received addendum to adjust documents for reduced scope of work on 5/25/22.</li><li>• PLACE Designers submitted draft of revised drawings on 6/28/22. Mark Tummons reviewed with City Mgr.</li><li>• Reviewed updated scope with City Council on 7/21/22. Council requested that this project hold until Old Town Master Plan is complete, sometime in Summer 2023.</li><li>• Old Town Master Plan is to be resubmitted to City Council in August 2023.</li><li>• When Old Town Master Plan is approved, we need to undate drawines and put out to bid by September 2023.</li></ul>                                                                                                                                                               | Tony Bettis<br>Sarvesh Dhakal       |
| P.49                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                | Crystal Falls Golf Club Maintenance and Course Improve ments Phase 1 Driving Range | <b>SUMMARY:</b> Driving range/short game area improvements to include regrading, irrigation system replacement; putting greens replacement and turf grass improvements; tee box renovation and expansion; cart paths (concrete) refurbishment; drainage inprovements;<br><b>BENEFIT:</b> Safety and playability needs, increased access and allow for more participants.        | Parks & Rec. | PARKS | Active | 1-Critical | CLOSEOUT      | 10%              | <ul style="list-style-type: none"><li>• Design Consultant: MWM Design Group - David Cazares</li><li>• Construction Contractor: Fleetwood Ltd.</li><li>• Responded to Contractor's attorney's document changes on 3/22/22. Finalized on 4/5/22.</li><li>• Began construction 07/5/22, expected to be Substantially Complete by 09/20/22</li><li>• Drought could be a problem with establishing grass.</li><li>• Golf Club staff requested add of electrical and concrete pad for ball distribution building.</li><li>• Site work irrigation, and concrete golf cart path and parking were complete as of 8/30/22.</li><li>• 99% complete by September 15, 2022.</li><li>• Added additional sod to further protect site from washout on October 25, 2022.</li><li>• Need to check grass propogation by April 2023 to close out permit with LCRA.</li><li>• Received deductive change order from Fleetwood for \$25K. Fleetwood responded with \$10K. Renegotiated to \$20K.</li><li>• Final inspection from PLANNING on 3/30/23.</li><li>• Received final inspection from LCRA on 4/18/23.</li><li>• Final Invoice from Fleetwood on 5/18/23.</li><li>• Need to close project.</li></ul>                                     | Tony Bettis<br>Sarvesh Dhakal       |



| FY 2023 - 2024 CIP Projects                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                |                                   |                                                                                                                                                                                                                                                                                                                                  |              |            |        |            |               |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                     |
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| <div>PHASES: 1. <b>PLANNING</b> - project conception, feasibility and permitting</div> <div>2. <b>DESIGN</b> - development of schematic drawings and specifications, standards identification</div> <div>3. <b>BID &amp; CONTRACT</b> - sourcing and procurement of construction contractor and affiliated services</div> <div>4. <b>CONSTRUCTION</b> - project execution, monitoring and controlling</div> <div>5. <b>CLOSEOUT</b> - project completion, official handover and contract closure</div> |                |                                   |                                                                                                                                                                                                                                                                                                                                  |              |            |        |            |               |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | AS OF July 24, 2023                 |
| Project ID                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Project Number | Project Name                      | Project Description                                                                                                                                                                                                                                                                                                              | Department   | Type       | Status | Priority   | Current Phase | Phase % Complete | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Project Manager<br>Project Engineer |
| M.9                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                | Fire Static                       | <b>SUMMARY:</b> Design and construct fire station located in the under-protected northeast section of City.<br><b>BENEFIT:</b> Provide greater life-safety protection in the northeast section of the City.                                                                                                                      | Fire Dept.   | FACILITIES | Active | 2-High     | PLANNING      | 10%              | <ul style="list-style-type: none"><li>FD is currently looking for land near the San Gabriel Pkwy and Ronald Reagan Blvd intersection.</li><li>Met with Mr. McClendon on 7/13/23. Need to walk property with Fire Chief to look at optional sites.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Stuart Heater                       |
| M.12                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                | Fire Field                        | <b>SUMMARY:</b> convert the current burn building on the training field from Class A fuels (hay/wood) to a cleaner burning fuel such as LPG. <b>BENEFIT:</b> reduce air and water pollution and provide for greater safety                                                                                                       | Fire Dept.   | FACILITIES | Active | 2-High     | PLANNING      | 100%             | <ul style="list-style-type: none"><li>FD has researched and developed the scope for this.</li><li>Met on June 29, 2023, to review strategy to contract this work.</li><li>Kelly W. met with GSA. Has set up procurement for FireBlast equipment.</li><li>Need to talk to GBA to see if they can do MEP design.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Stuart Heater                       |
| M.16                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                | Fire Station #2 EMS Station       | <b>SUMMARY:</b> Renovate Fire Station #2 on W. Crystal Falls Parkway to allow for an EMS unit and staff to be stationed there.<br><b>BENEFIT:</b> This will allow for a second EMS unit to be stationed in Leander, increasing life-safety protection services.                                                                  | Fire Dept.   | FACILITIES | Active | 1-Critical | DESIGN        | 90%              | <div>Design Consultant City / Nameless Road - 07/20/23</div> <ul style="list-style-type: none"><li>We have 100% drawings and have already received two bids on 7/22/21. While waiting to obtain funding, both bidders pulled their bids.</li><li>Consultant requested additional services on 1/5/22 for rebidding</li><li>City will rebid project in March. PM submitted Executive Summary for 2/7/22 Council meeting.</li><li>RFP approved for re-issue during Council Meeting (2/7/22).</li><li>Rebid received on 4/14/22. One bid at \$3.5M, which was rejected.</li><li>BRW is working on alternate solutions. Presented one option on 7/5/22.</li><li>BRW submitted additional services Amendment #3 proposal on October 7, 2022.</li><li>Approved by City Council for approval on November 17, 2022. BRW has been approved to proceed.</li><li>Kick-off to redesign on November 28, 2022.</li><li>BRW submitted 30% drawings on Jan 26, 2023</li><li>BRW submitted 60% drawings on 5/14/23</li><li>BRW submitted 90% drawings on 3/24/23</li><li>BRW 2nd resubmittal of 90% drawings on 6/29/23.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Tony Bettis                         |
| M.17                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                | Relocate                          | <b>SUMMARY:</b> Design and construct a new, relocated shooting range. Current shoting range is located at Wastewater Treatment Plant (WWTP) on RM 2243.<br><b>BENEFIT:</b> Opens spaces at WWTP for expansion of the plant. Reduces noise to neighbors, and their concerns.                                                      | Police Dept. | FACILITIES | Active | 3-Needed   | PLANNING      | 20%              | <ul style="list-style-type: none"><li>Looking for land.</li><li>Purchased Hackett property on Nameless Road, December 2022. This is a viable site for new gun range.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Tony Bettis                         |
| M.21                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                | Fire Static                       | <b>SUMMARY:</b> To construct the building of a fire station located in the western section of Leander (covering the corridor of Hero Way West and subdivisions of Grand Mesa, CR 290, Westwood, Hawkes Landing, Carneros and North Creek).<br><b>BENEFIT:</b> Provide fire protection services to the northwest section of town. | Fire Dept.   | FACILITIES | Active | 2-High     | PLANNING      | 90%              | <ul style="list-style-type: none"><li>Need to find and purchase site.</li><li>Could potentially place on Hackett place, 15051 West Hero Way / Nameless Road. Purchased December 2022.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Tony Bettis                         |
| M.23                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                | Renovati on of EMS/App aratus Bay | <b>SUMMARY:</b> Convert the current EMS building and garage, behind the Bryson Building, into offices or other uses.<br><b>BENEFIT:</b> City needs additional offices and meetings spaces.                                                                                                                                       | Engineering  | FACILITIES | Active | 1-Critical | CONSTRUCTION  | 15%              | <ul style="list-style-type: none"><li>Williamson County EMS will move into FS#2 when it is completed. City is watting to hire PSA design consultant until FS#2 is competed</li><li>WilCo EMS moved out on 3/22/22. Received proposal from BRW for \$95K for services on 4/12/22. Construction estimated at \$500K. Currently looking for options.</li><li>Contracted with Huitt Zollars to conduct PER and then design, on 7/6/22. Kick-off meeting on 7/21/22. HazMat consultant inspected site on 8/8/22. Received P.E.R. by September 7, 2022.</li><li>On 10/10/22 City Council Agenda for Task Order HZI-04 for design, bidding, and construction phases.</li><li>Long-lead time network and access control components on order via IT department.</li><li>Design development drawings expected to be issued for review by end of November 2022.</li><li>90% CD drawings received and distributed 12/28, currently under review by COL staff for comments to update before permit submittal.</li><li>100% drawings submitted for permit 2/2/23.</li><li>Under review as a remodel permit. Permit review completed. Project solicitation to be issued 4/6 with solicitation closing on 5/5.</li><li>Oral presentation by apparent low bidder scheduled for 5/25. Contract agreement with contractor approved at 6/15 Council.</li><li>Contractor mobilized and performing selective demolition and investigation of existing conditions, starting June 19, 2023.</li><li>Main building levelling and reinforcement of existing floor joists , concrete slab infill and concrete footings placed and completed.</li></ul> | Russell Alabastro                   |
| M.24                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                | City Hall                         | <b>SUMMARY:</b> Analysis and concepts to determine the best type and location for the new City Hall.<br><b>BENEFIT:</b> Have a better determination of where and what to build.                                                                                                                                                  | Executive    | FACILITIES | Active | 2-High     | PLANNING      | 95%              | <ul style="list-style-type: none"><li>Director of Development is currently creating an RFQ to hire design consultant for pre-design services</li><li>RFP for preliminary design services due by September 28, 2002.</li><li>Received 14 SOQs and is currently under review to narrow list.</li><li>List narrowed down to 9 SOQs to review. Review team has until EOB 11/9 to review and score the 9 remaining participants.</li><li>Chose BSW. Submitted RFP. Need \$ proposal. Met on 3/24/23 to review proposal, especially regarding public input.</li><li>BSW submitted revised proposal on 6/24/23. Waiting on LEGAL to review.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Robin Griffin<br>Tony Bettis        |
| M.25                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                | Expansio n of the Public          | <b>SUMMARY:</b> Design and construct an extension of the 911 Call Center.<br><b>BENEFIT:</b> Provides for additional emergency communication services.                                                                                                                                                                           | Police Dept. | FACILITIES | Active |            | PLANNING      | 10%              | <ul style="list-style-type: none"><li>Met with PD and FD to review warehouse for remodeling into new Communications Center</li><li>Chief Minton provided additional clarification of scope of work in email dated 02/21/23. Added to FY24 CIP list.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Tony Bettis                         |



City of  
*Leander*



Pat Bryson  
Municipal Hall

201 N. Brushy St.  
Leander, Texas

# City Council Retreat

---

July 28-29, 2023 • 8:30 a.m.

## AGENDA ITEMS

CIP projects and timeline.

# CIP Projects and Timeline

Dan Grimsbo *Executive Director of Infrastructure*

Robert Powers *Executive Director of Finance*

Emily Truman *City Engineer*

Gina Ellison *Public Works Director*

Mark Tummons *Parks & Recreation Director*

# Capital Improvement Program

---

Fiscal Year 2023/24

**56 active projects**

- **10** in planning
- **25** in design
- **2** in bid & contract
- **10** in construction
- **5** in review
- **4** completed

## Facility CIP Projects

---

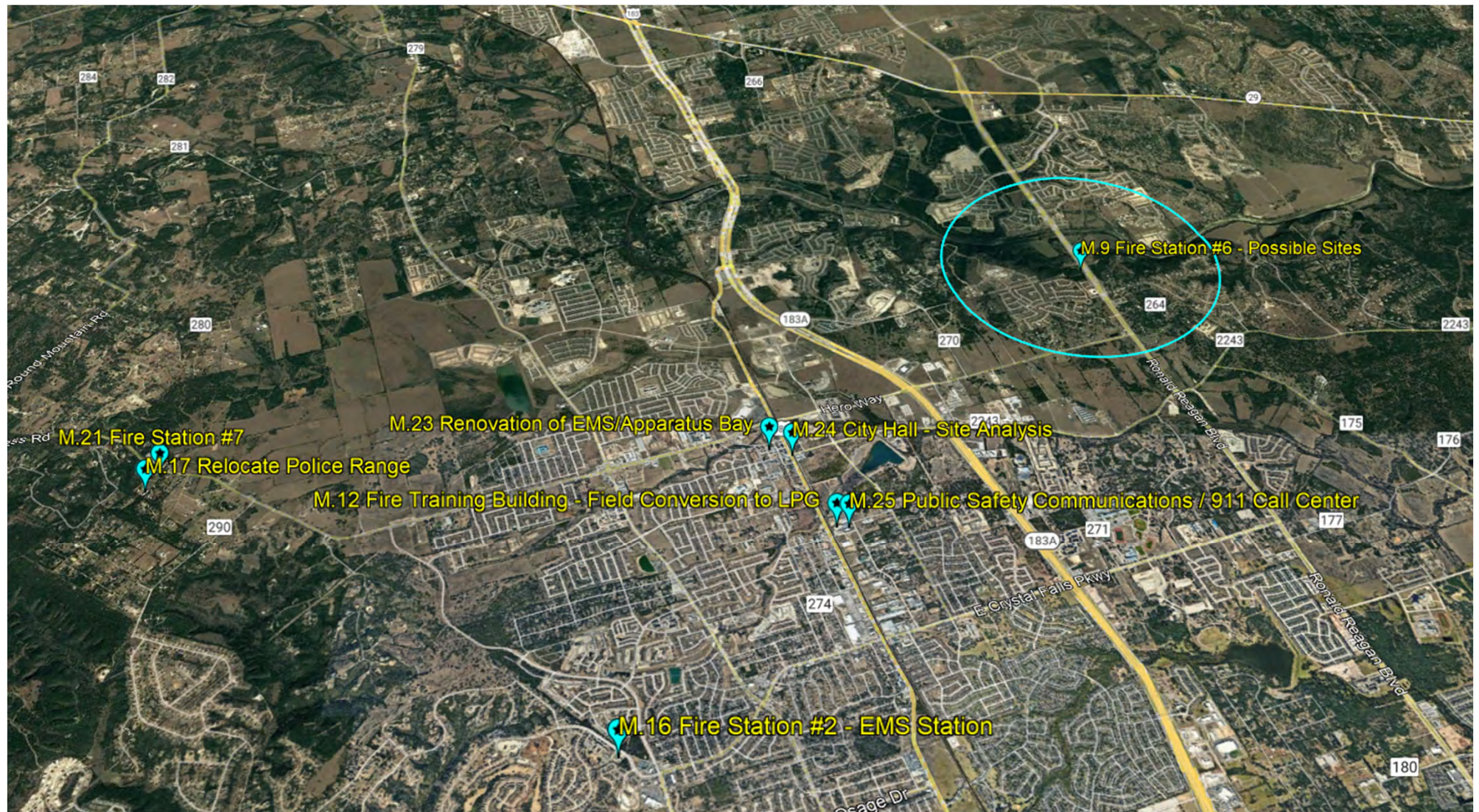
### Facility Projects 2023

- |        |                                               |        |
|--------|-----------------------------------------------|--------|
| • M.23 | EMS/Apparatus Bay – complete Sept 23          | \$760K |
| • M.12 | Fire Training Bldg. - LPG                     | \$550K |
| • M.24 | City Hall – initial phase pre-design/concepts | \$150K |

### Facility Projects 2024

- |        |                                             |        |
|--------|---------------------------------------------|--------|
| • M.16 | Fire Station #2 EMS Station @90% design     | \$2.0M |
| • M.9  | FS #6 Land /Design                          | \$2.2M |
| • M.25 | Expansion of the Public Safety Comms        | \$500K |
| • M.PD | Police CAD (Computer Aided Dispatch) System | \$100K |







# Water CIP Projects

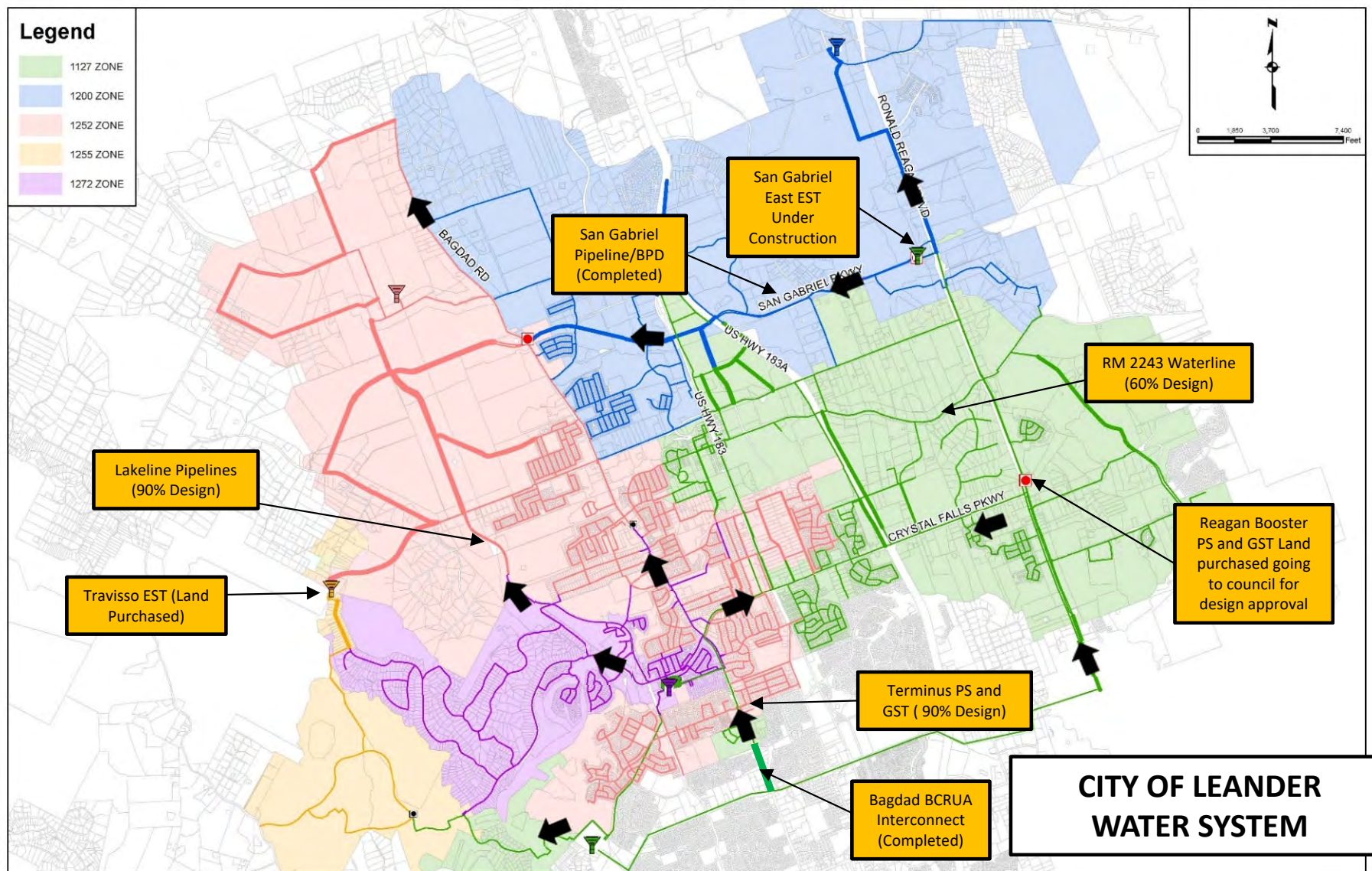
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## Water Projects 2023

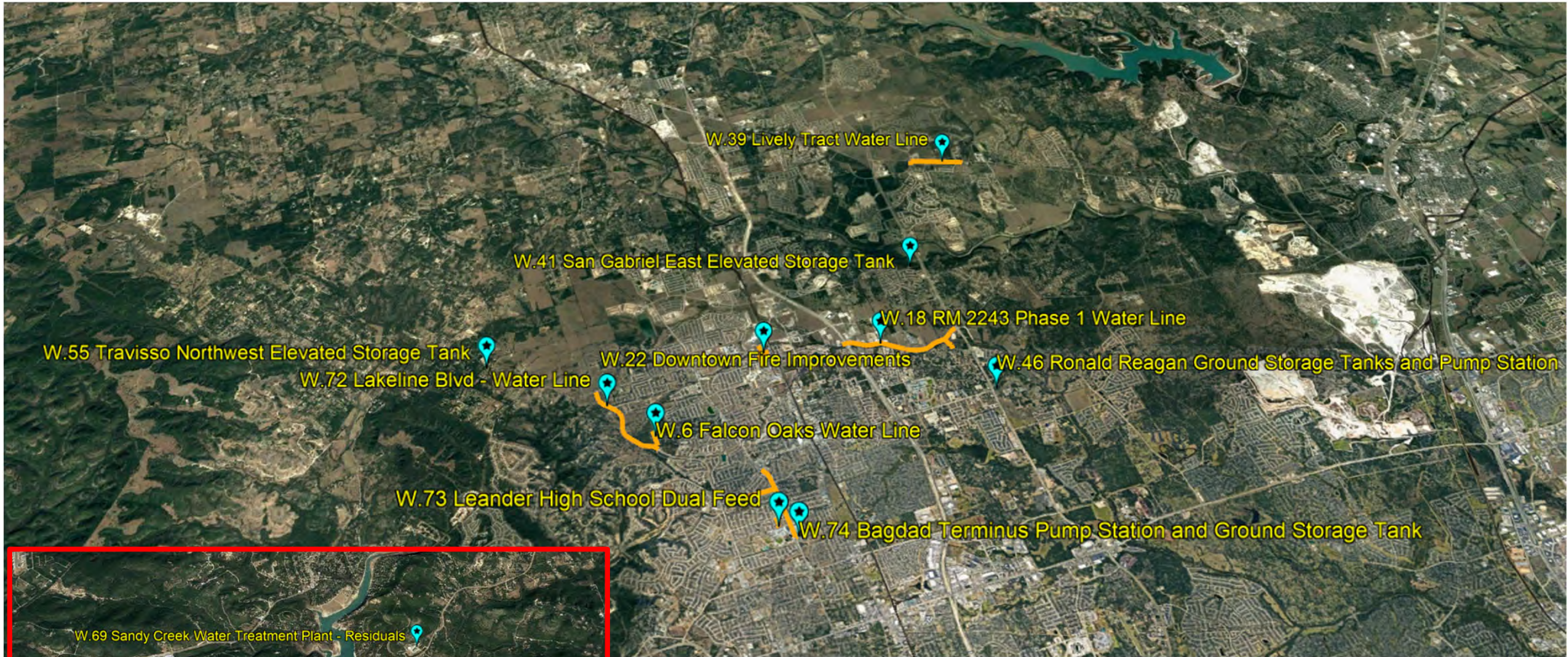
|        |                                                                  |                              |
|--------|------------------------------------------------------------------|------------------------------|
| • W.6  | Falcon Oaks Water Improvement – waterline completed              | \$300K                       |
| • W.22 | Downtown Fire Improvements – Out for Bid                         | \$2.4M                       |
| • W.41 | San Gabriel EST – under construction – complete by August 2024   | \$8.3M                       |
| • W.72 | Lakeline Waterline @ 90% Design                                  | \$400K                       |
| • W.73 | Leander HS Dual Feed                                             | \$322K                       |
| • W.74 | Bagdad Terminus Phase II Rehab @ 90% Design                      | \$1.4M                       |
| • W.75 | Water Master Plan                                                | \$150K                       |
| • W.69 | SC WTP Sludge and Redundant Train – Out for Bid                  | \$19M                        |
| • W.46 | RR Storage Tanks and BP Station – \$6M for the Land              | \$1.3M Design Council 03 Aug |
| • W.80 | BCRUA Barge Raw Water Intake Line – Pipe purchase @ \$1M/Bid Aug | \$3.0M                       |

## Water Project 2024

|         |                                                                   |                          |
|---------|-------------------------------------------------------------------|--------------------------|
| • W.18  | RM 2243 Pipeline @ 60% design                                     | \$4.2M                   |
| • W.42  | Water Meter AMI - developing the RFP @ \$886K                     | \$5.0M cost est. @ \$11M |
| • W.55  | Travisso EST (Land/Design) – \$2.3M for the Land                  | \$7.1M                   |
| • W.72  | Lakeline Waterline @ 90 % design                                  | \$3.2M                   |
| • W.74  | Bagdad Terminus Phase II Rehab - const 12- and 24-inch waterlines | \$8.5M                   |
| • BCRUA | 6MG Clear Well and Phase 2A Design                                | \$5.0M                   |
| • BCRUA | BCRUA Control Valves                                              | \$2.0M                   |
| • BCRUA | Phase 1D/Phase 2/PEC PP support cost increases                    | \$5.0M                   |





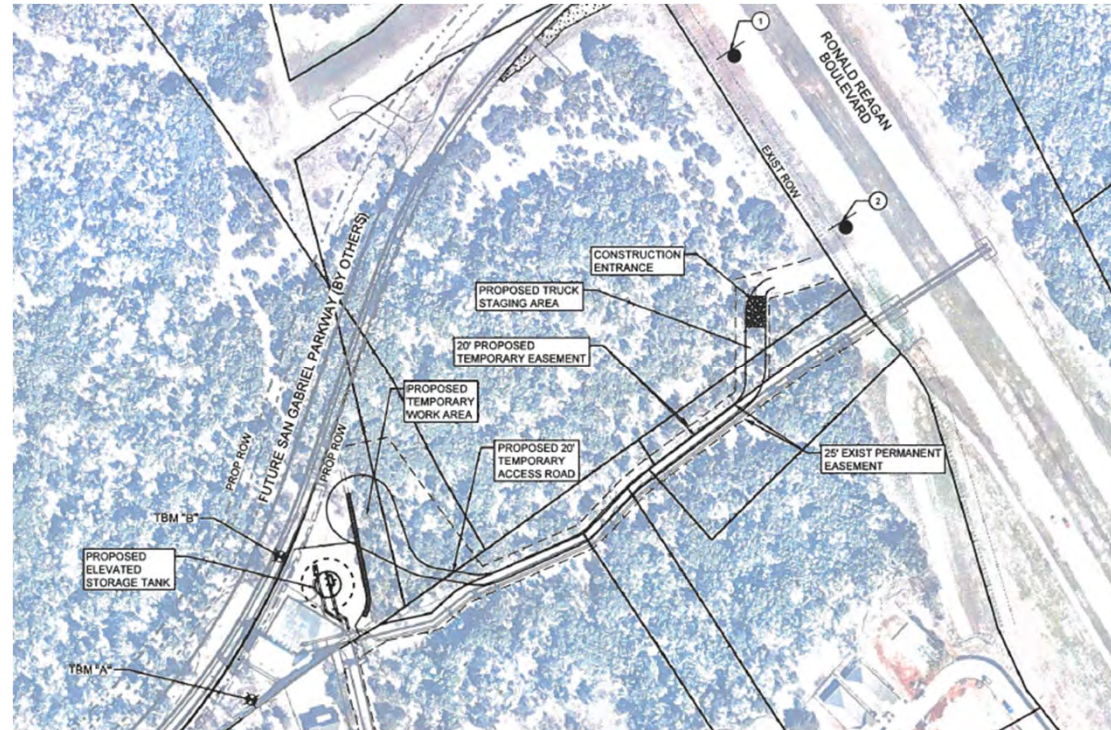




# Water Projects

## W.41 San Gabriel Elevated Storage Tank—1.25MG

- \$8.0M award
- Under construction
- Completion Aug 2024

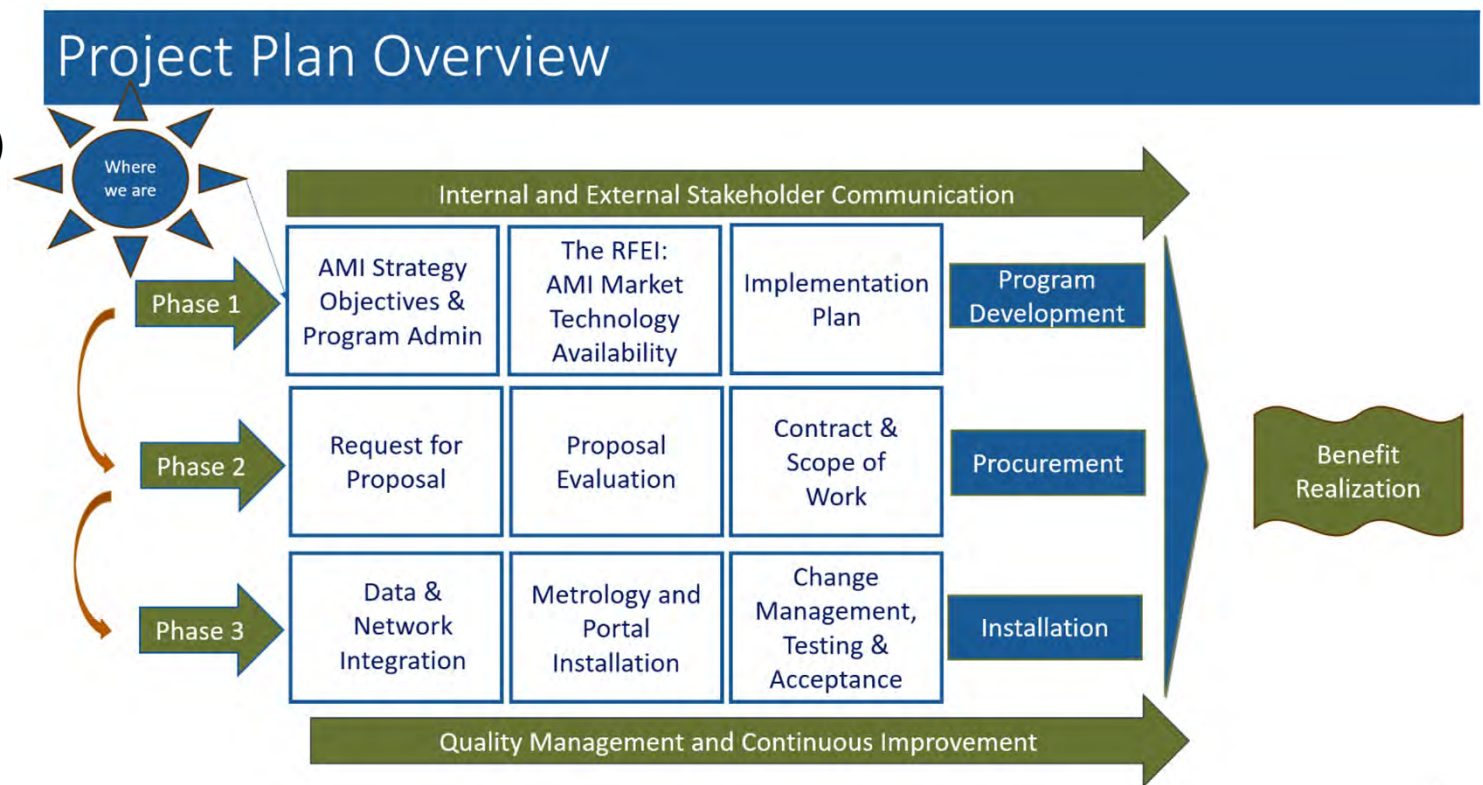




# Water Projects

## W.42 Advanced Metering Infrastructure (AMI)

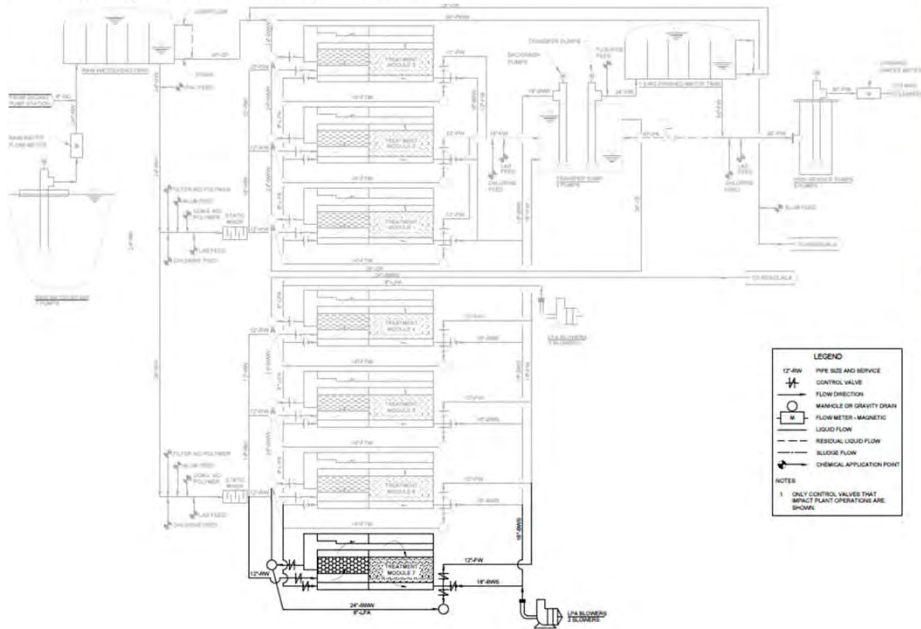
- \$886k procurement
- Estimated Construction Cost \$11M (\$5M ARPA Funds)
- Completion early 2025



# Water Projects

## W.69 Sandy Creek WTP Upgrades

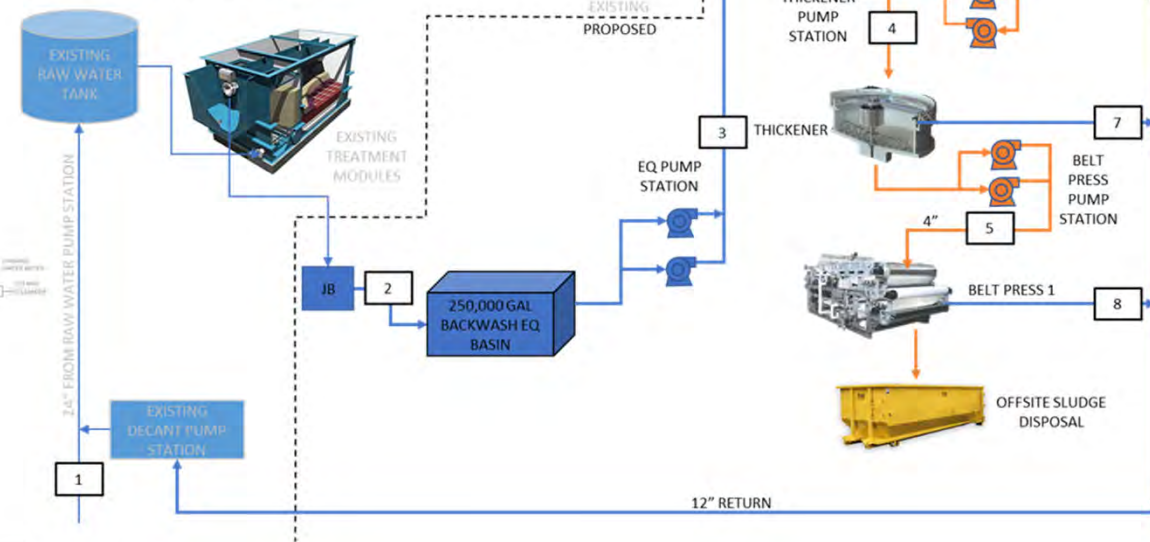
- \$19M budget
- Design Phase (100%)
- Bids Open Sept. 7
- Completion May 2025



| FLOW STREAM | MAX FLOW [GPM] | AVERAGE FLOW [GPD] | AVG TURBIDITY [NTU] | AVG SOLIDS LOADING [PPD] <sup>1</sup> | MAX SOLIDS LOADING [PPD] <sup>2</sup> | AVG BELT PRESS LOADING [LB/HOUR] | MAX BELT PRESS LOADING [LB/HOUR] |
|-------------|----------------|--------------------|---------------------|---------------------------------------|---------------------------------------|----------------------------------|----------------------------------|
| 1           | 9,000          | 12,000,000         | 5                   | 648                                   | 1,296                                 | -                                | -                                |
| 2           | 6,000          | 800,000            | -                   | 648                                   | 2,270                                 | -                                | -                                |
| 3           | 650            | 800,000            | -                   | 648                                   | 2,270                                 | -                                | -                                |
| 4           | 50             | 72,000             | -                   | 616                                   | 2,159                                 | -                                | -                                |
| 5           | 30             | 12,600             | -                   | 555                                   | 1,941                                 | 555                              | 1,120                            |

<sup>1</sup> AVERAGE SOLIDS BASED ON 5 NTU & 0 MG/L ALUM

<sup>2</sup> MAX SOLIDS BASED ON 10 NTU & 25 MG/L ALUM



# Wastewater & Stormwater CIP Projects

---

## Wastewater Projects 2023

|   |          |                                                                    |                      |
|---|----------|--------------------------------------------------------------------|----------------------|
| • | WW 17/18 | WWTP Aeration and Sludge - completed                               | \$4.0M               |
| • | WW.16    | Eagle Way, Mica Lane, Topaz Lane - completed                       | \$1.1M               |
| • | WW.43    | FM 2243 Lift Station @ 95% design                                  | \$2.5M               |
| • | WW.46    | Reclaimed Water System @ 95% design                                | \$1.2M               |
| • | WW.20    | Falcon Oaks WW Collection System @ 50% constructed                 | \$4.5M               |
| • | WW.47    | I&I Study - completed                                              | \$160K               |
| • | WW.29    | BCRWWTP Expansion - completion this summer                         | \$12.5M Paid in full |
| • | BCRWWS   | Buy into Treatment Plant Real Property (2 <sup>nd</sup> Amendment) | \$2.9M               |
| • | BCRWWS   | Tertiary Filters - design                                          | \$1.0M               |

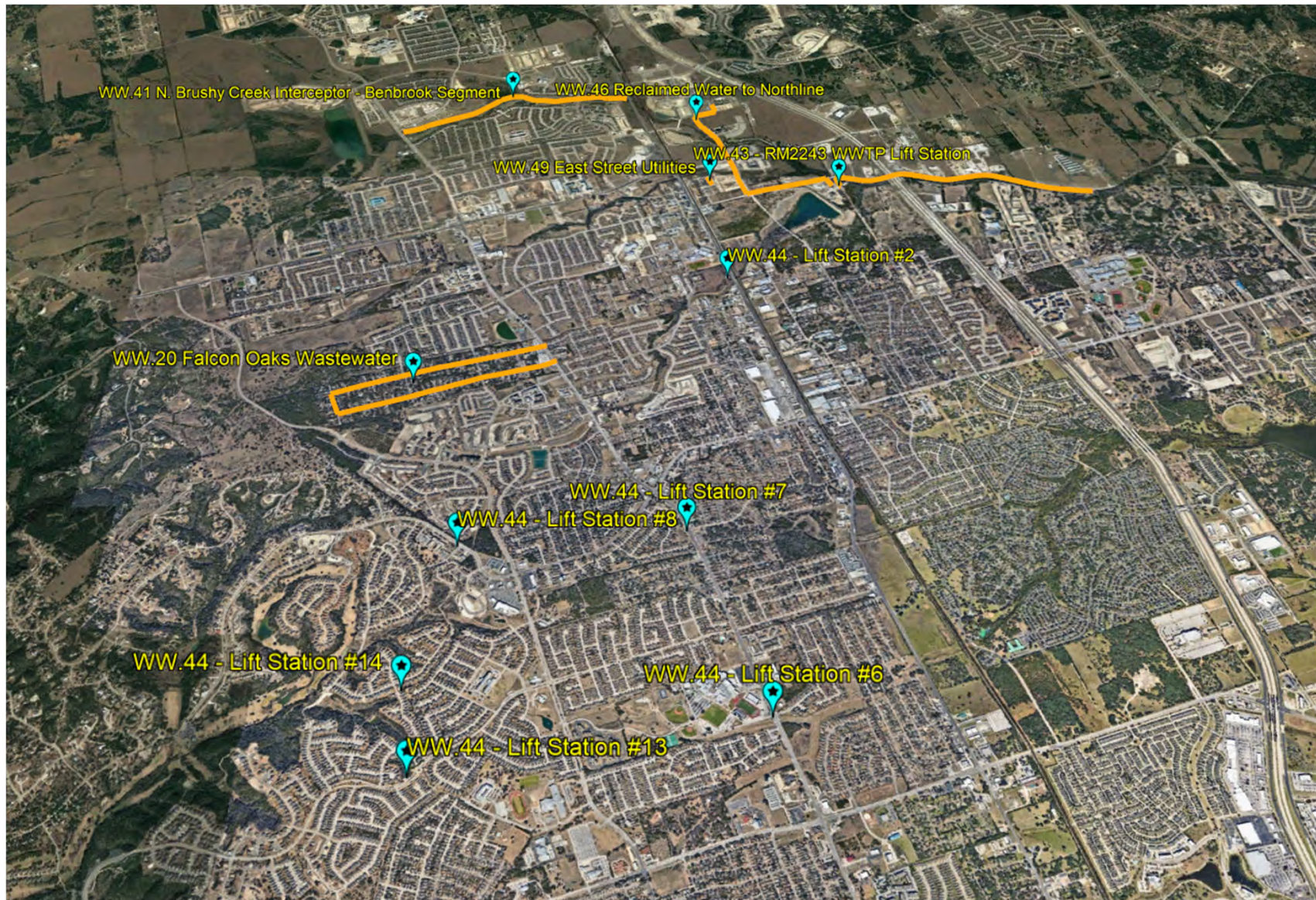
## Wastewater Project 2024

|   |       |                                                                      |        |
|---|-------|----------------------------------------------------------------------|--------|
| • | WW.43 | FM 2243 Lift Station                                                 | \$3.4M |
| • | WW.44 | WW Lift Station Rehabilitation – 3 Phases                            | \$5.6M |
| • | WW.46 | Reclaimed Water System – out for bid in Sept 2023 (\$700K easements) | \$7.5M |
| • | WW.48 | Wastewater Master Plan                                               | \$500K |
| • | WW.41 | North Bushy Creek Interceptor Imp. (Benbrook Segment) Design         | \$500K |
| • | WW.49 | East Street Utilities @ 50% design                                   | \$1.5M |

## Stormwater Projects 2024

|   |      |                        |        |
|---|------|------------------------|--------|
| • | S.15 | Stormwater Master Plan | \$500K |
| • | S.32 | LOMR Citywide Review   | \$369K |



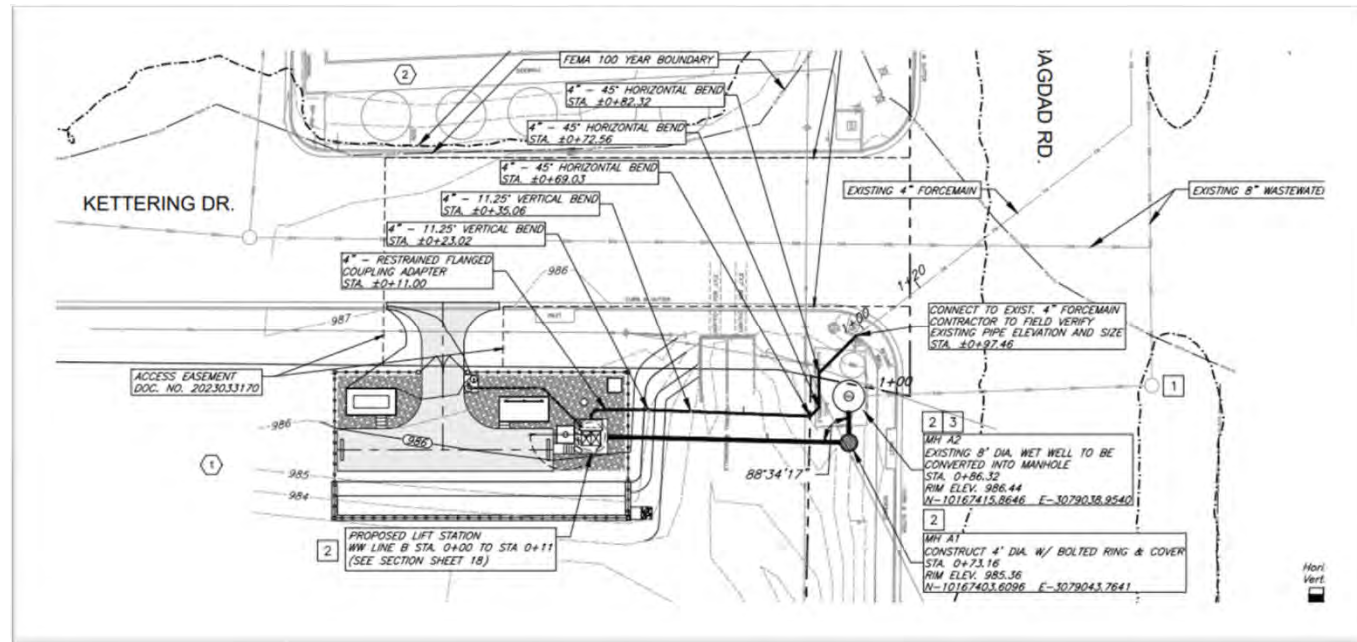




## Wastewater Projects

### WW.44 Lift Station Rehabilitation

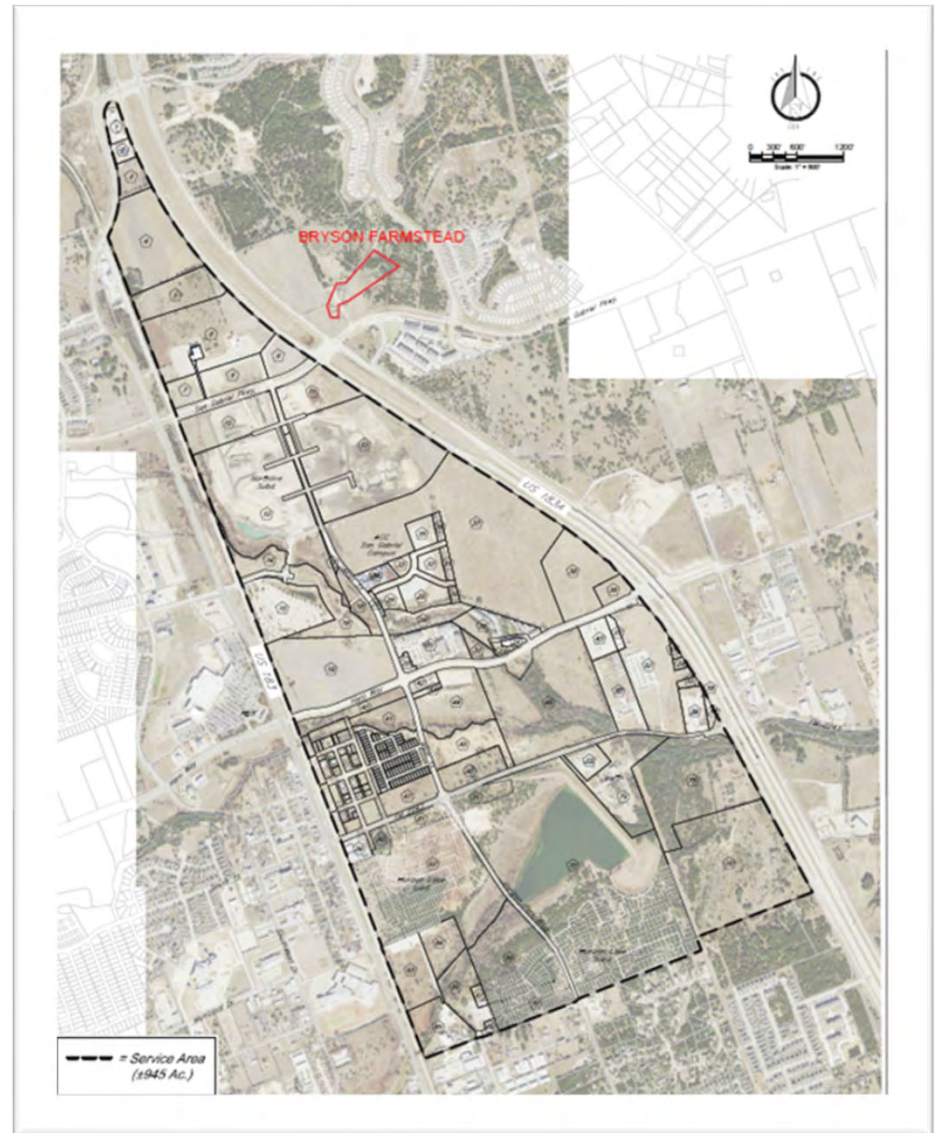
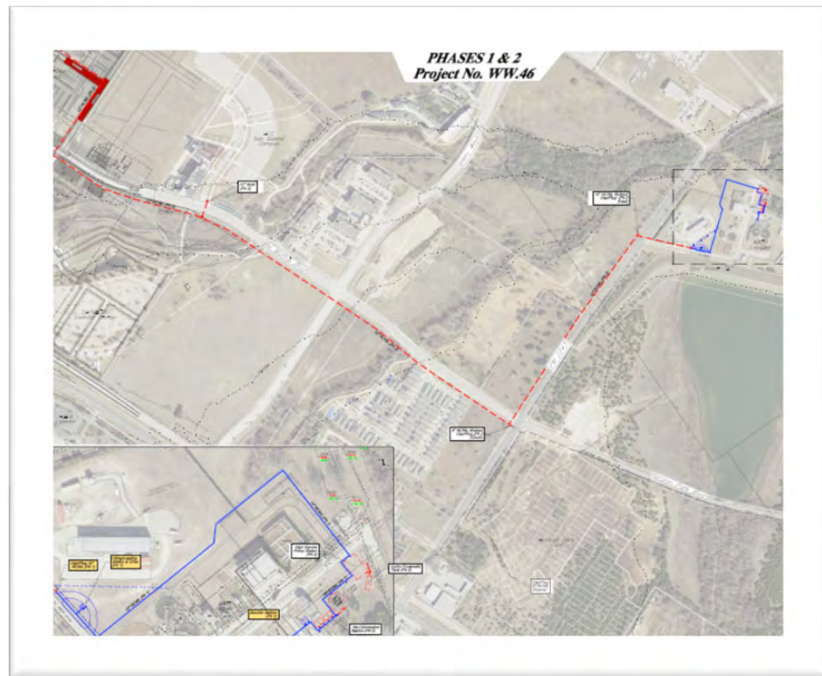
- \$7.5M Design & Construction
- Phase 1 (Force main) – LS #2 & #6 complete
- Phase 1 – LS #2 & #6 – 100% Design
- Phase 2 – LS #7 & #8 – 100% Design rebid and opened 7/20
- Phase 3 – LS# 13 & #14 – 10% complete with construction



## Wastewater Projects

### WW.46 Reclaim System and Waterline

- \$7.5M
- Design at 95%
- Go out for Bid in Sept 2023



# Street CIP Projects

---

## Street Projects 2023

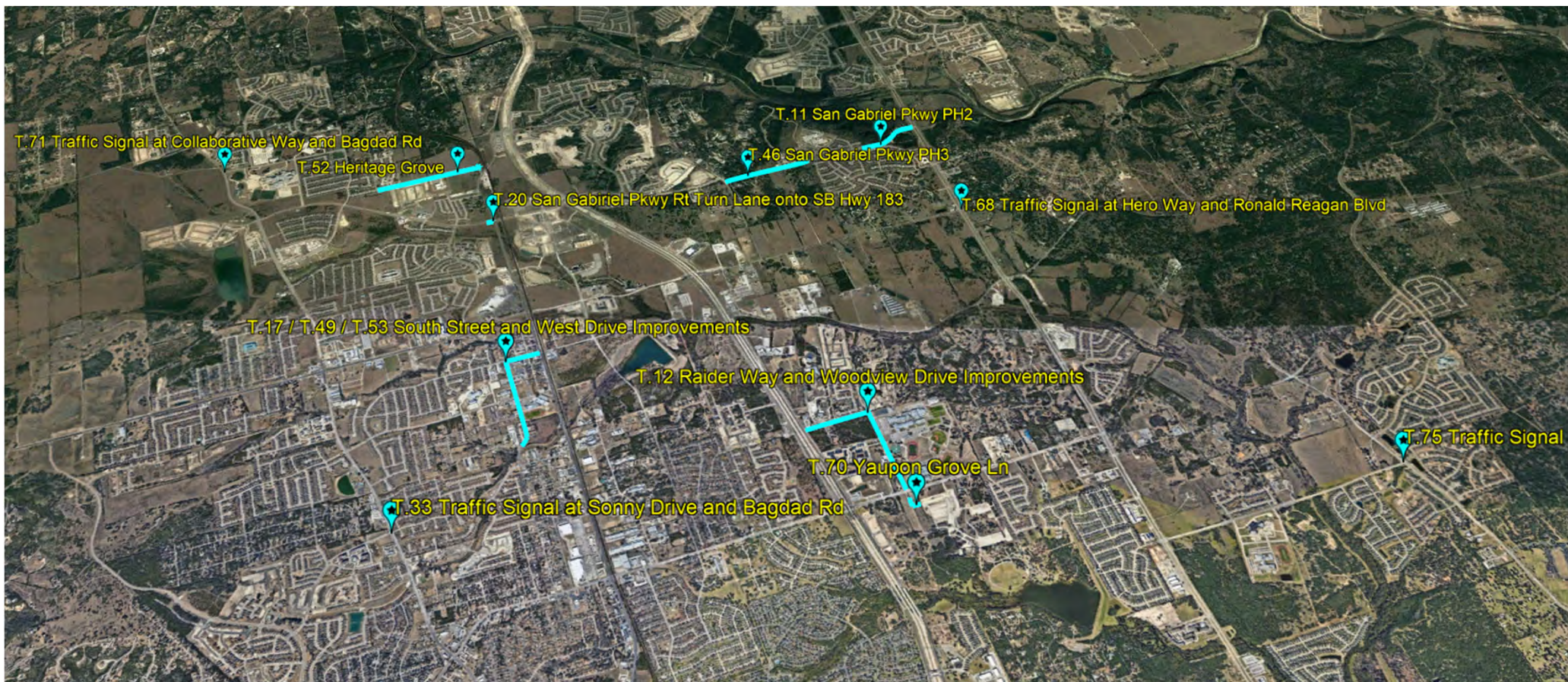
|           |                                                             |         |
|-----------|-------------------------------------------------------------|---------|
| • T.11    | San Gabriel Design/Extension Phase 2 - 100% design          | \$1.3M  |
| • T.12    | Raider Way & Woodview Dr. Roadway Imp. – under construction | \$15.0M |
| • T.52    | Heritage Grove Road – fund redirected – only design funds   | \$595K  |
| • T.68/33 | Ronald Reagan/Hero Way – Bagdad/Sonny Signals - complete    | \$1.1M  |
| • T.71    | Collaborative Way/Bagdad Signal @ 60% design                | \$1.4M  |
| • T.41    | Hero Way (east easements) – in progress                     | \$10.4M |
| • T.97    | FY23 Roadway Rehabilitation – completed four sections       | \$2.5M  |
| • T.20    | San Gabriel Pkwy Right Turn @ 90% design                    | \$800K  |
| • T.58    | US 183 Corridor Study                                       | \$500K  |

## Street Project 2024

|              |                                                             |        |
|--------------|-------------------------------------------------------------|--------|
| • T.49/53/17 | South St./West Drive/Intersection Improvements @ 10% design | \$7.0M |
| • T.48       | San Gabriel Phase 3 – design underway                       | \$1.0M |
| • T.FY24     | Traffic Improvement – Small Traffic Studies                 | \$250K |

Note: May receive Wilco Bond Funds for North Bagdad and Crystal Falls Parkway







## Transportation Projects

- T.12 Raider Way & Woodview Drive Roadway Improvements
  - Awarded \$15M
  - Under Construction
  - Estimated Completion: Summer 2025
- T.97 Roadway Rehabilitation
  - \$2.5M
  - Lakeline Blvd.
  - Union St.
  - Horizon Park Blvd.
  - Heritage Grove



# Parks CIP Projects

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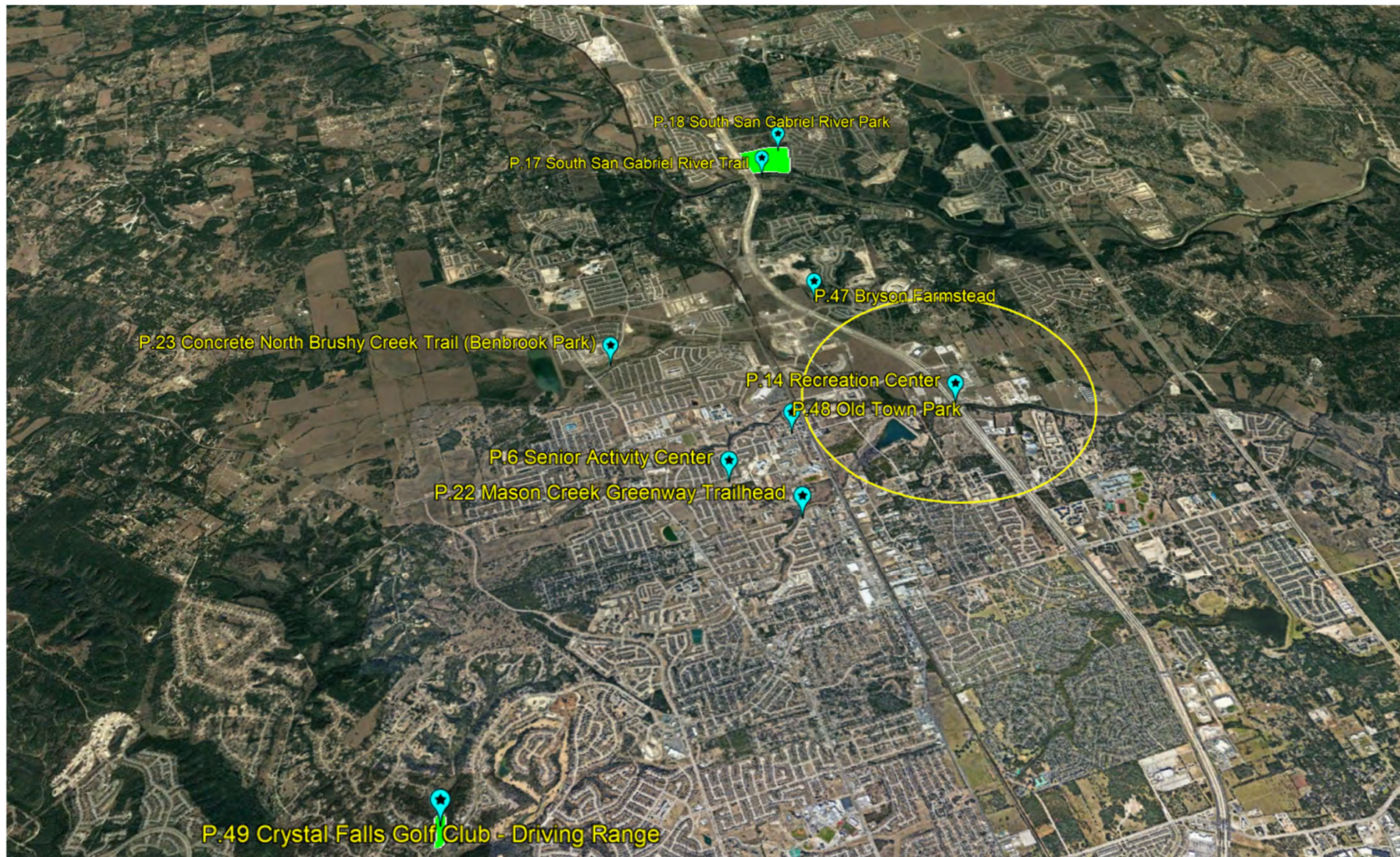
## Park Projects 2023

- |        |                                |        |
|--------|--------------------------------|--------|
| • P.48 | Old Town Park – what is needed | \$1.0M |
| • P.18 | San Gabriel River Park         | \$1.4M |

## Park Projects 2024

- |           |                                                              |         |
|-----------|--------------------------------------------------------------|---------|
| • P.6     | Senior Center (split cost) @ 90% design                      | \$6.6M  |
| • P.17/18 | San Gabriel River Trail/Park @ 20% Design Bond Funds (\$11M) | \$1.86M |
| • P.14    | Rec Center – What is needed                                  | \$16.2M |
| • P.47    | Bryson Farmstead                                             | \$950K  |
| • P.22    | Mason Creek Greenway Trail                                   | \$340K  |
| • P.23    | Concrete for North Brushy Creek Trail                        | \$273K  |
| • P.59    | Golf Course Improvements (Design) - Needs Discussion         | \$1.5M  |
| • P.60    | Library HVAC System Replacement                              | \$150K  |
| • P.61    | Mason Farmstead – Repairs and Refurbishment                  | \$200K  |

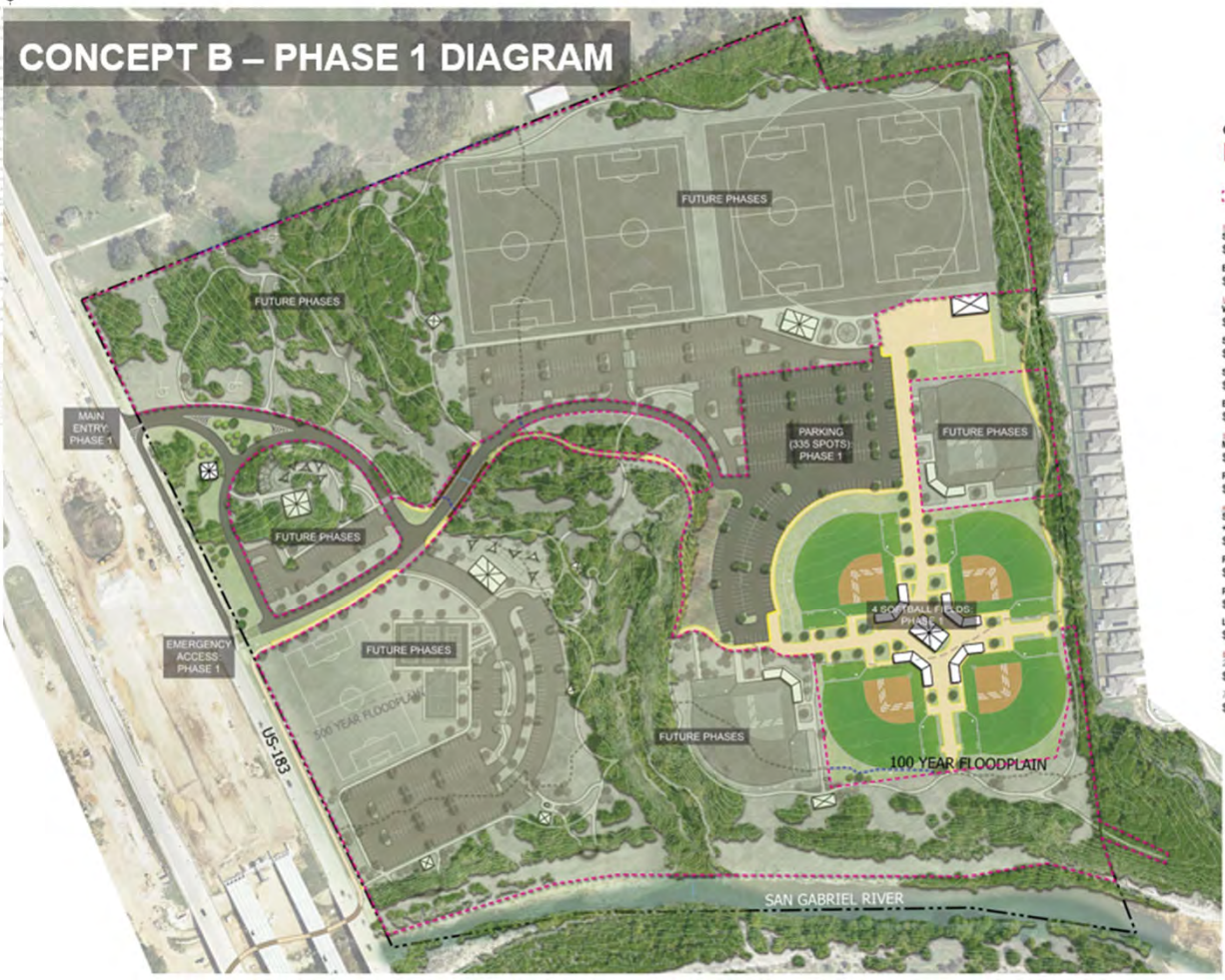






CONSTRUCTION COSTS – INFRASTRUCTURE + AMENITIES (PHASE 1)

|                                |  |
|--------------------------------|--|
| SOFTBALL FIELDS + PLAZA        |  |
| \$6,279,000 (4 fields + bldg.) |  |
| PARK ENTRY SIGNAGE             |  |
| \$25,000                       |  |
| PARK FURNITURE                 |  |
| \$78,000 (bare minimum)        |  |
| LANDSCAPING & REVEG.           |  |
| \$416,650 (minimum)            |  |
| AMENITIES (PHASE 1)            |  |
| CONTINGENCY & INFLATION        |  |
| \$1,835,636                    |  |
| INFRASTRUCTURE SUBTOTAL        |  |
| \$8,348,345                    |  |
| GRAND TOTAL                    |  |
| ~\$16,982,000                  |  |



San Gabriel River Park  
Masterplan Discussion

# Potential COs Needed For CIP Projects 2025

---

## Facilities

|        |                            |       |
|--------|----------------------------|-------|
| • M.XX | City Hall                  | \$50M |
| • M.XX | Police Building            | \$29M |
| • M.XX | Central Fire Station/Admin | \$23M |
| • M.XX | Parks & Rec / Library      | \$24M |
| • M.XX | Public Works Facility      | \$17M |

## Water Projects

|         |                                                 |        |
|---------|-------------------------------------------------|--------|
| • W.46  | RR GST and Pump Station - construction          | \$7.0M |
| • W.74  | Phase II Terminus Rehab - const tank/BPS        | \$6.0M |
| • W.42  | Water Meter AMI - might need FY24               | \$6.0M |
| • BCRUA | Phase 1D/Phase 2/ PEC PP support cost increases | \$6.0M |
| • BCRUA | Phase 2A                                        | \$23M  |

## Wastewater Projects

|         |                                                    |        |
|---------|----------------------------------------------------|--------|
| • WW.25 | South Brushy Creek WW Interceptor Improvements     | \$500K |
| • WW.37 | North Brushy Creek Interceptor Improvements Seg.2  | \$500K |
| • WW.38 | North Brushy Creek Interceptor Improvements Seg.3  | \$500K |
| • WW.41 | North Brushy Creek Interceptor Impr (Benbrook Seg) | \$3.3M |

# COs Need For CIP Projects 2025

---

## Street Projects

|        |                                          |        |
|--------|------------------------------------------|--------|
| • T.11 | San Gabriel Design/Extension Phase 2     | \$6.7M |
| • T.48 | San Gabriel Phase 3                      | \$7.0M |
| • T.70 | Yaupon Grove Ln                          | \$795K |
| • T.76 | Imp. RR/Journey Pkwy                     | \$1.0M |
| • T.83 | Sarah Apartments Guardrail               | \$50K  |
| • T.85 | RR/Palmera Ridge SB right turn slip lane | \$400K |
| • T.90 | RR/Kauffman Loop NB right turn slip lane | \$600K |
| • T.XX | FY25 Roadway Rehabilitation              | \$2.0M |
| • T.XX | Three Traffic Signals                    | \$2.0M |

## Park Projects

|            |                                        |       |
|------------|----------------------------------------|-------|
| • P. 17/18 | South San Gabriel River Trail and Park | \$40M |
| • P.14     | Recreation Center                      | \$?   |
| • P.21     | Golf Course Renovations                | \$?   |



# CIP Council Direction

---

## **Parks & Recreation projects**

- Recreation Center – Determine location/cost
- San Gabriel Park – Master plan/cost
- Golf Course Improvements – Design/cost

## **Municipal projects**

- How to purchase needed Land
- What to build first

## **Utility projects**

- Move Forward with must-have projects using debt
- Add other projects

## BCRUA Projects

---

| <b>Project</b>  | <b>Design End</b> | <b>Proposal Opening</b> | <b>Construction<br/>Substantial Completion</b> |
|-----------------|-------------------|-------------------------|------------------------------------------------|
| Phase 2         | Complete          | Complete                | 2/17/2027                                      |
| Phase 1D        | Complete          | Complete                | 11/20/24                                       |
| 36" RWL         | Complete          | 8/2/23                  | ~ 4/1/24                                       |
| Delivery Points | 12/1/23           | ~ 1/15/24               | ~ 3/1/25                                       |
| Phase 2A        | ~ 12/1/24         | ~ 6/1/25                | ~ 5/1/27                                       |

# CIP Issuance of Debt and Grants

---

## **Hero Way County Road Project**

- About \$13.9M (*CO Funds*)

## **Transportation – Heritage Grove Road Desing/ Roadway Rehab/ Three Traffic Signals**

- About \$5.5M (*CO Funds*)

## **BCRWWS expansion**

- About \$12.4M (*CO Funds*)

## **Utilities – SC WTP Sludge/Redundant Train, Reclaimed Water System**

- About \$19.2M (*CO Funds*)

## **BCRUA Deep Water Intake – Phase 2**

- About \$120M (*SWIFT Funds*)

## **CapMetro Funding**

- About \$10M

## **ARPA Funding for AMI (City); City Reclaimed (County); BCRUA RWL (County)**

- About \$14M



# CIP Funding Sources

---

- General funds
- Water impact fees -updated
- Wastewater impact fees - updated
- Roadway impact fees (was approved By Council)
- Park impact fees
- GO bonds (*voter approved*)
- CO bonds
- ARPA
- CapMetro
- Other sources of funding

## CIP Next Steps

---

- Finalize the CIP project list for FY 2024 & 2025
- Continue with Designs
- Continue with Construction – which are moving out!
- Updating Water and Wastewater Master Plans
- Look at Future Debt needs
- Complete the CIP book with the Budget book



**EXECUTIVE SUMMARY**  
**07/28/2023**

---

**AGENDA SUBJECT:**

Economic Development

- State of economy
- Market sectors
- Strategic plan

**BACKGROUND:**

Economic Development Staff will highlight the current state of the economy, market sectors, and economic strategic plan.

**PRESENTER:**

Randall Malik, Economic Development Director

---

**Attachments**

1. Economic Development Presentation



# State of the Economy & Market Trends

July 28, 2023

Randall Malik  
Economic Dev. Director

# Overview



## Market Conditions

*What We Are Seeing*



## Opportunities And Market Challenges

*What's Ahead*



## Strategic Plan And Target Sectors

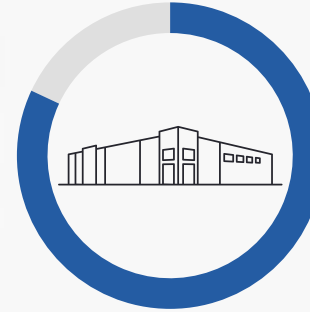
*Where We Are Going*

# Interest Levels



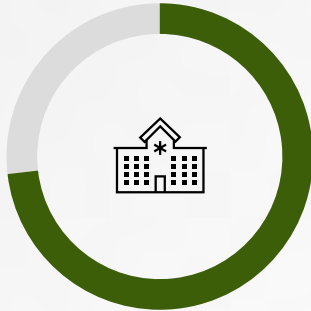
## Food & Beverage

*Include: Restaurants, Cafes, Breweries, Fast Food Chains, Etc.*



## Light Industrial

*Users Include: Small Manufacturing Startups, Tech And Innovation Companies, Research And Development Labs, Etc.*



## Medical Office

*Users Include: General Practitioner's, Specialist Clinics, Dental And Pediatrics, Etc.*



## General Retail

*Include: Department Stores, Home Improvement Stores, And Specialty Stores, Etc.*

# Retail – Food and Beverage Opportunities

## ***Under Construction***

- Bar W. Commercial
- Shops At Leander Ridge
- Shops At Hero Way
- Reagan Crossing
- Old Town
- Crystal Village

## ***Opportunities***

- Tenants Are Interested
- Development Under Construction

## ***Developments Announced***

- Southbrook Station
- Hero Way Crossing

## ***Challenges/Threats***

- Lack Of Spec Product On 183A



From: [REDACTED]  
Sent: Thursday, July 6, 2023 9:52 AM  
To: Randall Malik <rmalik@leandertx.gov>  
Subject: [REDACTED] | Leander

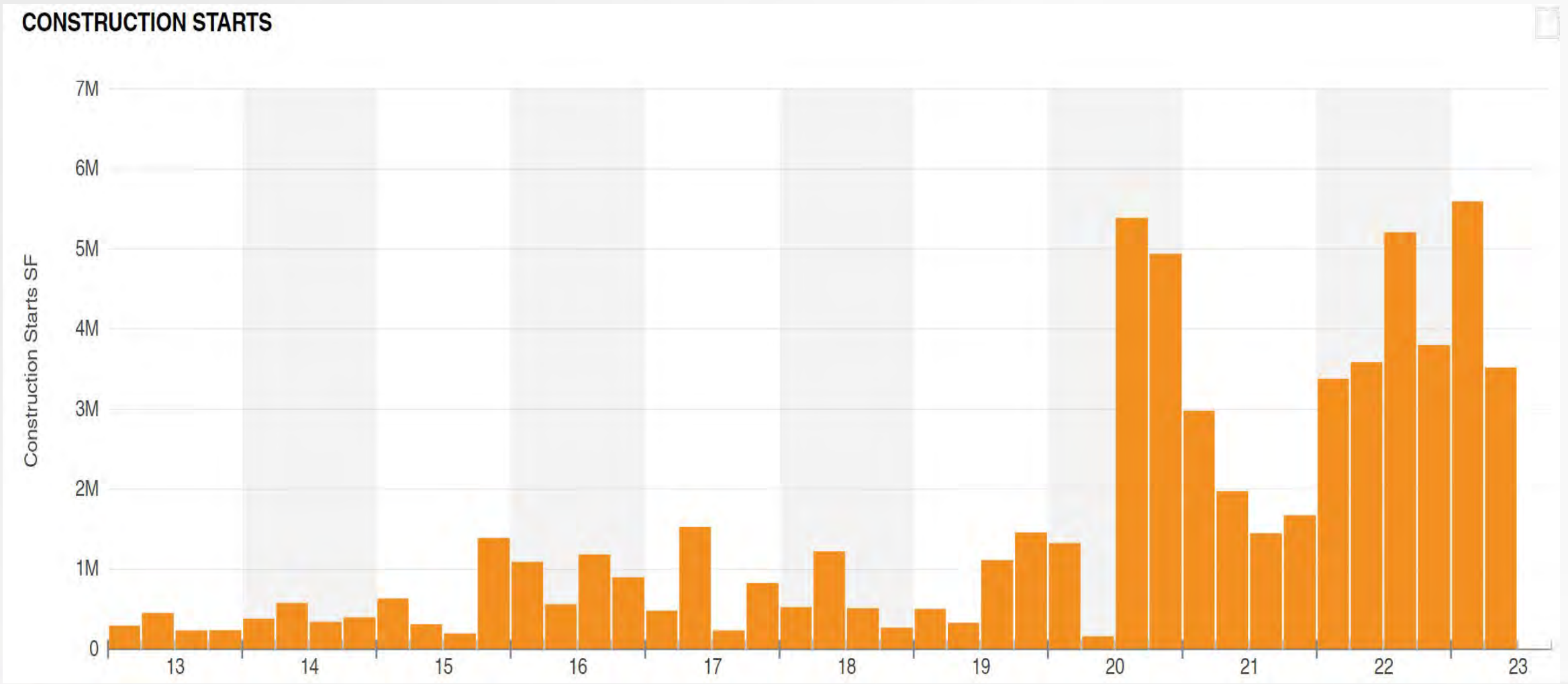
Caution: This is an external email. DO NOT access links or attachments unless you know the sender and contents are safe. When in doubt, please notify IT Department staff.

Hi Randall,

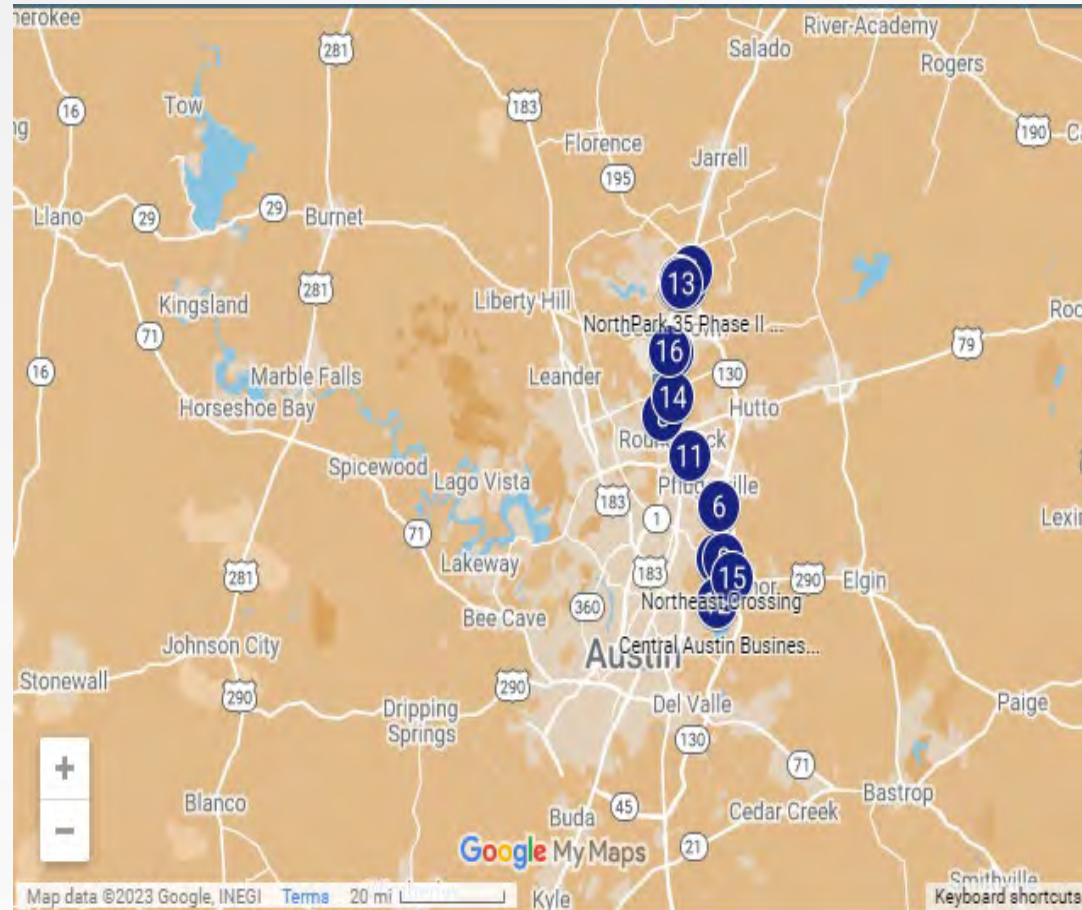
I am looking for new developments in Leander for a new [REDACTED] location. We are looking for 15-20k SF. If you know of anything that might be a good fit please let me know.

Best,

# Industrial – Construction Starts



# Industrial Developments Under Construction in the North Austin Area



Source: Aquilla Commercial

# Industrial Deliveries

| Project                                        | Est. Delivery | City       | Square Feet |
|------------------------------------------------|---------------|------------|-------------|
| Blue Springs Business Park                     | Q2            | Georgetown | 606,064     |
| Crosspoint – Phase 1                           | Q2            | Georgetown | 488,258     |
| Gateway 35 Commerce Center Phase II, Bldg. 2&3 | Q2            | Georgetown | 410,800     |
| Georgetown Logistics Park                      | Q2            | Georgetown | 619,740     |
| Northpark 35, Bldg. 5 & 6                      | Q2            | Georgetown | 732,771     |
| Round Rock 45                                  | Q3            | Round Rock | 367,887     |
| Settlers Grove                                 | Q3            | Round Rock | 631,100     |
| Sunrise Commerce Center                        | Q3            | Round Rock | 465,660     |
| Longhorn Junction                              | Q4            | Georgetown | 449,527     |



# Leander – Light Industrial



**HERO WAY**  
WEST  
LEANDER, TEXAS

DELIVERING Q3 2024

**227,200 SF**  
THREE CLASS A LIGHT INDUSTRIAL BUILDINGS

**202,700 SF**  
AVAILABLE FOR LEASE  
OFFICE/WAREHOUSE/SHOWROOM

**CONTACT INFORMATION**  
TRANSWESTERN

**Witt Westbrook**  
254.595.1407  
Witt.Westbrook@transwestern.com

**Carter Thurmond**  
210.255.0644  
Carter.Thurmond@transwestern.com

**Nash Frisbie**  
512.314.5204  
Nash.Frisbie@transwestern.com

DEVELOPED BY:  
**FREEHILL**  
DEVELOPMENT COMPANY

# Light Industrial/Flex

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## Opportunities

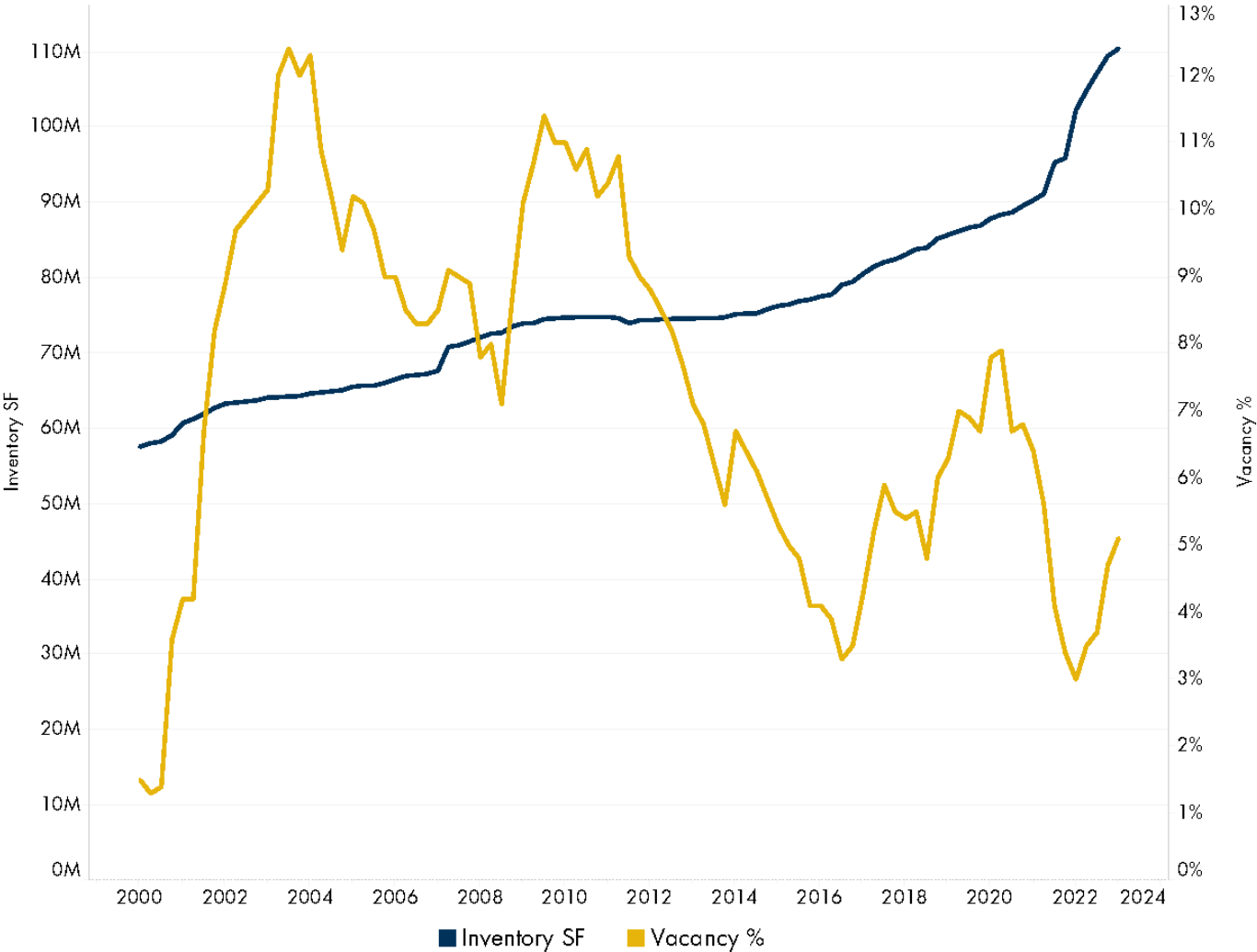
- Multiple Developers Looking At Space To Develop Spec Light Industrial Or Flex/ R&D Space

## Challenges/Threats

- Land Cost
- Number Of Proposed Projects In The Region



Austin Industrial Market Historical Size and Vacancy Rate

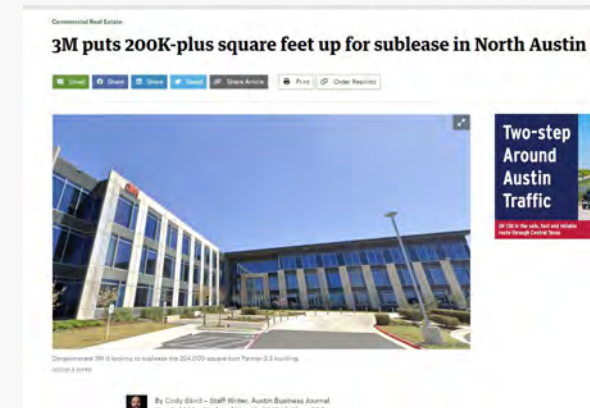




# Office (Regional)

## Challenges:

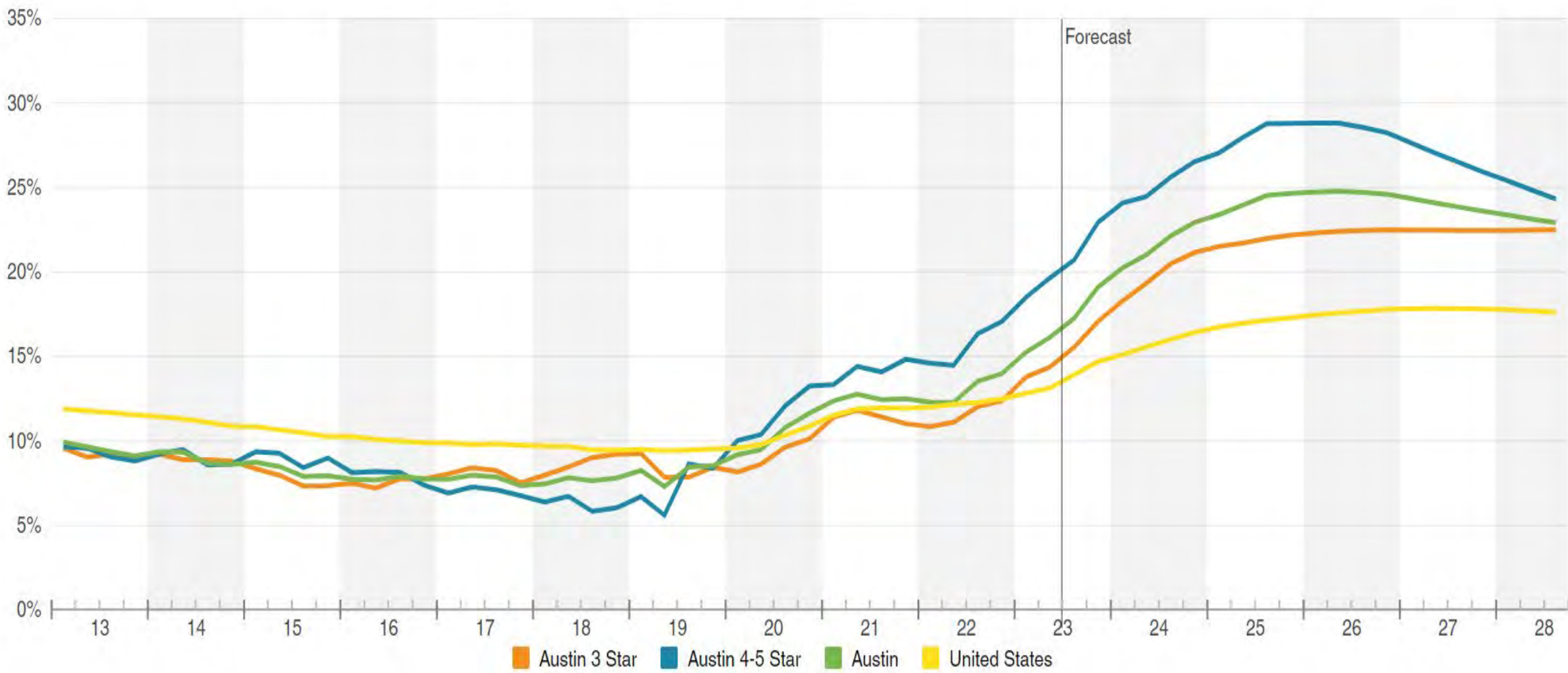
- Sublease Space In Austin Region Is At An All-time High Of **5.4m Sf**



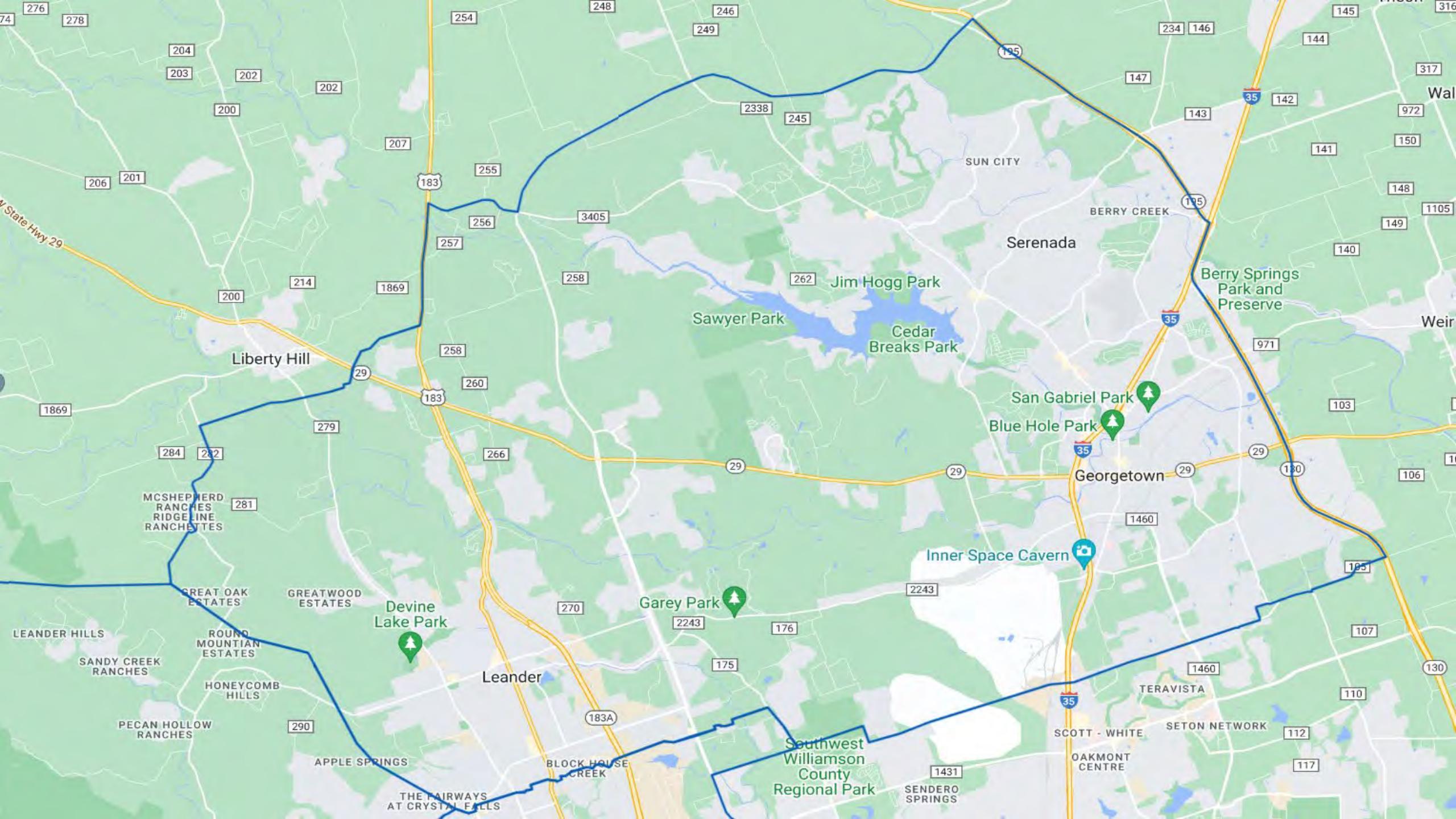
- In Addition To Reduced Demand, A Steady Supply Of New Office Is Expected To Complete In 2023, Cumulating In An Estimated **3.9 Million SF**, The Third-highest Total Since 2015.”



VACANCY RATE



Source: CoStar



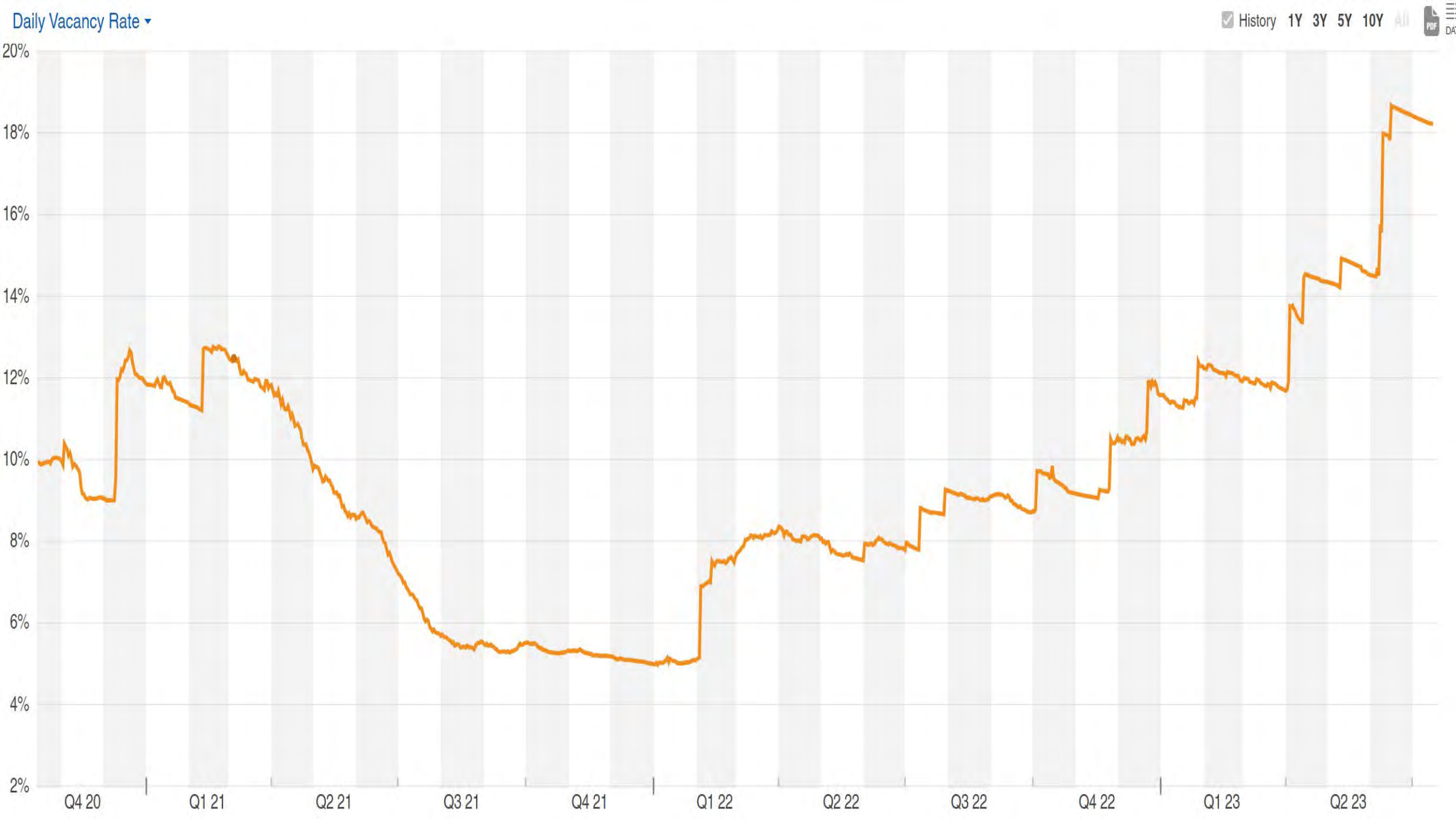


# Multi-Family

| Georgetown-Leander Multi-Family |                         |              |                           |
|---------------------------------|-------------------------|--------------|---------------------------|
| 12 Mo. Delivered Units          | 12 Mo. Absorption Units | Vacancy Rate | 12 Mo. Asking Rent Growth |
| 3,193                           | 1,879                   | 20.4%        | -3.7%                     |

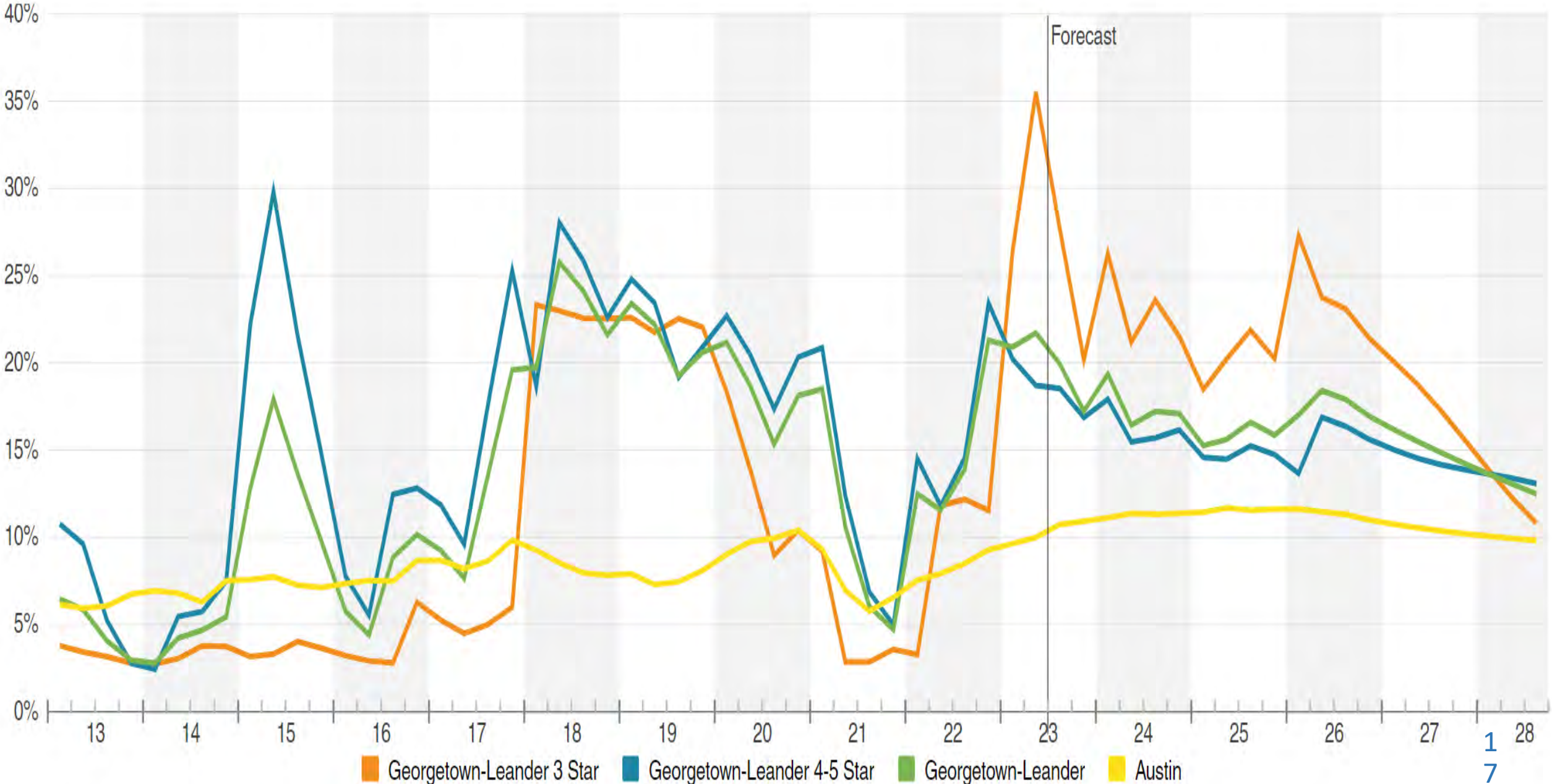
“Georgetown-leander's Population Has Seen Tremendous Growth, Attracting Residents For Its Affordability, Well-regarded School System, And Fast-growing Employment Prospects. But As A Wave On New Units Flood The Submarket In The Coming Year, Landlords Can Expect To See Overall Occupancies Underperform The Rest Of The Austin Market As The Influx Of New Product Takes Time To Lease Up.

Source: CoStar





VACANCY RATE



# Multi-Family – Under Construction

## Apartments:

1. Northline (343 Units)
2. Nu Edge (50 Units)
3. Parkside (320 Units)
4. Crystal Village (375 Units)
5. Blockhouse Farm (347 Units)
6. Maple Ranch (168 Units)
7. Emerson At Benbrook (352 Units)
8. Bryson Apartments (306 Units)
9. Glenwood Apartments (84 Units)

**Total: 2,345 Units**

## 2 Plex & 4 Plex:

1. Homestead Duplex (86 2-plex)
2. Blake's Bend Ph 2 (48 4-plex)
3. Bliss At Mason Hills (81 4-plex)

**Total: 215**

## Condos:

1. Deerbrook Cottages (17 Condos)
2. Enclave At Stewart Crossing (131 Condos)
3. Valley Vista East Ph 2 (155 Condos)
4. Cottages At Deerbrooke I (34 Condos)
5. Cottages At Deerbrooke II (17 Condos)

**Total: 354**

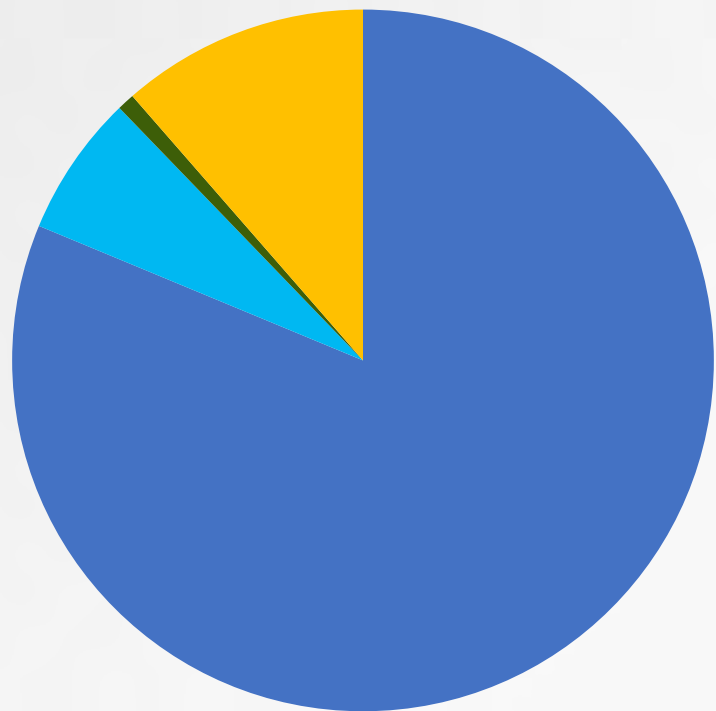
## Townhomes:

1. Retreat At Hero Way (83 Town Homes)
2. Municipal (34 Town Homes)
3. Arroyo Roble (125 Town Homes)
4. Maya Townhouses (32 Town Homes)
5. Monarch (193 Town Homes)

**Total: 467**

**Total Multifamily Under Construction: 3,381**

# Multi-Family – Under Review



Total Units Under Review 2,759

2,242

### Apartments

- Gateway 29
- LC Hero Way
- Leander Springs

180

### Townhouses

- Blockhouse
- Hero Way
- Horseshoe PUD

22

### Duplexes

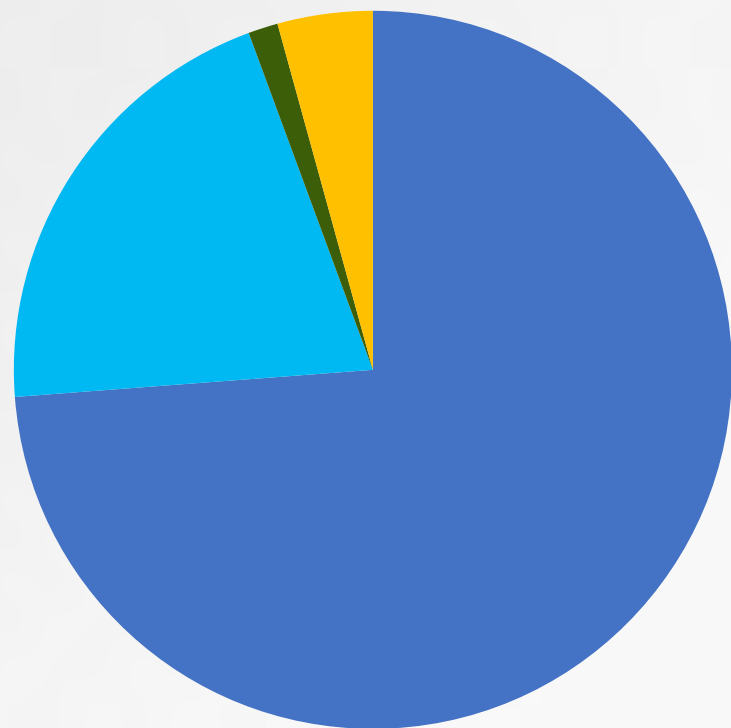
- Lion Drive

315

### Condos

- Castella Court
- Hazelwood Village
- Leander Collective Ph 2
  - Urbana
- Village Bonita

# Multi-Family – Planned



Total Units Planned 3,736

2,757

## Apartments

- Bar W Ranch West
- Leander Heights
  - Northline
  - Travisso

769

## Townhouses

- Bar W Ranch West
- Greenlight Village
- Hawkes Landing North
  - M Ranch
  - Sky Heights

50

## Duplexes

- Horseshoe PUD

160

## Condos

- Palmera Bluffs



# Multi-Family – Total (Under Construction, In Review, Planned)

| Type       | UNITS |
|------------|-------|
| Apartments | 7,344 |
| Townhouses | 1,416 |
| Condos     | 829   |
| Duplexes   | 287   |
| Total      | 9,876 |

# Where We're Going

## **Short-term**

- Focused On Announcing Business Parks/Spec Product For Light Industrial And Flex Office Space
- Food And Beverage (Crystal Village, Bar W Commercial Phase 1 And 2, Reagan Crossing, Southbrook Station, Etc.) – *Quarterly Announcements*
- Retail – Along 183A And Reagan
- Completion Of Hotel Feasibility Study
- Reach Out To Existing Employers And Businesses

# Leakage Report

| Category                      | Demand   | Supply   | Unmet Need |
|-------------------------------|----------|----------|------------|
| Building Material & Supplies  | \$78.02M | \$38.45M | \$39.57M   |
| Limited-Service Eating Places | \$60.17M | \$21.72M | \$38.45M   |
| Clothing Stores               | \$37.04M | \$3.25M  | \$33.79M   |
| Full-Service Restaurants      | \$44.79M | \$17.80M | \$26.99M   |
| Department Stores             | \$25.05M | \$0.88M  | \$24.16M   |
| Special Food Services         | \$10.02M | \$2.04M  | \$7.99M    |

# FY 24 Objectives

- Continue Coordination With Multiple Commercial Properties Under Development To Recruit High Quality Retail And Restaurant Businesses To The Community.
- Make Targeted Infrastructure Improvements That Will Help To Better Position Commercial Properties For Commercial Development.
- Secure Commitments To Develop A 110-acre Business Park In Leander.
- Facilitate Zoning/Development For Flex R&D/Retail Development Along Hwy 29 And Kauffman Loop.
- Collaborate With The Capital Metro Transportation Authority To Utilize Funding Through The Build Central Texas Program And Other Sources To Improve Transportation Infrastructure And Facilitate New Economic Development Opportunities.



# Departmental Goals

- **Economic Attraction:** Foster A Diverse And Resilient Economy By Attracting Businesses From Target Industries.
- **Job Creation And Retention:** Our Focus Is To Facilitate The Creation Of High-quality Job Opportunities While Promoting The Retention And Expansion Of Existing Businesses.
- **Marketing And Promotion:** Develop And Implement Effective Marketing Strategies To Raise Awareness About Economic Opportunities In Leander. The Goal Of The Marketing And Promotion Campaign Is To Attract New Businesses And Showcase The Community's Unique Advantages.
- **Measurement And Accountability:** We Will Implement Robust Monitoring And Evaluation Mechanisms To Track Progress And Measure The Impact Of Our Economic Development Initiatives.

# Key Performance Indicators

| Key Performance Indicators (KPIs)                             | FY 2023 (Projected) | FY 2024 Goal |
|---------------------------------------------------------------|---------------------|--------------|
| Leads Received                                                | 105                 | 110          |
| Proposals Submitted                                           | 35                  | 35           |
| Recruitment Trips                                             | 5                   | 8            |
| Business Retention Visits                                     | 13                  | 20           |
| Site Visits                                                   | 16                  | 20           |
| Announcements                                                 | 3                   | 5            |
| Jobs Announced                                                | 71                  | 150          |
| Announced Capital Investment Added to tax rolls (in millions) | 31.8                | 50           |

# Target Sectors



# Activities Undertaken

- Regular visits with Developers and Brokers
- Quarterly Roundtables with the Leander Chamber on various industries
- Website Improvements – Increasing Social Media Presence





**EXECUTIVE SUMMARY**  
**07/28/2023**

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**AGENDA SUBJECT:**

Future Land Use Map

- Uses supported in centers and corridors

**BACKGROUND:**

The current Comprehensive Plan was updated April 1, 2021. Since that time we have updated the Future Land Use Map four times as described below.

1. 10/12/2021 – Updated the Activity Center located to the east of Hero Way and Ronald W Reagan Blvd to support large lot residential.
2. 03/03/2022 – City initiated an amendment to add more Employment Center. This amendment also updated the center referenced in the 10/12/2021 amendment to allow for large lot residential when the property is subject to Edwards Recharge Zone Requirements.
3. 04/07/2022 – Updated the Activity Center located to the southwest of the intersection to allow additional residential zoning.
4. 05/19/2022 – Updated the Multi-Use Corridor along Bagdad Road to allow residential zoning.

During pre-development meetings we discuss future developments and proposed zoning districts. Staff is seeking guidance on uses that City Council supports throughout the City.

**APPLICANT/AGENT:**

City of Leander

**PRESENTER:**

Robin M. Griffin, AICP, Executive Director of Development Services

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**Attachments**

1. Future Land Use Categories
2. Center Analysis



## RURAL

### Intent and Character

The Rural future land use category is intended for land areas that are and will continue to include a more rural, Hill Country character throughout the plan horizon. These areas are categorized by the presence of generally private open spaces, large setbacks, heavy tree cover, topographical undulations and generally low intensity uses. This land use category is found on the western edge of Leander’s planning area and has portions located in the ETJ, current City limits, and land under non-annexation agreements.

Typically residential and agricultural in nature, this area may also be appropriate for vineyards, wedding venues, bed and breakfasts and other Hill Country destination uses on larger properties. For the most part, the City will not plan to pay installation costs for long-term suburban or urban utilities (wastewater) in this area, but could consider arrangements with developers to cover that cost, etc.

To preserve this Hill Country character, development standards should be tailored to larger lots with on-site utilities, low impervious cover, and streets with rural cross-sections (e.g., bar ditches, no sidewalks or curbs).

### Appropriate Land Use Types

| Use           | Appropriate Uses                                                                                                                                                                                                                                                        |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agricultural  | Traditional ranching uses (e.g., ranching, orchards or gardening; greenhouses and nurseries; etc.)                                                                                                                                                                      |
| Residential   | Large lots, estate subdivisions, homesteads on ranches.                                                                                                                                                                                                                 |
| Commercial    | Agricultural uses, limited agricultural commercial uses, home-based businesses, tourism-based destinations.                                                                                                                                                             |
| Industrial    | Not appropriate                                                                                                                                                                                                                                                         |
| Institutional | Education (e.g., public/private schools, higher-learning); institutional uses (e.g., churches, places of public assembly); public recreational uses (e.g., parks and open space areas); and utility and service use (e.g., electrical substations, fire stations, etc.) |
| Other         | Appropriate additional uses could be acceptable as limited or conditional (e.g., recreational vehicle parks) if they are designed and constructed with a rural site character.                                                                                          |





**Large Lot Residential**



**Rural street**



**Ranchland**

## Guidance and Interpretation

The following recommendations should be considered for decision-making for zoning requests, development approvals, and regulatory adjustments:

- The Rural land use category is indicative of an area of the community where less intense uses are desired and suburban utilities should generally not fall in the City's wastewater master plans. Special circumstances may be considered.
- Proposed commercial uses should be evaluated to ensure a supporting use of the primary agriculture intent of this category.
- Proposed commercial, civic, and additional non-residential uses should be designed with a rural site design character provided for in the development codes.

## Existing Zoning District Suitability

- Single-Family Rural (SFR)
- Single-Family Estate (SFE)
- Planned Unit Development (PUD)

## Code Assessment Considerations

- *Review lot standards in the ETJ and the SFR district*
- *Rural site design requirements with Hill Country character*
- *Rural street and rural stormwater design*
- *Consideration of private streets, standards and maintenance*
- *Ensure fire flow (water) requirement consistency*
- *Native tree preservation and canopy retention*
- *Consider impervious cover and lot coverage percentages*
- *Driveways and access frequency on collector streets*





## NEIGHBORHOOD RESIDENTIAL

### Intent and Character

The Neighborhood Residential future land use category is intended to be developed primarily as new single-family detached residential subdivisions with associated amenities, such as parks, trails, open space areas, and elementary schools. These areas are intended to have a mix of suburban and auto-oriented development character which are primarily found in the form of detached residential lots.

Architectural styles, building height and massing are relatively uniform in this type of land use. Most streets are considered to be local and low-volume with curb and gutter, sidewalks, consistent speeds and highly accessible driveways. Strategically located parks are essential and in some cases a school or other institutional use are integrated or in close proximity.

### Appropriate Land Use Types

| Use           | Appropriate Uses                                                                                                                                                                                                                                                                                                                                                                        |
|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agricultural  | Not appropriate                                                                                                                                                                                                                                                                                                                                                                         |
| Residential   | Single-family detached residential; Single-family attached uses; Cottages; Townhouses (up to four units).                                                                                                                                                                                                                                                                               |
| Commercial    | In Planned Unit Developments, neighborhood-serving retail, personal service, and office uses may be considered if they include strict design standards and compatibility criteria. These uses should typically be found along higher-classification streets and sited at or near intersections.                                                                                         |
| Industrial    | Not appropriate                                                                                                                                                                                                                                                                                                                                                                         |
| Institutional | Education (e.g., elementary and secondary schools); institutional uses (e.g., places of public assembly); public recreational uses (e.g., parks and playgrounds; play stadiums); and utility and service uses (e.g., electrical substations, fire stations, etc.). High schools may be permitted if they are located and take access from a collector or greater street classification. |
| Other         | Other uses could be permitted as limited or conditional basis.                                                                                                                                                                                                                                                                                                                          |





## Guidance and Interpretation

The following recommendations should be considered for decision-making for zoning requests, development approvals, and regulatory adjustments:

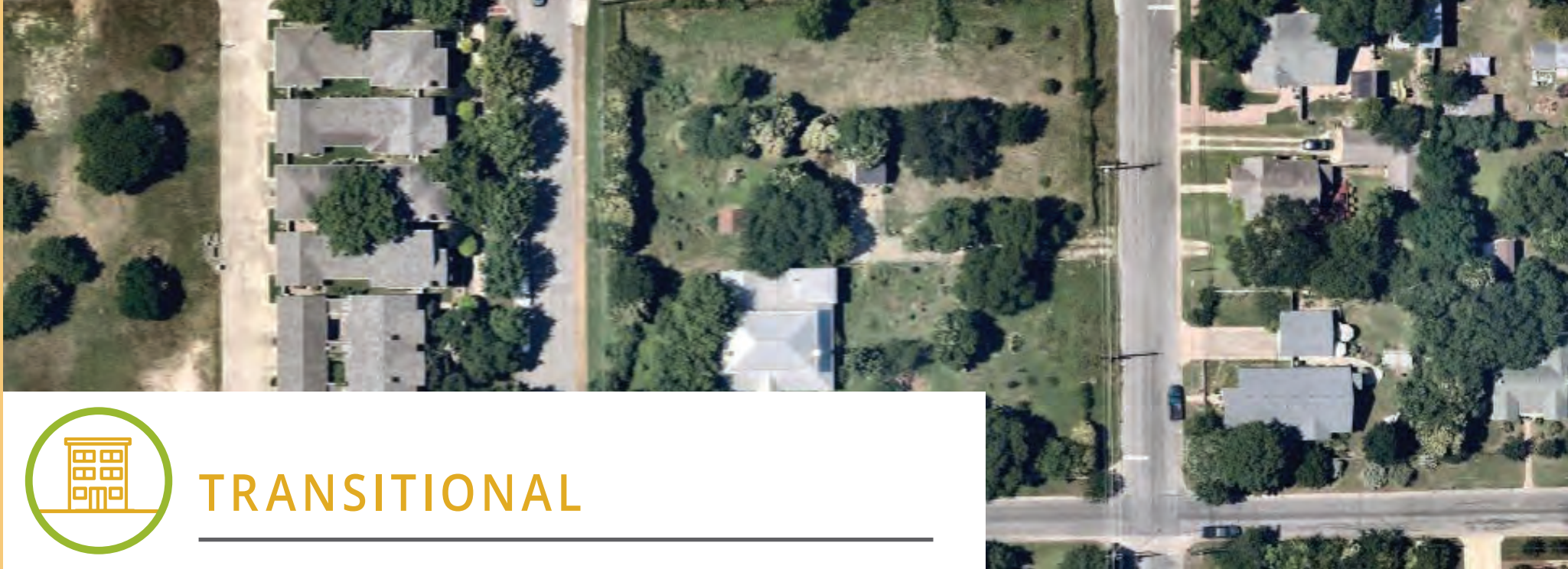
- Zoning proposals for districts allowing single-family attached uses, cottages, and townhouses are consistent with the land use category if they are located on and take access from a collector or greater road classification and are considered for areas that provide for a transition between single-family detached residential uses and other more intensive uses (e.g., more intensive zoning districts and future development areas). Attached single-family should be secondary to detached product types.

## Existing Zoning District Suitability

- Single-Family Rural (SFR)
- Single-Family Estate (SFE)
- Single-Family Suburban (SFS)
- Single-Family Urban (SFU)
- Single-Family Compact (SFC)
- Planned Unit Development (PUD)
- Single-Family Limited (SFL)
- Single-Family Townhouse (SFT)
- Two-Family (TF)
- Cottage Housing (CH)
- Neighborhood Residential (NR)

## Code Assessment Considerations

- *Areas of differing compatibility should be screened by bufferyards*
- *Streets should maintain a suburban cross-section*
- *Consider a new zoning district that would allow for flexible lot sizes within a master planned community without doing a PUD*
- *Connectivity, both vehicular and pedestrian, to other neighborhoods, trail systems, greenways and major street system*
- *Landscaping should be drought tolerant and proposed turf grass areas should be reduced for common areas.*



## TRANSITIONAL

### Intent and Character

The Transitional future land use category is envisioned for areas that are ripe for or already beginning to transition towards greater density, or provide a more compatible transition to lower-density residential. These areas are intended to be primarily developed with slightly greater density and housing types than those allowed in Neighborhood Residential.

Density and use character are semi-urban, with townhouses, small lot single-family, cottages, local office, local commercial and attached single-family products. In some cases, transitioning densities are similar to Neighborhood Residential yet are seen as a definitive change in density and character from prior use and intensity. In general, these areas, while in differing contexts, provide a transition between lower density Neighborhood Residential and more intensive nonresidential uses.

The Transitional areas in Leander are notable for today's rural streets and lack of proximity to commercial centers. Infrastructure improvements, traffic dispersion, pedestrian upgrades, and adjacency compatibility should be at the forefront of rezoning considerations.

### Appropriate Land Use Types

| Use           | Appropriate Uses                                                                                                                                                                                                                          |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agricultural  | Not appropriate                                                                                                                                                                                                                           |
| Residential   | Single-family detached residential and single-family attached uses; townhomes, cottages, condominiums, twins, duplexes.                                                                                                                   |
| Commercial    | Neighborhood-serving office and commercial.                                                                                                                                                                                               |
| Industrial    | Not appropriate                                                                                                                                                                                                                           |
| Institutional | Places of public assembly (e.g., churches); education (e.g., elementary and secondary schools); public recreational uses (e.g., parks and playgrounds); and utility and service uses (e.g., electrical substations, fire stations, etc.). |
| Other         | Other uses could be permitted as limited or conditional basis.                                                                                                                                                                            |





**Townhouses with Garages**



**Alley-Loaded Townhouses**



**Alley-Loaded Houses on Small Lots**

## Guidance and Interpretation

The following recommendations should be considered for decision-making for zoning requests, development approvals, and regulatory adjustments:

- New single-family detached and attached uses (i.e., townhomes, twins as well as duplexes, triplexes, and fourplexes) are permitted if they keep the current urban character of the area. Detached cottage housing and single-family rental on one lot are other uses that may be considered. Local commercial and office may be considered where compatibility is desired.
- Utility adequacy is critical, as transitional areas may have sub-standard utility infrastructure. Streets are a primary focus due to the changing patterns. Developments in this land use category are required to build to an urban standard and upgrade infrastructure to serve the proposed project, not build to existing standards in the area.
- The main priority for street enhancements is on the pedestrian and preserving the quality of the current street character. All new development requires sidewalks (either new or replacement, if desired) and the planting of street trees between the edge of pavement and the sidewalk.

## Existing Zoning District Suitability

- Neighborhood Residential (NR)
- Single-Family Townhouse (SFT)
- Single-Family Urban (SFU)
- Cottage House (CH)
- Planned Unit Development (PUD)
- Two-Family (TF)
- Local Office (LO)
- Local Commercial (LC)

## Code Assessment Considerations

- *Compatibility with directly adjacent single-family should be considered through height compatibility, low-level lighting, pitched roofs, bufferyards*
- *Transportation adequacy, impact fees, traffic impact analysis pro-rata contributions*
- *Retain streetside areas of green setbacks or porches, trees, and sidewalks for townhouses and more intense uses. Additional density should be balanced by an attractive streetscape, which may include alleys or narrower driveway approaches*





## NEIGHBORHOOD CENTER

### Intent and Character

The Neighborhood Center future land use category is intended for areas that will be developed mostly as nonresidential uses that are of an appropriate use, scale, and design that is compatible with abutting or adjacent residential uses. Site design should be neighborhood-focused, prioritizing walkability, screening, light shielding, street landscaping, compatible height, etc.

Typical uses include personal services, day care centers, small offices, fitness centers, restaurants, and retail plazas. Upper-story residential is recommended to create density to support retail, yet height limited for compatibility and scale. At the intersection of arterials and highways, more substantial retail centers and regional uses are appropriate. These locations may include hotels, vertical mixed-use, grocery stores.

Neighborhood Centers are daily activity nodes that see high traffic and turning movements, elevating access as a critical site consideration. Street relationship to the site should be safe, pedestrian-friendly, and supportive of the use type with adequate driveways.

### Appropriate Land Use Types

| Use           | Appropriate Uses                                                                                                                                                                        |
|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agricultural  | Not appropriate                                                                                                                                                                         |
| Residential   | Secondary uses within Neighborhood Centers should be medium density attached residential (townhouses), and upper-story residential use with living units at no more than three stories. |
| Commercial    | Neighborhood-serving retail, personal service, office, and restaurant uses. At highway intersections, hotels, grocery stores and similar regional uses are appropriate.                 |
| Industrial    | Not appropriate                                                                                                                                                                         |
| Institutional | Places of public assembly (e.g., churches); public recreational uses (e.g., parks and playgrounds); and utility and service uses (e.g., electrical substations, fire stations, etc.).   |
| Other         | Other uses could be permitted as limited or conditional basis.                                                                                                                          |

**Desired Mix**  
(Land distribution)

**70-100% Non-Residential**  
**0-30% Residential**





**Retail Center**



**Mixed-Use Building**

## Code Assessment Considerations

- Ensuring appropriate scale and context
- Incentivize sustainable architectural design and adaptive-use spaces
- Walkability and gathering places
- Ensuring good access around intersections
- Flexible parking requirements
- Transitions and buffering

## Priority Commercial Centers

- Along 183A Toll
- Along US 183
- Along Ronald Reagan
- Along Bagdad Road

Priority Commercial Centers should be focused on commercial uses, not residential, and facilitate more activated non-residential development

## Guidance and Interpretation

The following recommendations should be considered for decision-making for zoning requests, development approvals, and regulatory adjustments:

- New Neighborhood Center development should be compatible from a use and design standpoint with existing residential directly adjacent to the property. This should not discourage approval of zoning districts supported by this land use category, but compatibility should be prioritized to ease the transition for legacy residences in these areas.
- New Neighborhood Center areas should be subject to scale based on location, access to the functional street classification, and adjacent development. For example, a center located at 183A with no adjacent residential and access to a frontage road and/or arterial street is a candidate for General Commercial; conversely, a center located at a collector intersection with established residential in close proximity would be more appropriately designated Local Commercial.
- Land within the inner core of the illustrative center should be reserved for office/retail/commercial. Upper-story vertical mixed-use is appropriate, as long as non-residential employment and service uses are required on the street floor.
- Land within the outer core of the illustrative center is intended to be more flexible, including consideration of retail/employment uses, medium density residential, and public assembly/institutions. At major street locations, with proper site design, the entire center is encouraged for employment and retail uses.

## Existing Zoning District Suitability

- Single-Family Townhouse (SFT)
- Two-Family (TF)
- Local Office (LO)
- Local Commercial (LC)
- General Commercial (GC) only in Priority Commercial Centers
- Planned Unit Development (PUD)





## MULTI-USE CORRIDOR

### Intent and Character

The Multi-Use Corridor future land use category is intended for mixed-use areas to be developed at a higher density/intensity and with uses not primarily supported in Neighborhood Residential. These areas are intended to provide for a mix of both commercial and residential uses that are not integrated into neighborhoods but maintain a seamless, compatible transition between residential and commercial uses.

Multi-Use Corridors are not intended for strip commercial nor are they expected to be predominantly commercial. These corridors have been identified as opportunity areas for businesses and daily services, high-intensity residential such as townhouses, civic and employment uses, but also traditional single-family neighborhoods where streets access these corridors.

These areas are intended to be developed with an auto-oriented character, which means vehicles and parking areas are a primary visual characteristic from the street. Access management is recommended to maintain safe traffic movement along these streets. Appropriate bufferyards are required to ensure compatibility with adjacent Neighborhood Residential.

### Appropriate Land Use Types

| Use           | Appropriate Uses                                                                                                                                                                                                                                                                                                                                                                                      |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agricultural  | Not appropriate                                                                                                                                                                                                                                                                                                                                                                                       |
| Residential   | Should be secondary to commercial but typically will be medium-density attached residential (attached single-family, cottage housing, townhouses). Single-family may be considered but is not encouraged. Single-family may be best facilitated in a PUD or master planned community with a variety of uses and residential densities. No access to the major street is allowed for individual units. |
| Commercial    | Commercial retail, office, personal service uses, and restaurants, including drive-throughs. These could be stand-alone individual parcels if they are pre-existing or as part of a larger retail center. Near highway intersections and adjacent to Employment Mixed Use/Activity Centers, hotels, grocery stores and similar regional uses may also be appropriate.                                 |
| Industrial    | Not appropriate                                                                                                                                                                                                                                                                                                                                                                                       |
| Institutional | Education (e.g., elementary, secondary, and high schools); institutional uses (e.g., places of public assembly); public recreational uses (e.g., parks and playgrounds; play stadiums); and utility and service uses (e.g., electrical substations, fire stations, etc.).                                                                                                                             |
| Other         | Other uses could be permitted as limited or conditional basis.                                                                                                                                                                                                                                                                                                                                        |



**Mixed Use Building with Outdoor Seating**



**Townhouses with Garages**

### Code Assessment Considerations

- *Ensuring appropriate scale and context*
- *Reduce barriers to employment-generating uses and development*
- *Incentivize sustainable architectural design and adaptive-use spaces*
- *Walkability and gathering places*
- *Ensuring good access around intersections*
- *Flexible parking requirements*
- *Transitions and buffering*

### Priority Commercial Corridors

- **Along 183A Toll**
- **Along US 183**
- **Along Ronald Reagan**
- **Along Hero Way**

Priority Commercial Centers should be focused on commercial uses, not residential, and facilitate more activated non-residential development

### Guidance and Interpretation

The following recommendations should be considered for decision-making for zoning requests, development approvals, and regulatory adjustments:

- New non-residential development should be located on and take primary access from the primary corridor street; secondary access can be taken to within the neighborhood if planned at the time of residential zoning only a collector or greater classification. Pedestrian access to non-residential should be encouraged from the neighborhood. Parking lot landscaping should be used to buffer auto uses and create a suburban character.
- Individual pad lots should be discouraged to avoid strip zoning with multiple access points. Therefore, access management policies should be put into place along corridors based on speed and desired character.
- On arterials and highways, office employment and office center uses should be encouraged to entice businesses, especially in planned developments with a mix of amenities and activity. Upper-story residential and mixed-use is encouraged near and within job centers.
- Areas located near an activity center could be comprised of more intense/dense uses. These areas are suitable for neighborhood shopping centers and higher intensity/density mixed-use developments.
- Single-family attached uses (i.e., duplexes, triplexes, fourplexes, and townhouses (up to six attached units)) as well as single-family detached can be considered for approval as long as the use is secondary to commercial. The residential use may not exceed forty (40%) of the project or area within the MUC area and shall be combined with a commercial use.

### Existing Zoning District Suitability

- Single-Family Townhouse (SFT)
- Cottage Housing (CH)
- Two-Family (TF)
- Planned Unit Development (PUD)
- Local Commercial (LC)
- General Commercial (GC) only on Priority Commercial Corridors
- Local Office (LO)





## ACTIVITY CENTER

### Intent and Character

Activity Center areas are the major strategic commercial centers within the community. They are intended to provide opportunity for diverse retail, employment and mixed-use destinations at critical intersections to create dense, value-intense development. These centers are regional in nature and serve a population beyond Leander, and are found on major highways and arterials. Managing access and traffic in these high-volume areas will require planning and coordination.

In a changing retail environment, Activity Centers are designed to become community destinations with activities, amenities, shopping, restaurants and places to gather, live and work. These mixed-use centers complement neighborhood centers and the urban development around Leander Station. Individually, these centers are expected to have a differing balance of land use, design, and atmosphere based on their location and context. High-density apartments and lofts are appropriate if designed and connected to the larger mixed-use center.

The Activity Center land use is intended to be implemented using a strategically planned framework, typically a PUD. When multiple landowners exist without a unified development scheme, proposed projects should plan for future integration to balance the activity center area as much as possible.

### Appropriate Land Use Types

| Use           | Appropriate Uses                                                                                                                                                                                                                                                                                                                                                       |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agricultural  | Not appropriate                                                                                                                                                                                                                                                                                                                                                        |
| Residential   | In a mixed use development, vertically-integrated mixed use buildings secondary to a non-residential primary use, such as mixed-use urban lofts. Lofts should be integrated into broader development plans, with amenities and walkable connections. Design of the high-density should be in urban and not suburban form. Townhouse-style mid-density is also allowed. |
| Commercial    | Commercial retail, professional offices, personal services, restaurants, grocery stores, big box retail, entertainment, fuel sales, hotels, and similar regional uses.                                                                                                                                                                                                 |
| Industrial    | Not appropriate                                                                                                                                                                                                                                                                                                                                                        |
| Institutional | Public recreational uses (e.g., urban plazas and greens); and utility and service uses (e.g., electrical substations, fire stations, etc.).                                                                                                                                                                                                                            |
| Other         | Other uses could be permitted as limited or conditional basis, assuming an integration with the design character proposed for the Activity Center.                                                                                                                                                                                                                     |

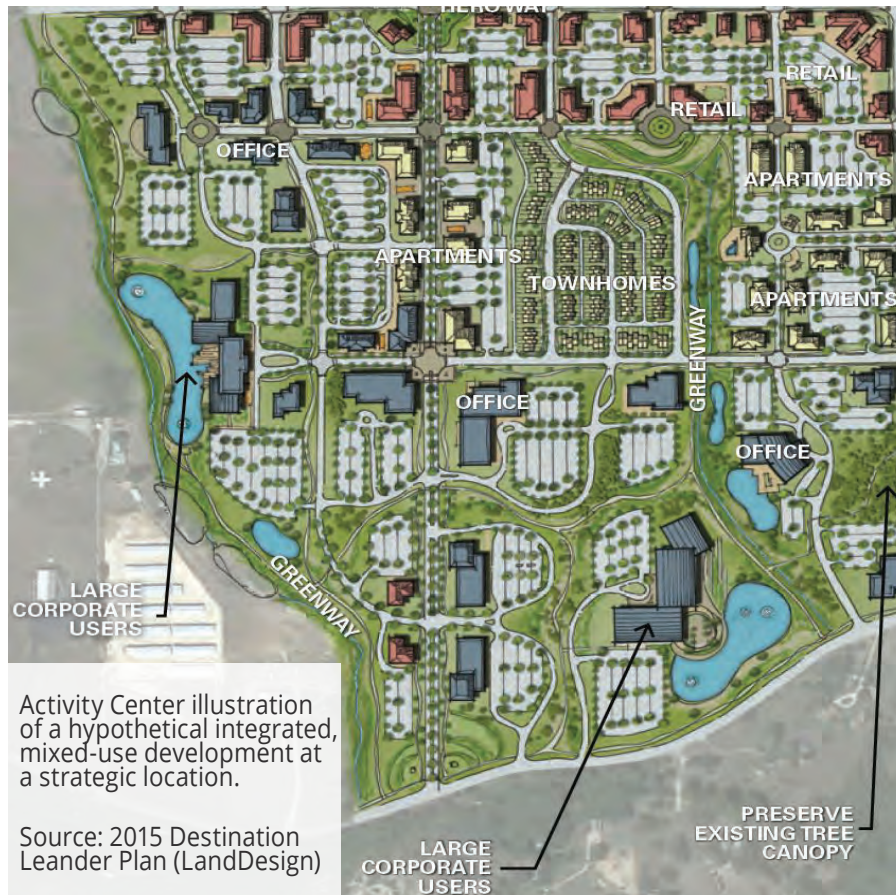
### Desired Mix

(Land distribution)

**70-100% Non-Residential**

**0-30% Residential**





### Code Assessment Considerations

- Consider Activity Center zoning guidance for development that is likely to be memorialized as a PUD
- Consider creation of a mid-density multifamily district
- Consider including development incentives to signal priorities
- Study regional detention options in partnership with developers
- Access management and turning movement lanes for entry points
- Increase height requirements
- Reduce tree and landscaping requirements, but ensure quality streetscapes
- Reduce parking ratios and incentivized shared parking

### Guidance and Interpretation

The following recommendations should be considered for decision-making for zoning requests, development approvals, and regulatory adjustments:

- The size of the activity center is intended to be flexible if the proposed development still embodies the intent and character of the activity center classification.
- Development quality (architecture and landscaping) should be of higher quality.
- Although not required, regional detention should be encouraged to serve all parcels in an activity center. This allows for more intensity of use across the rest of the activity center.
- Internal vehicular and pedestrian interconnectivity among uses and parcels is required along with connection to adjacent development.
- Major entrance drives to the activity center should be designed with center planted medians.
- Site development configuration and circulation should account transit stops and accommodations.
- On-site parking should be first accommodated through decreased minimum parking requirements, followed by on-street parking, shared parking, and structured parking placed away from main pedestrian pathways. Individual surface lots for each parcel should not be required.
- Outparcels placed along arterial and collector roads should be developed and connected to serve the internal roads of the activity center.
- Building height and mass should be designed to maximize compatibility with adjacent uses, where the highest intensity is placed at the center of the activity center.
- The make-up of the center that includes the intersection of Ronald W Reagan Blvd and Hero Way may include up to 30% residential. Properties proposed for the SFR (Single-Family Rural) use component and located within the Edward's Aquifer Recharge Zone shall not count against the percentage.

### Existing Zoning District Suitability

- Single-family Townhouse (SFT)
- Local Office (LO)
- Local Commercial (LC)
- General Commercial (GC)
- Planned Unit Development (PUD)





## EMPLOYMENT CENTER



### Intent and Character

The Employment Center future land use category is for primary jobs and business in strategic locations. These areas are intended for regional-serving employment in planned campus-like environments for office, research, medical, manufacturing, light industrial, warehouse, and heavy commercial uses. To remain competitive in today's corporate marketplace, contemporary workforce-supporting elements such as amenities, retail and high-density residential are also encouraged in an integrated development pattern.

The Employment Center area is focused on meeting the plan goals of an attractive, high-quality business environment for investors to bring to Leander and grow/diversify the tax base. It complements other nearby regional mixed-use areas, but provides opportunities for larger-footprint, single-tenant buildings that can accommodate numerous employees. These areas may be developed with an auto-oriented, traditional character, or in a mixed-use urban design. In a planned environment, upper-story vertical mixed-residential is encouraged along with limited, integrated high-density residential-only buildings. Such scenarios should be tightly regulated to ensure the proper mix.

### Appropriate Land Use Types

| Use           | Appropriate Uses                                                                                                                                                                                                                                                                                                                |
|---------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agricultural  | Not appropriate                                                                                                                                                                                                                                                                                                                 |
| Residential   | High-density residential may be allowed on a limited or conditional basis, only allowed as part of a mixed use development in vertically-integrated mixed use buildings, secondary to an employment use(s) in a project. Design of the high-density should be in urban and not suburban form. Single-family is not appropriate. |
| Commercial    | Commercial retail, office, personal service, and restaurant uses, including drive-throughs. Retail uses are more appropriate for those types of uses which support the employment center but could be considered otherwise based on location and individual circumstances (e.g., at major intersections).                       |
| Industrial    | Flexible office/warehouse, logistics and distribution centers, data centers, corporate offices and/or campuses, and light manufacturing.                                                                                                                                                                                        |
| Institutional | Utility and service uses (e.g., electrical substations, fire stations, etc.).                                                                                                                                                                                                                                                   |
| Other         | Other uses could be permitted as limited or conditional basis, assuming integration with the design character for the Employment Center area.                                                                                                                                                                                   |

**Desired Mix**

(Land distribution)

**80-100 Non-Residential**

**0-20% Residential**





Professional Office and Retail Strip



Office



Vertical Mixed-Use with Ground Floor Office/Retail

## Guidance and Interpretation

The following recommendations should be considered for decision-making for zoning requests, development approvals, and regulatory adjustments:

- New non-residential development should be located on and take access from a collector or greater road classification, or an internal road network designed as part of a larger center.
- Areas within this category should adhere to the recommended mix of non-residential and residential, measured by land distribution. This should be interpreted as a broad area distribution and not a project-by-project required mix. Decisions should be made considering broader community goals and market indicators at the time of proposal.
- Landscaping and aesthetic enhancements should be focused along the perimeter, particularly on major streets and highways, to maintain an attractive gateway feeling.
- Heavy commercial and manufacturing uses should not be zoned adjacent to residential-planned or zoned areas. Such commercial users should take access from internal streets, where practical, and separated with transitional zoning districts and substantial buffering from residential.

## Existing Zoning Suitability

- Local Office (LO)
- Local Commercial (LC)
- Planned Unit Development (PUD)
- General Commercial (GC)
- Heavy Commercial (HC)

## Code Assessment Considerations

- Create a "Corporate Campus" zoning district to distinguish the desired office complex in this setting—including amenities and limited residential—from the Local Office district.
- Parking lot and bufferyard landscaping should be used to soften auto-oriented uses and create a suburban character.
- Trucking and loading may be likely, as well as noise and lighting, so appropriate screening and distance are required to ensure compatibility with abutting less intense/dense development areas.
- Review height, setback, and lot coverage restrictions to ensure regulations are not too restrictive that they discourage development.





## INDUSTRIAL

### Intent and Character

The Industrial future land use category is intended for land areas that will be developed to support light or heavy industrial and/or manufacturing uses that are designed for intense, potentially nuisance-creating uses in an appropriate location.

The industrial area along US 183 provides the City with opportunities for local employment and economic development for large and small business to connect into the local supply chain. This area includes legacy industrial uses, opportunity sites for new industrial development, and a mix of building size/site arrangements to accommodate a variety of businesses. The area has dedicated internal circulation, proximity to retail and restaurants, and quick access to major streets and highways.

While accommodating trucking is critical for operations, enhanced bicycle, pedestrian, and transit connectivity is important to provide connectivity to Leander Station. New industrial development should provide setbacks and buffers to adjacent residential, and landscaping/screening from US 183 and other public streets. Conversely, adjacent redevelopment along Horizon Park Road, which is transitioning into higher densities, should acknowledge the existing industrial park with setbacks and buffer areas to protect the value of each property.

### Appropriate Land Use Types

| Use           | Appropriate Uses                                                                                                                                                                                                                                                                              |
|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agricultural  | Not appropriate                                                                                                                                                                                                                                                                               |
| Residential   | Not appropriate                                                                                                                                                                                                                                                                               |
| Commercial    | Some limited food-service uses, fuel sales.                                                                                                                                                                                                                                                   |
| Industrial    | Industrial uses are appropriate, with zoning allowances by-right, or on a limited or conditional basis, depending upon the protections required to decrease the amount of sound, dust, vibration, odor, and glare, etc., which can occur off-parcel or between future development categories. |
| Institutional | Utility and service uses (e.g., electrical substations, fire stations, etc.). While public recreational uses (e.g., parks and playgrounds) are not appropriate, trails and trail connectivity are appropriate with public protections.                                                        |
| Other         | Other uses could be permitted as limited or conditional basis, assuming an integration with the design character proposed for an industrial area.                                                                                                                                             |



## Guidance and Interpretation

The following recommendations should be considered for decision-making for zoning requests, development approvals, and regulatory adjustments:

- New non-residential development should be located on and take access from a collector or greater road classification, or an internal road network designed as part of a larger center.
- Operations are subject to protections to decrease the amount of sound, dust, vibration, odor, and glare, etc., which can occur off-parcel or between future development categories.
- Protect adjacent property values through adequate setbacks, buffering, nuisance-shielding, etc. through code assessment and adjustments.

## Existing Zoning Suitability

- Heavy Commercial (HC)
- Heavy Industrial (HI)
- Planned Unit Development (PUD)

## Code Assessment Considerations

- *Areas of differing compatibility should be screened by bufferyards*
- *Enhanced landscaping/screening to US 183 for redevelopment*
- *Truck and loading bay screening*
- *Light and noise shielding and hours of operation*
- *Employee parking balance to square footage*
- *Review use table to ensure accommodation of flexible and hybrid business models*
- *Review food truck policies and eating establishments*





## OLD TOWN

### Intent and Character

Old Town as a future land use category is intended for a mix of uses that keeps Leander historic center interesting and dynamic. New development and redevelopment within Old Town should be designed in harmony with the existing character that acknowledges Leander's heritage. This includes older buildings and historic, contributing structures along with a mix of new and adaptive reuse buildings.

Old Town buildings are to be activated towards the street, encouraging walkability, eating establishments, central gathering spaces, and civic conversation. Old Town is scaled-down urban without on-site parking requirements, high impervious cover yet green space, street tree canopy and safe mix of vehicles and pedestrians. Old Town character includes small businesses, professional office, entertainment, shopping, arts and culture elements, and civic activity, each contributing to daytime and evening buzz.

An assortment of residential is suitable and encouraged based on the context, focused on a balance of scale between building, site and streets. In the core, urban lofts and townhouses are appropriate; in the south and east districts, across US 183, attached and detached housing may be appropriate with design context and limitations.

### Appropriate Land Use Types

| Use           | Appropriate Uses                                                                                                                                                                        |
|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agricultural  | Not appropriate                                                                                                                                                                         |
| Residential   | Townhouses; mixed-use urban lofts; single-family, attached residential.                                                                                                                 |
| Commercial    | Most commercial uses are generally appropriate in the Old Town area, as they are to be integrated into the Old Town street character and design criteria.                               |
| Industrial    | Not appropriate                                                                                                                                                                         |
| Institutional | Places of public assembly (e.g., churches); public recreational uses (e.g., urban plazas and greens); and utility and service uses (e.g., electrical substations, fire stations, etc.). |
| Other         | Other uses could be permitted as limited or conditional basis, assuming they meet the Old Town character and relationship with the streets.                                             |





House Converted to Non-Residential Use



Architectural history on display



Enhanced spaces for people

## Guidance and Interpretation

The following recommendations should be considered for decision-making for zoning requests, development approvals, and regulatory adjustments:

- In Old Town, growth must encourage the regeneration of adaptive reuse, wherever suitable, of current significant buildings.
- Infill growth must match the current character of Old Town.
- Old Town should include a mix of residential and commercial use in an organic fashion, consistent with the future Old Town Master Plan.
- East Old Town retains residential character with some mixed-use elements.

## Existing Zoning Suitability

- Transects (T4, T5)

## Code Assessment Considerations

- *Consider zoning adjustments following the master plan effort to embody the desired regulatory framework for Old Town development*
- *Encourage outdoor and patio seating*
- *Consider fees-in-lieu for on-site parking to reduce site impacts*
- *Assess environmental, stormwater controls*
- *Review infrastructure requirements to reduce burdens*





## URBAN MIXED-USE

### Intent and Character

The Urban Mixed-Use future land use category contains the areas directly adjacent to Leander Central and Old Town and is envisioned to provide a transition from those higher density/intensity uses to the traditional residential developments nearby. These areas are supportive to the transit-oriented environment of the Central area and will be connected to the Central developments through streets, trails and greenways.

Residential uses include small-lot single family, townhouse, low-density multi-family, and urban lofts. Commercial development can be a mix of urban and local retail and office, restaurants and entertainment, hotels, civic, and related uses.

These areas are envisioned to be developed with a semi-urban character, with some areas developing under the form-based code and others through traditional zoning. Typically, buildings are more street-oriented, with build-to lines, on-street parking or periphery parking, pedestrian and bicycle facilities, and short blocks with high street connectivity.

### Appropriate Land Use Types

| Use           | Appropriate Uses                                                                                                                                                                                                                  |
|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agricultural  | Not appropriate                                                                                                                                                                                                                   |
| Residential   | Single-family attached uses, townhouses, low and medium density multi-family and mixed-use urban lofts.                                                                                                                           |
| Commercial    | Retail, personal service, office, entertainment and restaurant (without drive-throughs) uses and those uses permitted in the Central area, if they meet appropriate design standards and locational and decision-making criteria. |
| Industrial    | Not appropriate                                                                                                                                                                                                                   |
| Institutional | Places of public assembly, public recreational uses (e.g., parks, playgrounds, and urban plazas); and utility and service use (e.g., electrical substations, fire stations, etc.).                                                |
| Other         | Other uses could be permitted as limited or conditional basis, assuming they meet the Urban Mixed-Use character and relationship with the streets.                                                                                |

**Desired Mix**

(Land distribution)

**40-100% Residential**

**0-60% Non-Residential**





Multi-Family and Senior Living



Educational



Small Lot Urban Neighborhood

## Guidance and Interpretation

The following recommendations should be considered for decision-making for zoning requests, development approvals, and regulatory adjustments:

- New development shall follow an integrated street pattern, in the character of the Smartcode street context. Conventional commercial may be appropriate along 183A frontage, without disassociation from the adjacent, transitional development context.
- New development shall be built with an urban character that follows the performance standards indicative to the greater area, including sidewalks and street trees. A variety of residential, community, and commercial uses are appropriate.
- Connectivity to the station and central areas through trails and sidewalks is critical to maintaining access for transportation and recreation.
- New single-family attached uses (i.e., triplexes) and mixed-use urban lofts are permitted if designed to the current urban character of the area.

## Existing Zoning Suitability

- Single-Family Townhouse (SFT)
- Cottage Housing (CH)
- Multi-Family (MF)
- Local Office (LO)
- Tiny House (TH)
- Local Commercial (LC)
- General Commercial (GC)
- Planned Unit Development (PUD)
- Transects (T4, T5, Civic, SD)

## Code Assessment Considerations

- *Create a mid-density zoning district to accommodate medium-density multi-family at a scale and character consistent with the land use*
- *Review buffers and screening to ensure compatibility (urban scale)*
- *Ensure subdivision street requirements when conventional district development is permitted, to maintain urban street patterns*
- *Connectivity and efficient infrastructure requirements to add value*
- *Review building height and setbacks for consistency*
- *Green space and shade considerations*





## LEANDER CENTRAL

### Intent and Character

The Leander Central future land use category encompasses the City's future urban center, in close proximity to Leander Station. This area is envisioned to be a very walkable area which encourages a "sense of place" and should represent the most dense, urban form Leander will have. This is a highly activated area with first floor storefronts, employment, dense residential, and entertainment.

Land uses are less distinguishable and less regulated in the urban environment, where the focus is more on form than function. Important characteristics in the central location are building relationship with the street and pedestrian movement, signage, street design, and public gathering places.

This area is envisioned to be developed with an urban character, meaning development requires on-street or structured parking and an emphasis on pedestrian walkability. Vehicular circulation occurs along a grid-based network of complete streets with short blocks and focus on safety and efficient distribution of vehicles, bikes and pedestrians.

### Appropriate Land Use Types

| Use           | Appropriate Uses                                                                                                                                                       |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agricultural  | Not appropriate                                                                                                                                                        |
| Residential   | Urban multi-family (i.e., apartments); townhouses, and mixed-use urban lofts.                                                                                          |
| Commercial    | Most commercial uses are generally appropriate in the Central area, as they are to be integrated into the urban street character and design criteria.                  |
| Industrial    | Not appropriate                                                                                                                                                        |
| Institutional | Places of public assembly; public recreational uses (e.g., urban plazas and greens); and utility and service uses (e.g., electrical substations, fire stations, etc.). |
| Other         | Other uses could be permitted as limited or conditional basis, assuming an urban character and relationship with the streets.                                          |

**Desired Mix**  
(Land distribution)

**60-100% Non-Residential**  
**0-40% Residential**

## Leander Central - Transit Oriented Development (TOD) Relation

Leander's existing TOD zoning district is governed by a development code tool called the SmartCode, which is based upon New Urbanism principals for a designed-based system of varying densities and uses. The goal of the code is to promote traditional pedestrian-oriented communities with neighborhoods and town centers with a mix and integration of residential, commercial and retail uses, something Leander desires near the rail station.

Leander Central closely aligns with the existing zoning boundaries of the TOD zoning district, as amended. The Leander Central Plan is rooted in the idea of being Leander's newly created downtown space, a concept that is in complete alignment with Old Town as a separate, unique and distinct community asset.



Northline Rendering (source NorthlineLeander.com)

## Guidance and Interpretation

The following recommendations should be considered for decision-making for zoning requests, development approvals, and regulatory adjustments:

- Development shall not exceed or alter the current lot and block arrangement, and shall be developed with an urban character that follows the performance standards indicative to the larger area, including public spaces and storefront elements. Parking shall be on-street or in off-street public parking lots or garages (with proper facade treatments).
- Residential uses (i.e., apartments) and mixed-use urban lofts help create the density needed to support retail and employment in these environments as long as they follow the current urban character of the area. Minimum parking requirements for these uses is important although a lesser standard can be justified due to the mixed-use environment.
- The main priority for street enhancements is on the pedestrian and preserving the quality of the current street character. As such, on-street parking is preferable to provide a buffer to the traffic lanes, sidewalks, and the planting of street trees in tree wells at the edge of pavement. Outdoor seating and plazas are encouraged to create a street scene and public gathering spaces.

## Existing Zoning Suitability

- Transects (T4, T5, T6, Civic)

### Code Assessment Considerations

- *Retain Smartcode character elements*
- *Review for off-street and on-street parking requirements*
- *Maintain green spaces and shaded streets/sidewalks*
- *Signage conducive to urban character environment*
- *Street design, speeds, and movement conducive to slower pace*
- *Storefront activation design and access*





## GREENWAYS

### Intent and Character

The Greenways future land use category contains active and passive parkland, trails, and open spaces that have been designated for public use. Greenways are linear parks that serve multiple purposes, including connecting the community and managing stormwater impacts. These spaces are also critical to providing green spaces amidst urban development, for the outdoor enjoyment of residents and workers while connecting public (and private) parks and amenities.

A Leander Greenways network is a framework for a regional destination for people looking for trail activities, a cycling loop system, and active transportation routes to employment centers. From a community perspective, greenways are opportunities for placemaking, including art, historical elements, civic spaces, and wildlife viewing.

Development adjacent to the greenway system should primarily be oriented towards the green space, with buildings fronting public paths, parkway streets providing access, and a public relationship between the greenway corridor and adjacent private development. Trail connections should be made frequently to adjacent developments to provide access.

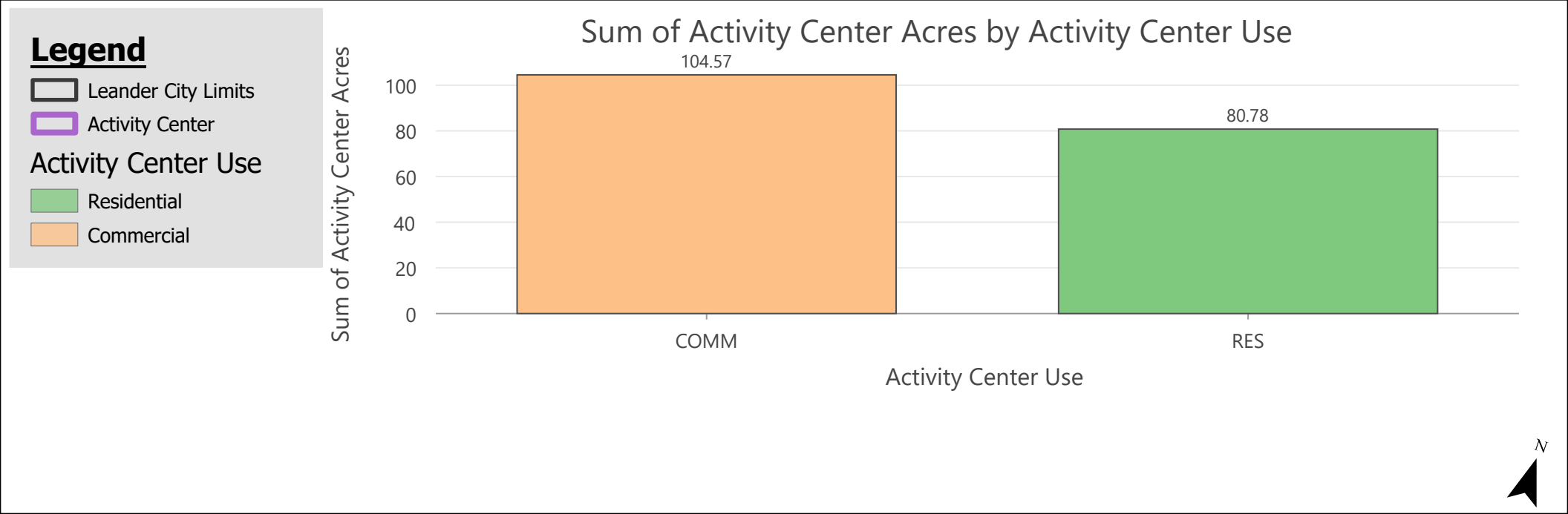
### Appropriate Land Use Types

| Use           | Appropriate Uses                                                                                                                                                                                                                                                                                                                                                                   |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agricultural  | Not appropriate                                                                                                                                                                                                                                                                                                                                                                    |
| Residential   | Not appropriate                                                                                                                                                                                                                                                                                                                                                                    |
| Commercial    | Not appropriate                                                                                                                                                                                                                                                                                                                                                                    |
| Industrial    | Not appropriate                                                                                                                                                                                                                                                                                                                                                                    |
| Institutional | Parkland, typically public, although a greenway can be privately owned and maintained with a public access easement. Or, the public parkland may be a narrow piece of land adjacent to private open space/amenity area that adds to the feel of a larger green space.                                                                                                              |
| Other         | Greenways may include, and are likely to include stormwater facilities from adjacent development. These facilities need to be designed thoughtfully, so as to create an enhanced amenity within the greenway and not disrupt the stormwater purposes of managing flooding. Stormwater facilities should be designed with a natural appearance and preferably, publicly accessible. |

[See Map 4.2, Greenways Map, on Page 108.](#)

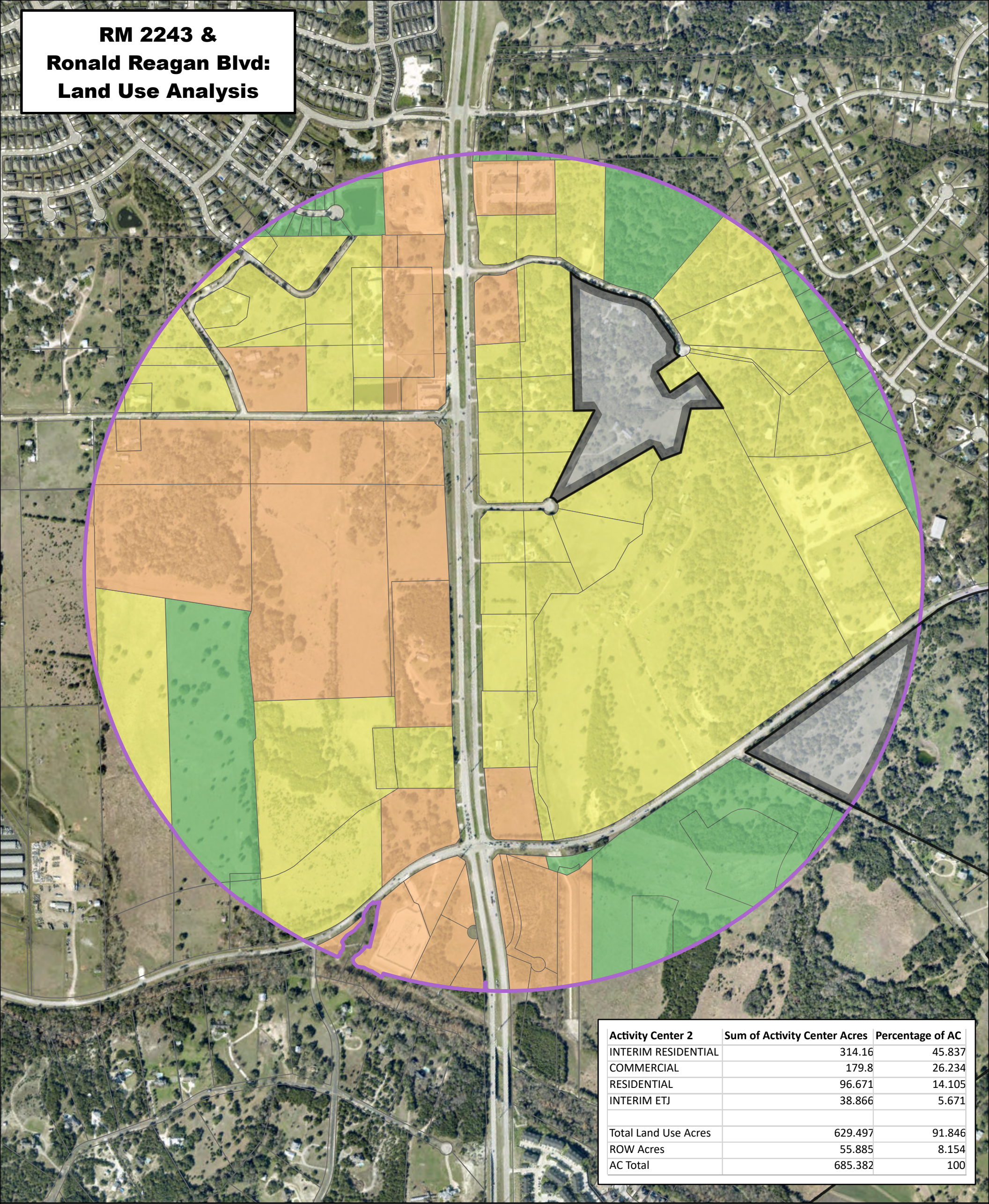


**Hero Way & N. 183  
Land Use Analysis**



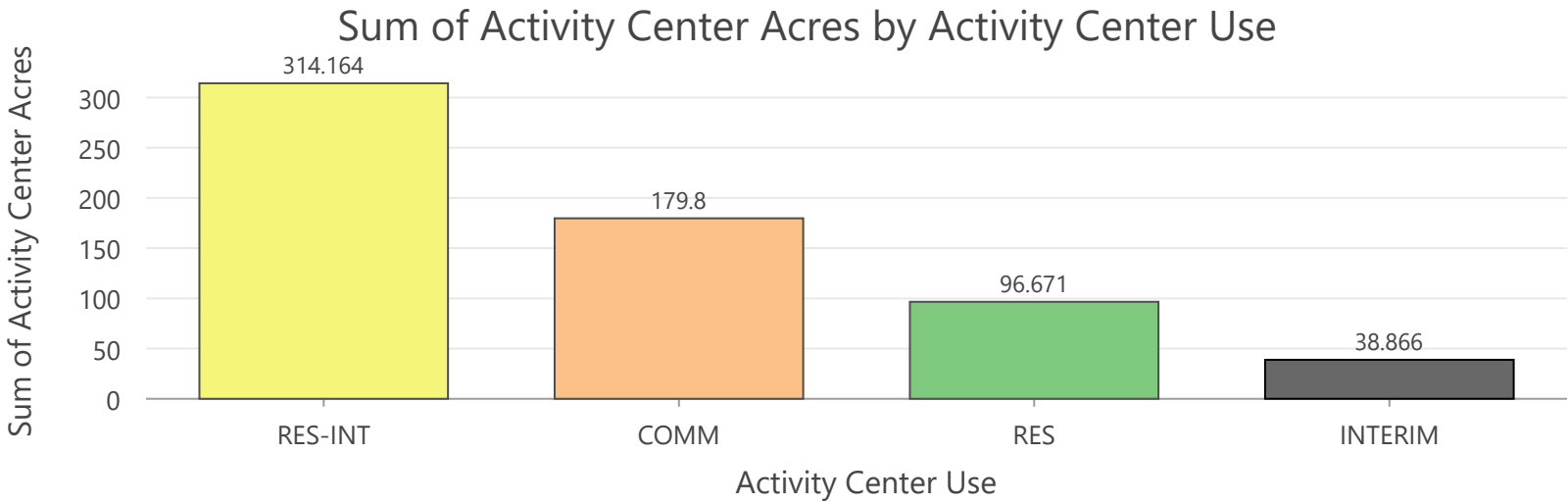


**RM 2243 &  
Ronald Reagan Blvd:  
Land Use Analysis**



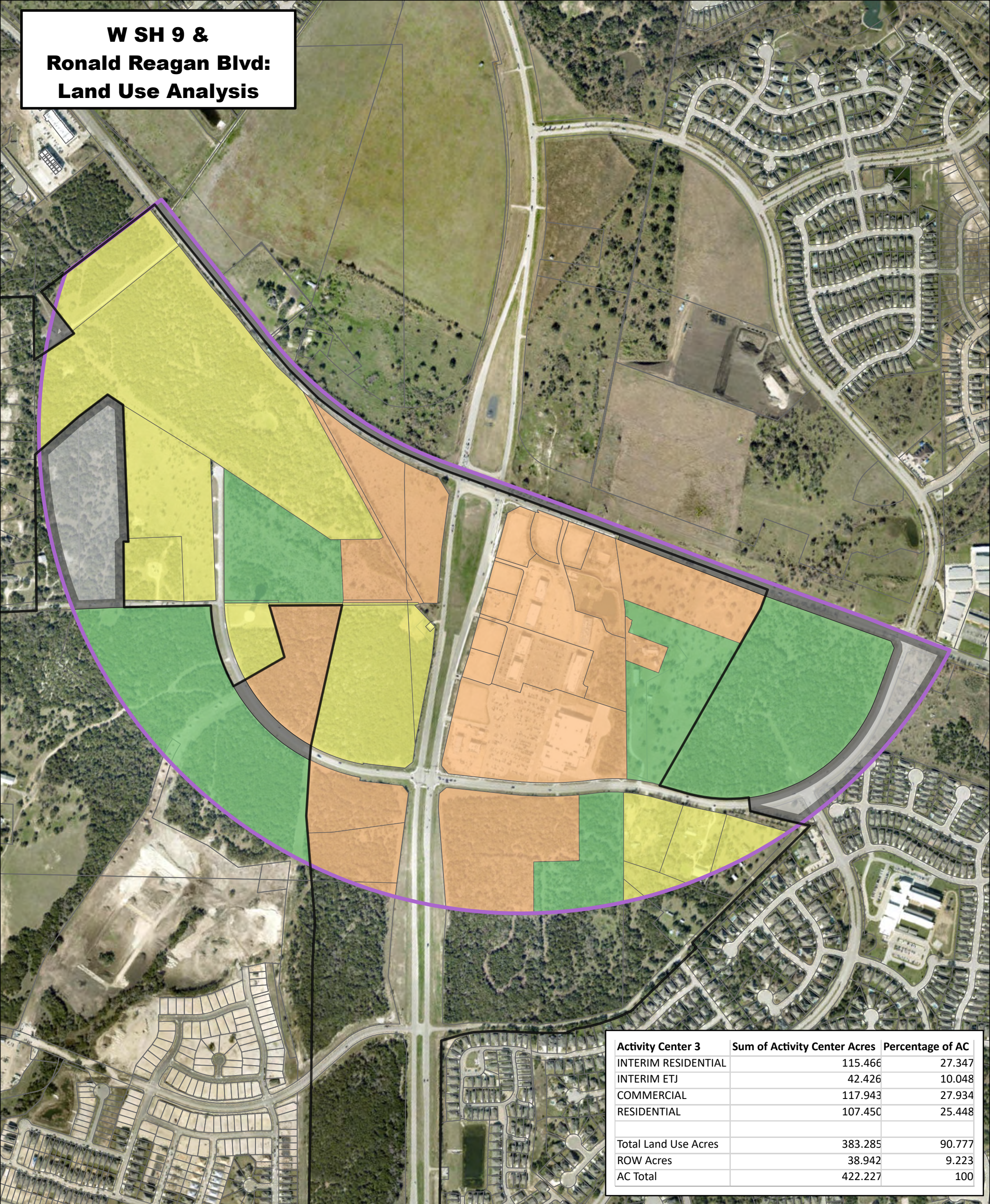
**Legend**

- Leander City Limits
- Activity Center
- Activity Center Use
  - Residential
  - Residential-Interim
  - Commercial
  - ETJ-Interim



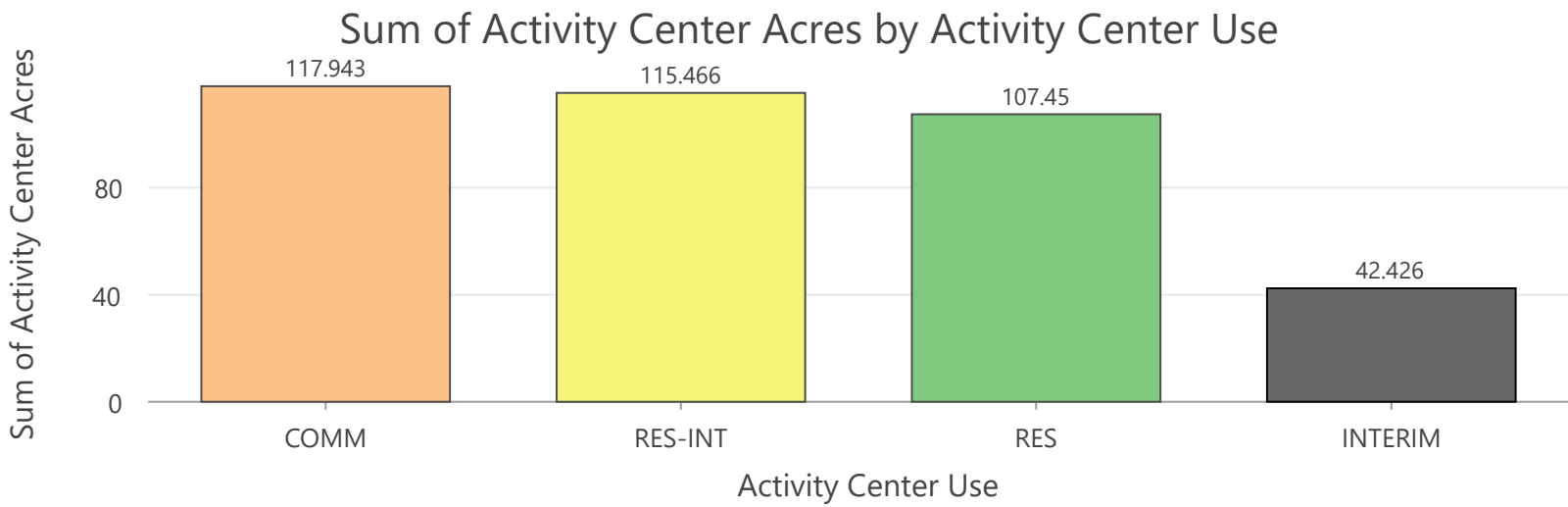


W SH 9 &  
Ronald Reagan Blvd:  
Land Use Analysis



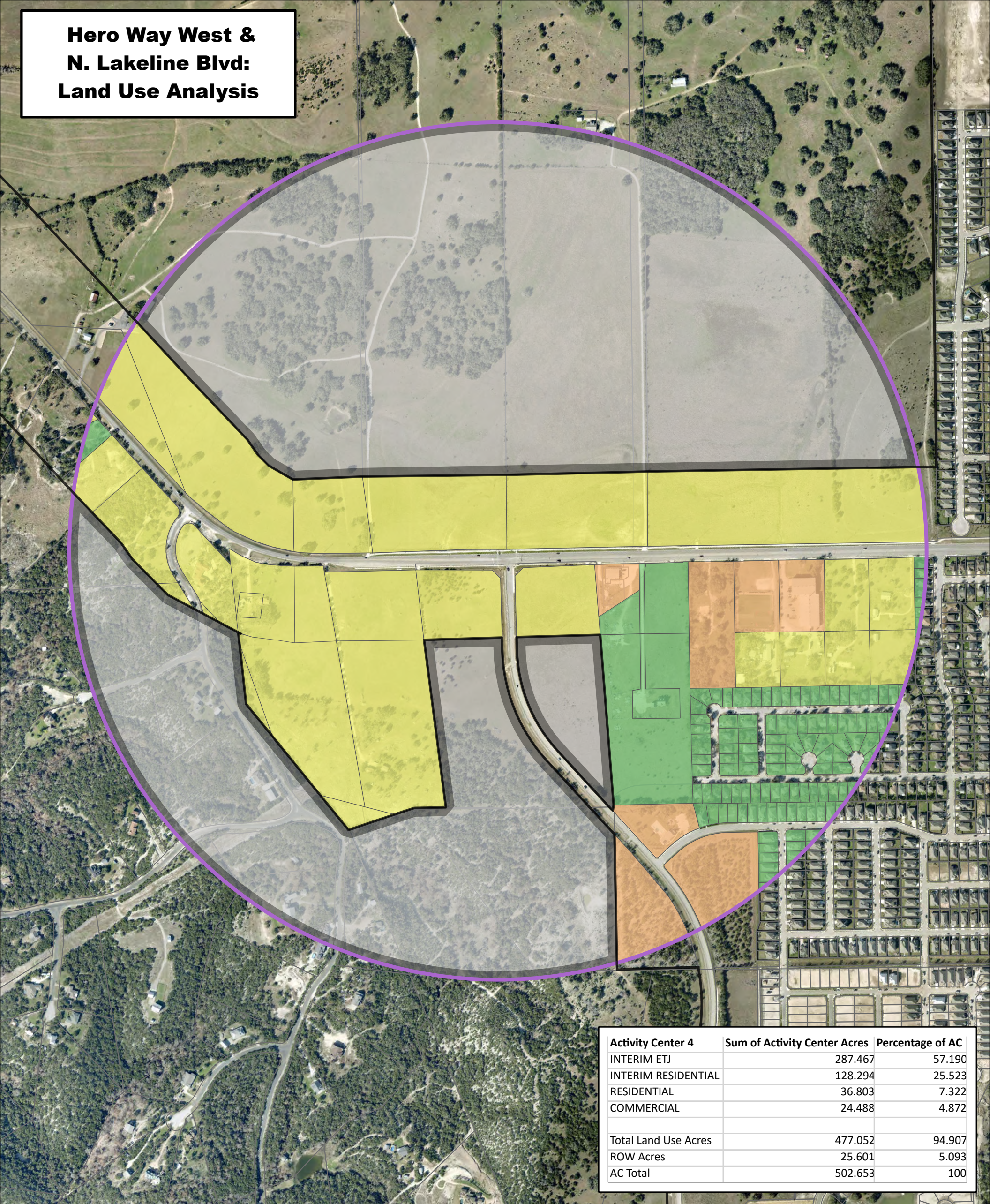
Legend

- Leander City Limits
- Activity Center
- Activity Center Use
  - Residential
  - Residential-Interim
  - Commercial
  - ETJ-Interim





**Hero Way West &  
N. Lakeline Blvd:  
Land Use Analysis**



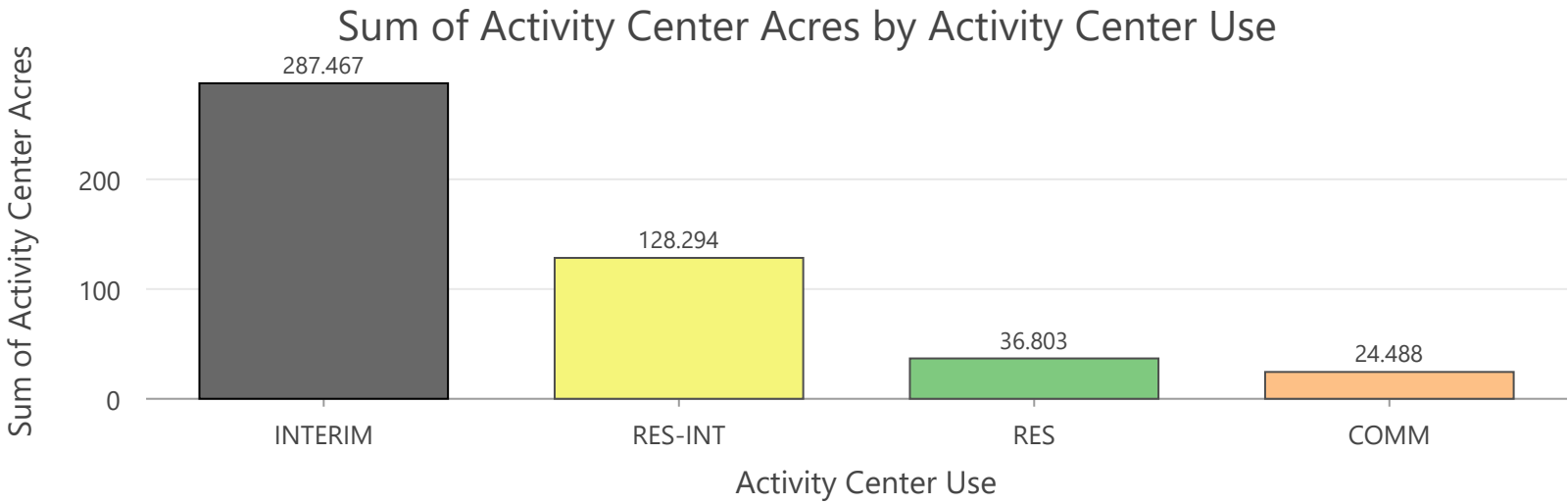
| Activity Center 4    | Sum of Activity Center Acres | Percentage of AC |
|----------------------|------------------------------|------------------|
| INTERIM ETJ          | 287.467                      | 57.190           |
| INTERIM RESIDENTIAL  | 128.294                      | 25.523           |
| RESIDENTIAL          | 36.803                       | 7.322            |
| COMMERCIAL           | 24.488                       | 4.872            |
|                      |                              |                  |
| Total Land Use Acres | 477.052                      | 94.907           |
| ROW Acres            | 25.601                       | 5.093            |
| AC Total             | 502.653                      | 100              |

**Legend**

- Leander City Limits
- Activity Center

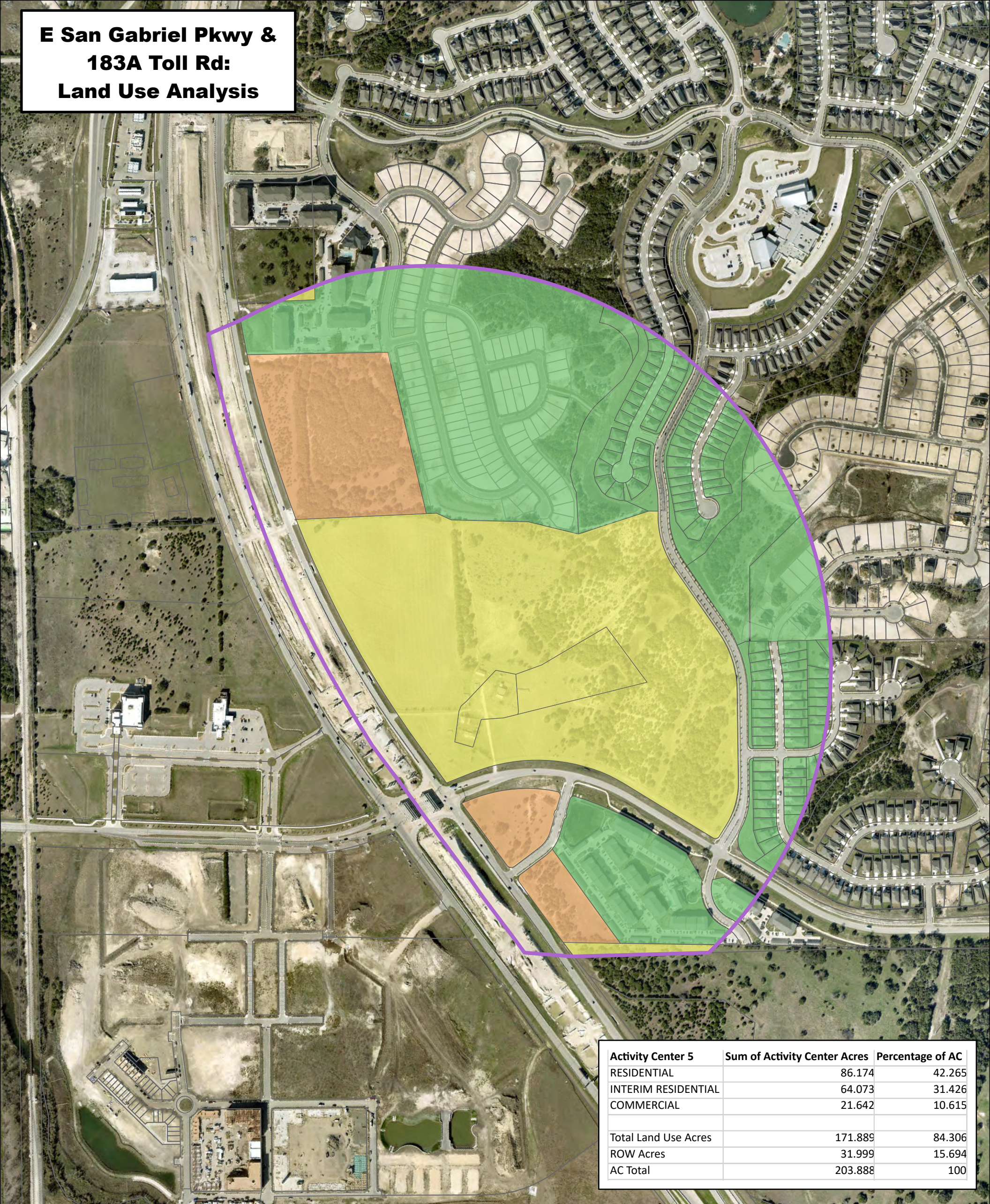
**Activity Center Use**

- Residential
- Residential-Interim
- Commercial
- ETJ-Interim





E San Gabriel Pkwy &  
183A Toll Rd:  
Land Use Analysis



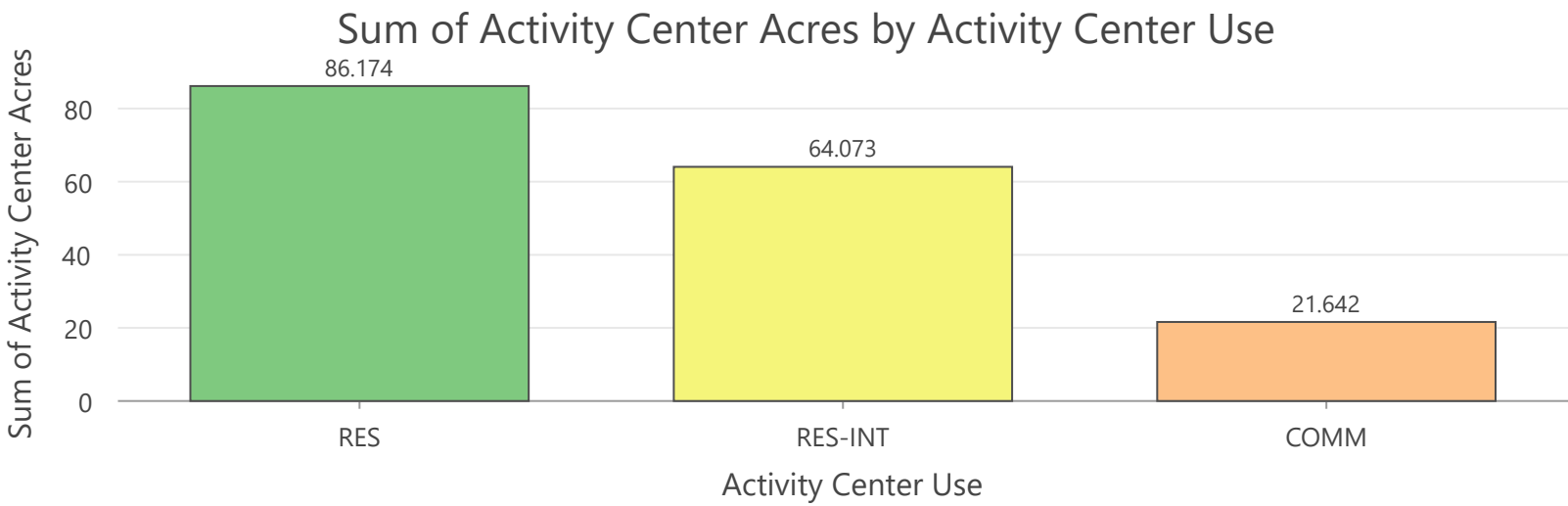
| Activity Center 5    | Sum of Activity Center Acres | Percentage of AC |
|----------------------|------------------------------|------------------|
| RESIDENTIAL          | 86.174                       | 42.265           |
| INTERIM RESIDENTIAL  | 64.073                       | 31.426           |
| COMMERCIAL           | 21.642                       | 10.615           |
| Total Land Use Acres | 171.889                      | 84.306           |
| ROW Acres            | 31.999                       | 15.694           |
| AC Total             | 203.888                      | 100              |

Legend

- Leander City Limits
- Activity Center

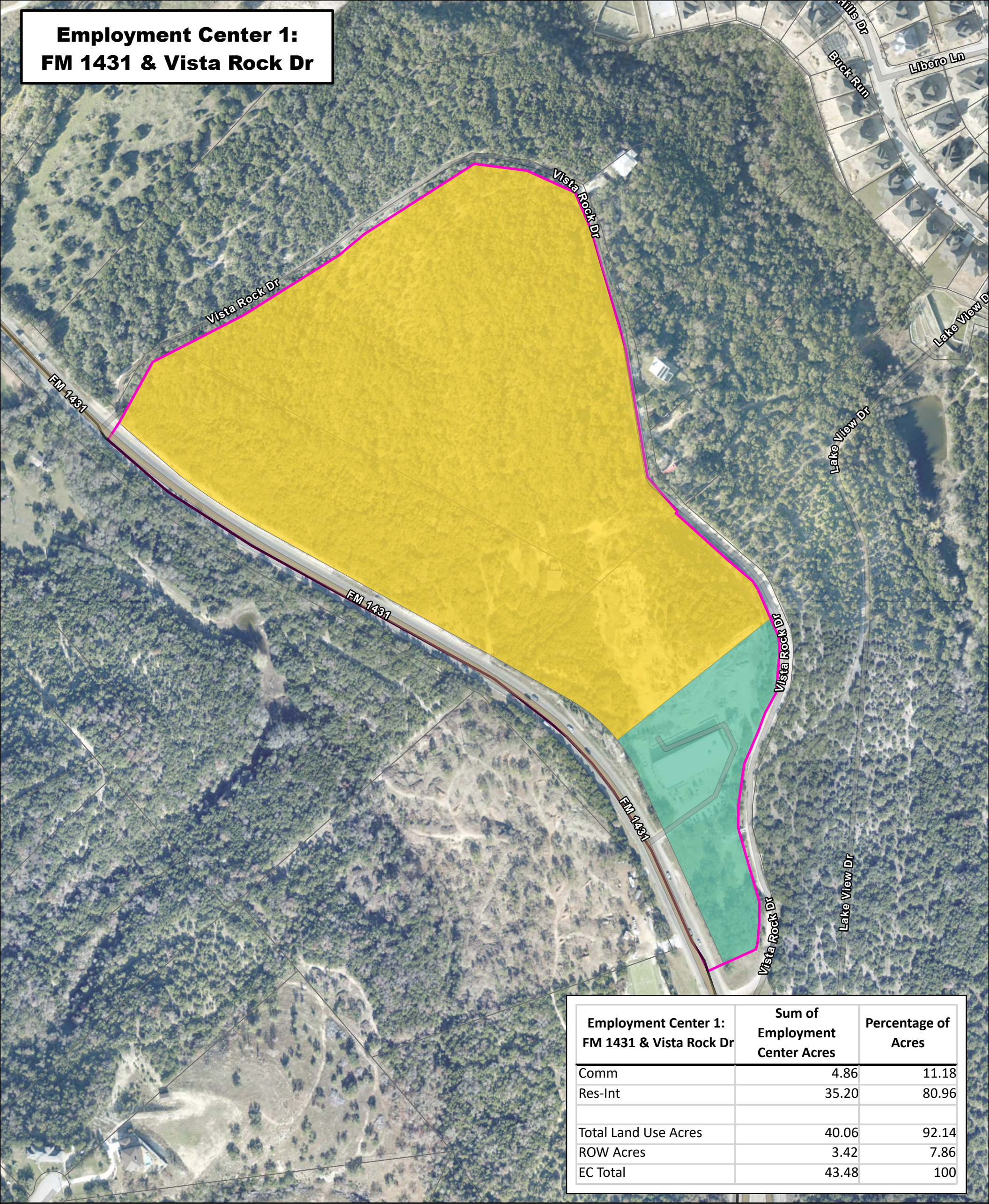
Activity Center Use

- Residential
- Residential-Interim
- Commercial



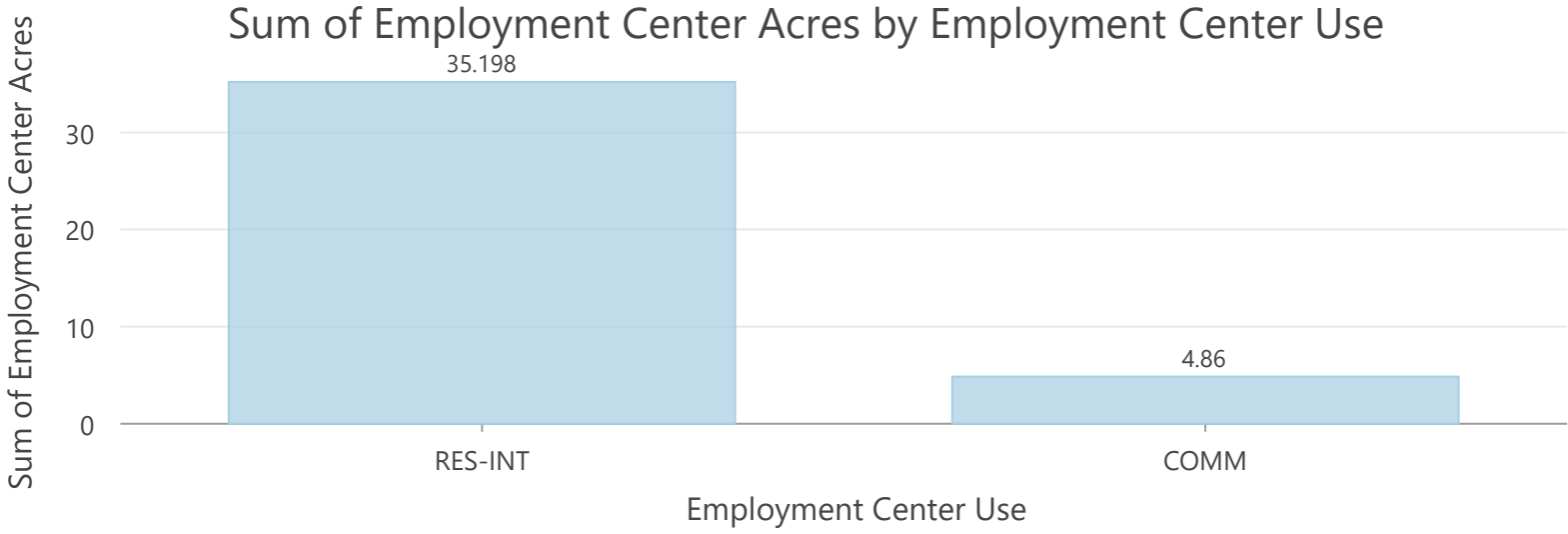


**Employment Center 1:  
FM 1431 & Vista Rock Dr**



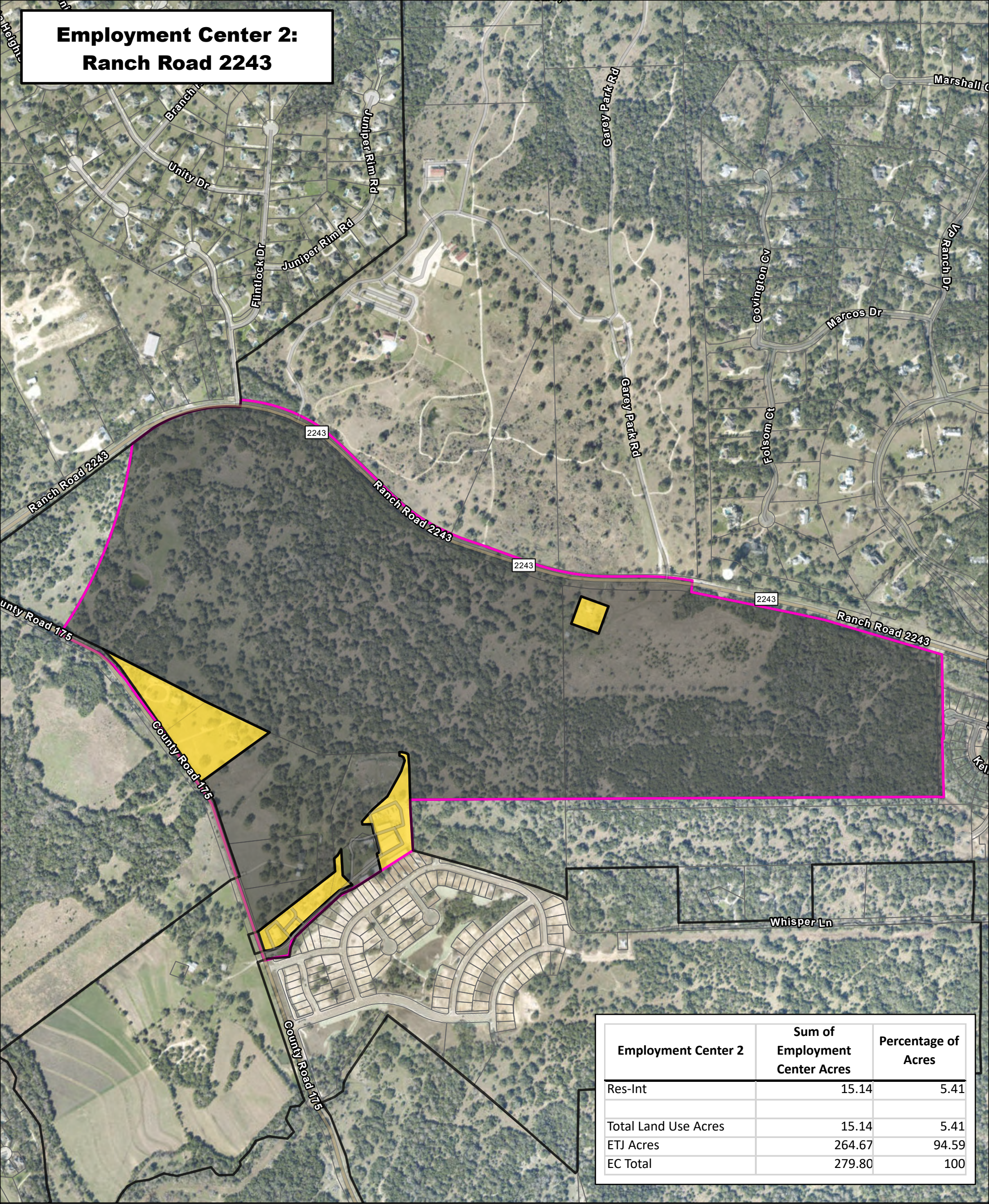
**Legend**

- Leander City Limits
- Employment Center
- COMM
- RES-INT

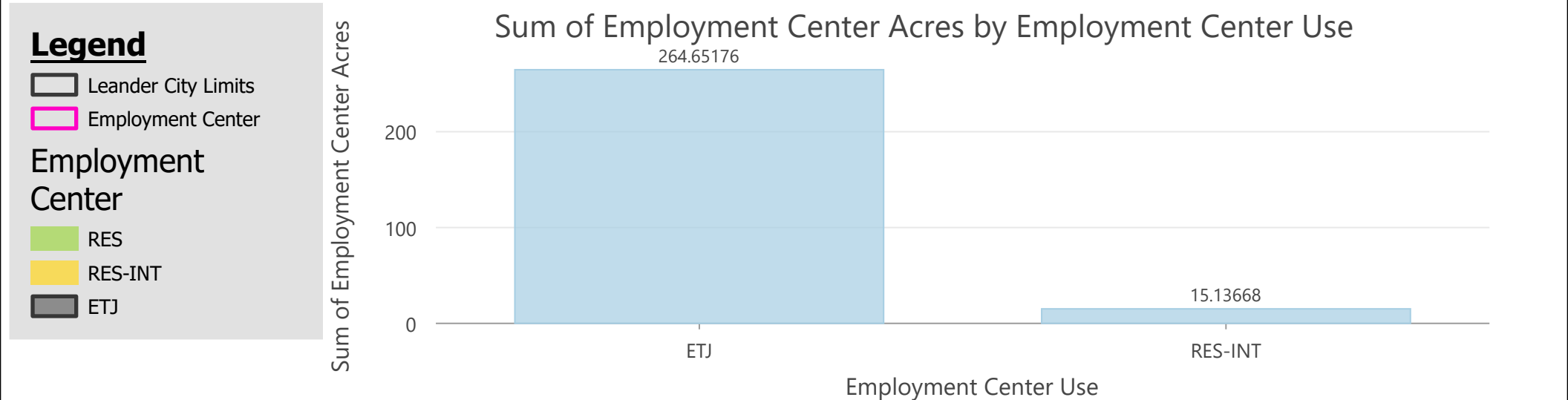




Employment Center 2:  
Ranch Road 2243

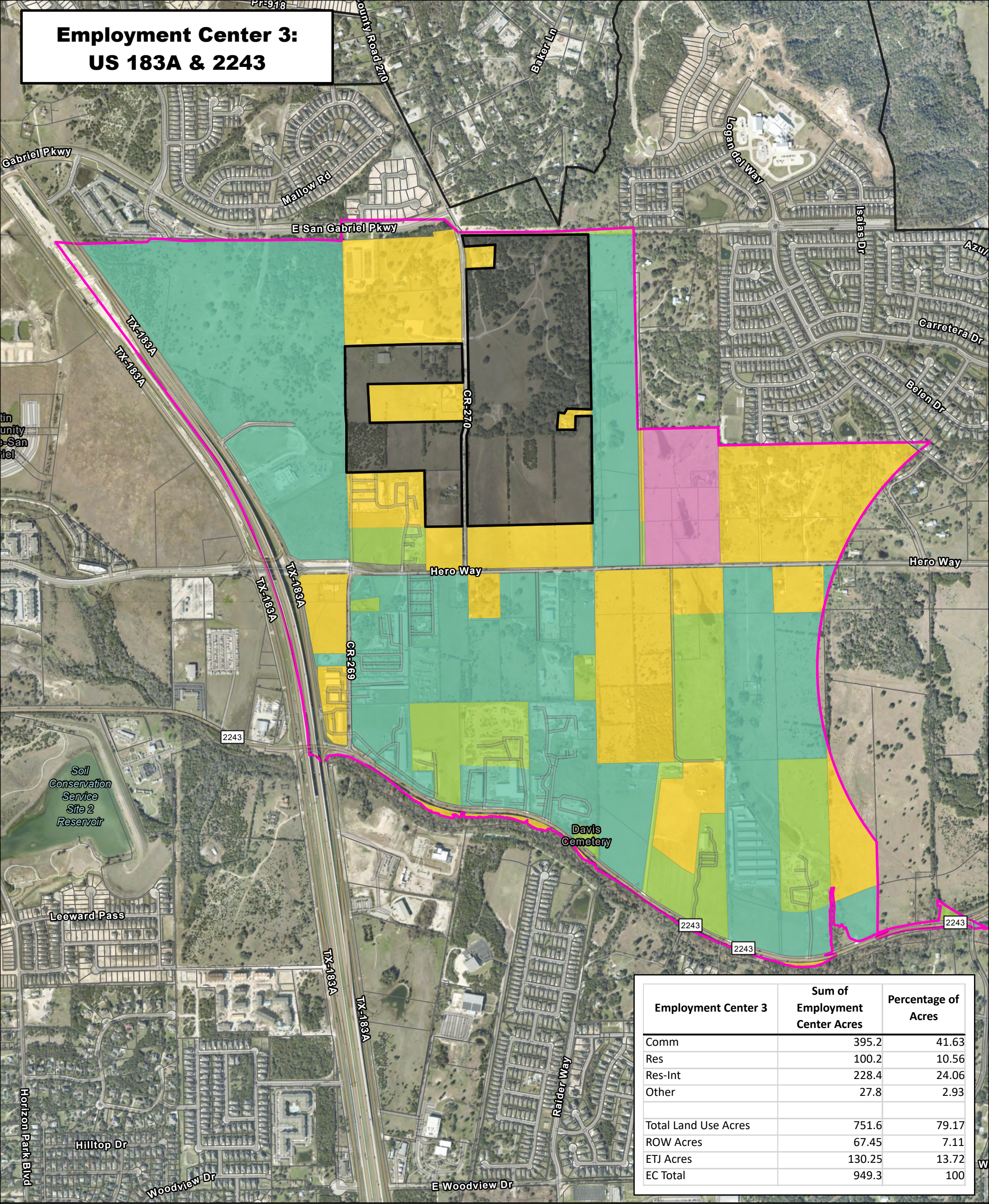


| Employment Center 2  | Sum of Employment Center Acres | Percentage of Acres |
|----------------------|--------------------------------|---------------------|
| Res-Int              | 15.14                          | 5.41                |
| Total Land Use Acres | 15.14                          | 5.41                |
| ETJ Acres            | 264.67                         | 94.59               |
| EC Total             | 279.80                         | 100                 |

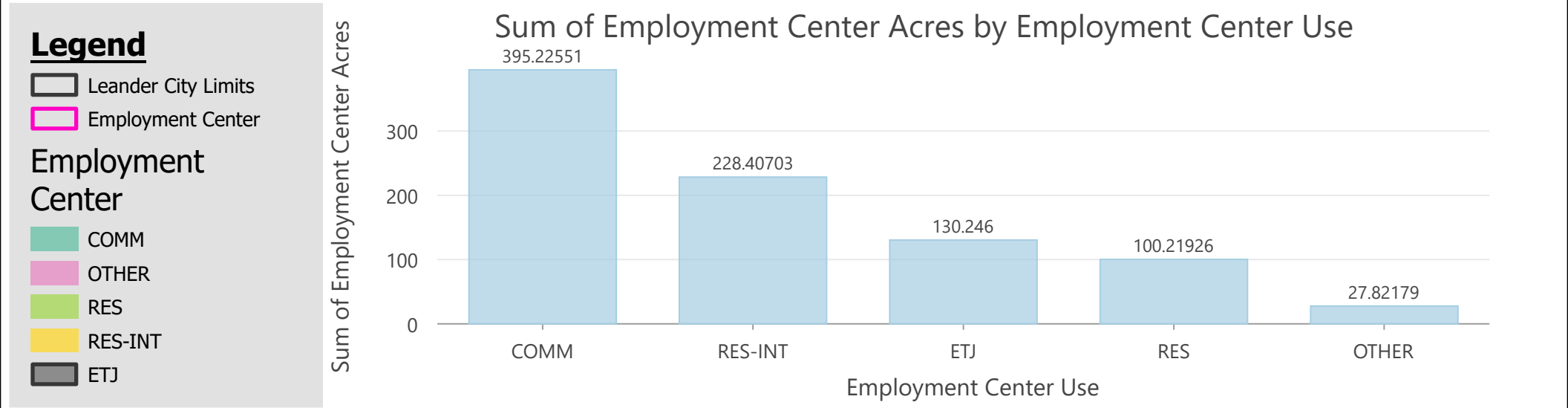




Employment Center 3:  
US 183A & 2243

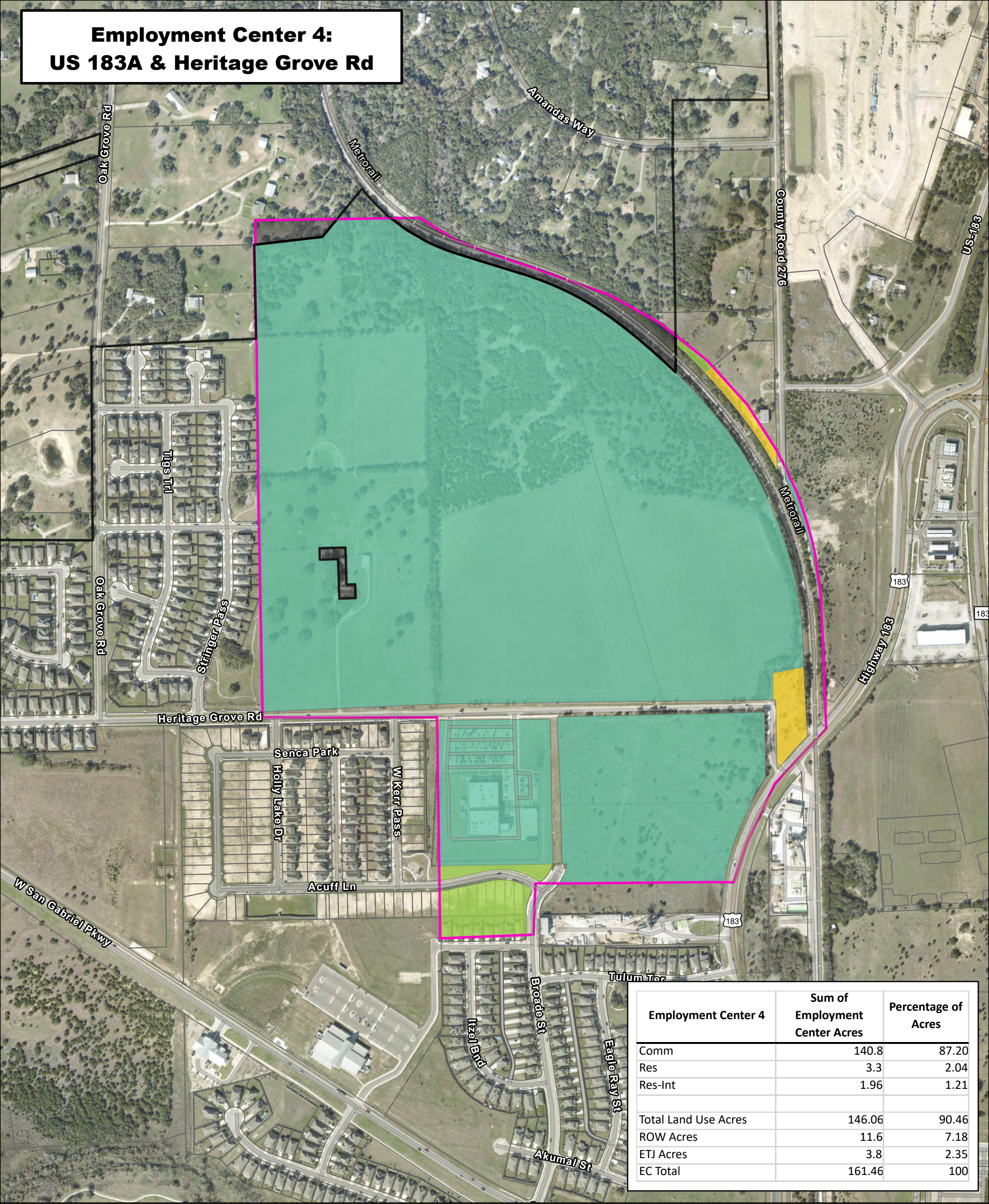


| Employment Center 3  | Sum of Employment Center Acres | Percentage of Acres |
|----------------------|--------------------------------|---------------------|
| Comm                 | 395.2                          | 41.63               |
| Res                  | 100.2                          | 10.56               |
| Res-Int              | 228.4                          | 24.06               |
| Other                | 27.8                           | 2.93                |
| Total Land Use Acres | 751.6                          | 79.17               |
| ROW Acres            | 67.45                          | 7.11                |
| ETJ Acres            | 130.25                         | 13.72               |
| EC Total             | 949.3                          | 100                 |





Employment Center 4:  
US 183A & Heritage Grove Rd



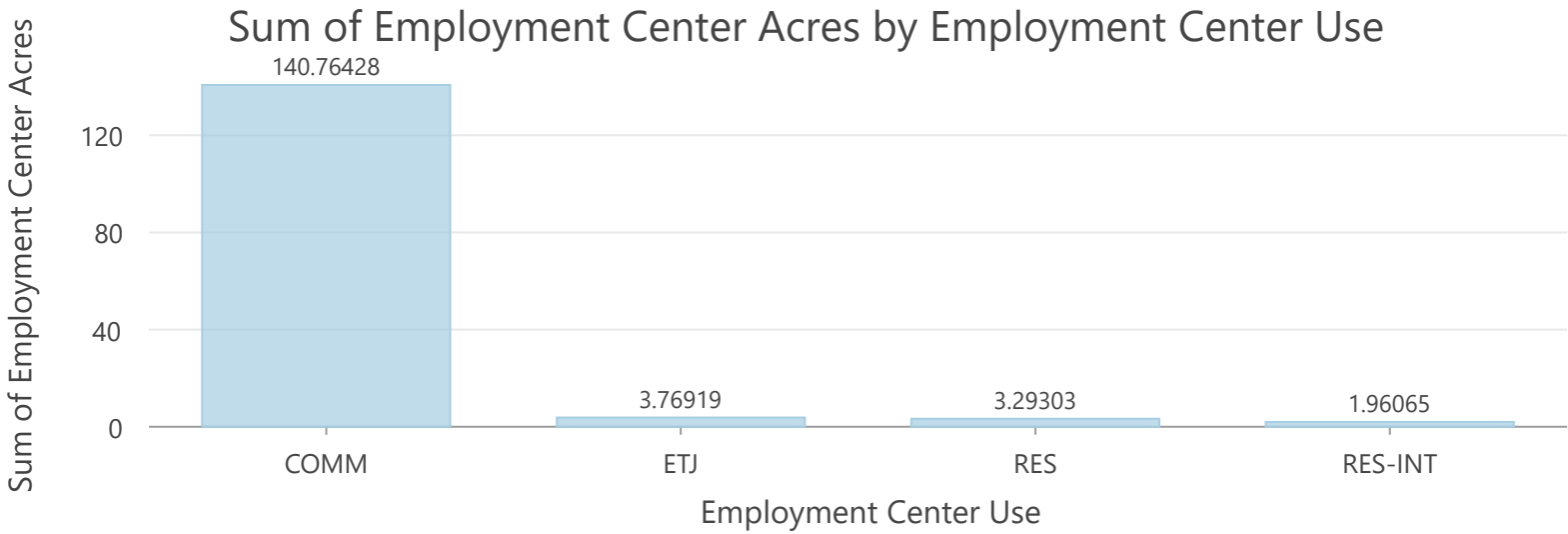
| Employment Center 4  | Sum of Employment Center Acres | Percentage of Acres |
|----------------------|--------------------------------|---------------------|
| Comm                 | 140.8                          | 87.20               |
| Res                  | 3.3                            | 2.04                |
| Res-Int              | 1.96                           | 1.21                |
| Total Land Use Acres | 146.06                         | 90.46               |
| ROW Acres            | 11.6                           | 7.18                |
| ETJ Acres            | 3.8                            | 2.35                |
| EC Total             | 161.46                         | 100                 |

Legend

- Leander City Limits
- Employment Center

Employment Center

- COMM
- RES
- RES-INT
- ETJ







**EXECUTIVE SUMMARY**  
**07/28/2023**

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**AGENDA SUBJECT:**

Ordinance and Fee Schedule Update

**BACKGROUND:**

The Development Services Department maintains a list of ongoing ordinance amendments and updates to the fee schedule. We divide the ordinance amendments in to two categories – policy and clean-up. Policy amendments are significant changes in response to the Comprehensive Plan, Transportation Master Plan, Planning & Zoning Commission, City Council, industry change, or staff recommendation. Clean-up items address typos or inconsistencies found by staff as well as legislative updates. The attached exhibit includes the current amendments in process.

Staff evaluates the fee schedule annually concurrently with the budget. We compare our fees with Cedar Park, Round Rock, Pflugerville, Georgetown and Hutto. We also work with these cities when there is an industry change a new fee needs to be added or an existing fee adjusted. The fee comparison is attached as an exhibit.

**TIMELINES:**

- Sign Ordinance – August 2023
- Parkland Dedication Ordinance update – September 2023
- Noise Ordinance update – September 2023
- Comprehensive Plan update – August/September 2023
- Short Term Rentals – August/September 2023
- Fee Schedule – September 2023 (if needed)
- Composite Zoning Ordinance (Update to permitted uses/residential categories, creation of a Business Park District) – October 2023
- Subdivision Ordinance – October 2023

**APPLICANT/AGENT:**

City of Leander

**PRESENTER:**

Robin M. Griffin, AICP, Executive Director of Development Services

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**Attachments**

1. PowerPoint
2. Ordinance Amendments
3. Fee Schedule Comparison



# ORDINANCE UPDATES

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## **RECENT CHANGES – 2022/2023**

1. Adopted Food Truck Provisions (05/05/2022)
2. Updated definitions and landscape standards to promote water conservation (08/04/2022)
3. Development Hub Launch (10/2022)
4. Updated water / wastewater requirements (06/01/2023)
5. Clarified the version of the Transportation Criteria Manual (06/15/2023)

# ORDINANCE UPDATES

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## PROPOSED UPDATES

### Short Term – Administrative

1. Small Business Toolkit – Launch Camino Software
2. Continue to host Developer Forums

### Mid Term – Requires Ordinance Amendments

1. Zoning Ordinance Amendments
  - Short Term Rentals (August/September 2023)
  - Add provisions regarding minor Processing/Manufacturing uses (October 2023)
  - Update Screening requirements (October 2023)
  - Create new zoning districts – mixed residential and business park zoning (October 2023)
  - Update sidewalk requirements to be consistent with the Transportation Plan (October 2023)
  - Update dry utility process (October 2023)



# ORDINANCE UPDATES

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## PROPOSED UPDATES

### Mid Term – Requires Ordinance Amendments

2. Subdivision Ordinance Amendments
  - Update parkland dedication requirements (September 2023)
  - Adopt a minor plat process (October 2023)
  - Clarify timeline to complete park improvements (October 2023)
  - Address updates from the recent legislative session (October 2023)
3. Noise Ordinance
  - Overhaul the ordinance to address current standards (September 2023)
4. Sign Ordinance Amendments
  - Overhaul the sign ordinance to provide more flexibility and address the current industry standards. (August 2023)
5. Comprehensive Plan Update
  - Clarify the make up of the Employment Center
  - Update the permitted uses in the Activity and Neighborhood Centers

# ORDINANCE UPDATES

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## Mid Term – Requires Ordinance Amendments

6. Fee Schedule
  - Staff evaluates the fees schedule annually and determines if there are any needed updates. (September 2023 if needed)
7. Adoption of Entertainment District
  - Allow for alternative noise standards
  - Allow for alternative lighting standards
  - Allow for short term rentals by right

## Long Term – Time

1. Evaluate Opportunities for City Initiated Zoning Requests
2. Engage with TOD property owners to discuss options related to the SmartCode
3. Implementation of Comprehensive Plan



# ORDINANCE AMENDMENTS 2023

## COMPOSITE ZONING ORDINANCE

| ART | SEC | SUB     | NOTES                                                                                     | DEPT    | CLEAN UP | POLICY |
|-----|-----|---------|-------------------------------------------------------------------------------------------|---------|----------|--------|
| III | 1   |         | Update the standards for SFR to preserve the rural aesthetic                              | CP      |          | ✓      |
| III | 7   |         | Update SFT to include acreage limits and compatibility standards                          | CP      |          | ✓      |
| III | 15  | (b)     | Add provisions for minor processing/manufacturing uses                                    | Plan    |          | ✓      |
| III | 19  |         | Evaluate multi-family standards                                                           | CP      |          | ✓      |
| III |     |         | Create a mixed residential category that allows for a mixture of lot sizes                | CP/Plan |          | ✓      |
| III |     |         | Reduce the number of residential use components                                           | Plan    |          | ✓      |
| III |     |         | Remove minimum lot width requirements for residential                                     | Plan    |          |        |
| III |     |         | Add additional commercial use components (Business Park)                                  | Plan    |          | ✓      |
| III |     |         | Add Transitional Development Options (gradual density transitions for infill)             | CP      |          | ✓      |
| III |     |         | Create a mid-density multi-family district                                                | CP      |          | ✓      |
| III |     |         | Expand provisions for flexible residential types (accessory dwellings, granny flats, etc) | CP      |          | ✓      |
| IV  |     |         | Add provisions regarding short term rentals                                               | Plan    |          | ✓      |
| IV  | 2   | (a)     | Update Special Use Permit provisions                                                      | Plan    | ✓        |        |
| IV  | 3   |         | Revise non-conforming use section                                                         | Plan    |          | ✓      |
| IV  | 5   | (r) (7) | Clarify fire pathways for solar panels (17-RID-001)                                       | Plan    | ✓        |        |
| IV  | 8   |         | Update Home Occupations to include gun assembly                                           | Plan    |          |        |
| IV  | 14  | (c)     | Clarify that new utilities are permitted on existing poles (19-RID-001)                   | Eng     | ✓        |        |
| V   |     |         | Update subcategories to provide consistent titles                                         | Plan    | ✓        |        |
| VI  | 1   |         | Provide standards for developments along greenways                                        | CP      |          | ✓      |
| VI  | 1   |         | Address synthetic turf                                                                    | Plan    |          | ✓      |
| VI  | 1   | (d)     | Consider remove screening for transformers when they are painted (art)                    | CP      |          | ✓      |
| VI  | 1   | (d)(1)  | Clarify screening requirements                                                            | Plan    | ✓        |        |
| VI  | 1   | (d)(1)  | Add requirement for masonry wall to screen detention ponds from residential               | P&Z     |          | ✓      |
| VI  | 1   |         | Update compatibility standards between commercial and residential                         | CP      |          | ✓      |
| VI  | 3   | (a)     | Update Parking requirements (instructional meeting space, parking for parks)              | Plan    |          | ✓      |
| VI  | 3   | (a)     | Add a requirement for guest parking associated with residential development               | P&Z     |          | ✓      |

## ORDINANCE AMENDMENTS 2023

| ART  | SEC | SUB    | NOTES                                                                                                                                           | DEPT     | CLEAN UP | POLICY |
|------|-----|--------|-------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|--------|
| VI   | 6   | (a)    | Update setbacks when commercial development is adjacent to a residential drainage facility (21-RID-002)                                         | Plan     | ✓        |        |
| VI   | 6   | Tables | Update Figures to correct setbacks                                                                                                              | Plan     | ✓        |        |
| VI   | 7   | (a)    | Update requirements regarding the treatment of the interior of splitter boxes, consider changing requirements for visible concrete (21-RID-003) | Eng      | ✓        |        |
| VI   | 9   |        | Revise special vehicle standards                                                                                                                | Plan     | ✓        |        |
| VI   | 12  |        | Update light ordinances to add more compatibility standards                                                                                     | CP       |          | ✓      |
| VI   | 13  |        | Update Reciprocal Access requirements regarding future land use category for adjacent property                                                  | Plan     | ✓        |        |
| VI   | 14  |        | Revise masonry wall standards with regards to planned uses versus existing uses                                                                 | Plan     | ✓        |        |
| VI   | 15  | (b)    | Update the sidewalk width for single-family & two-family to 5 foot to match Transportation Plan                                                 | Plan     |          | ✓      |
| VI   | 15  | (b)    | Update sidewalk requirements for condo regime projects                                                                                          | Plan     | ✓        |        |
| VI   | 16  |        | Add fencing material requirements for non-residential & multi-family when adjacent to a collector or arterial                                   | Plan     | ✓        |        |
| VII  |     |        | Clarify that street facing walls will have a minimum of 15% windows and design features; clarify that windows shall not be fake                 | Plan     | ✓        |        |
| VIII |     |        | Provide design standards for attached residential product incorporated into single-family neighborhoods                                         | CP       |          | ✓      |
| VIII |     |        | Create more incentives for using masonry                                                                                                        | Plan     |          | ✓      |
| VIII | 7   |        | Update the roof pitch (21-RID-004)                                                                                                              | Plan     |          | ✓      |
| IX   |     |        | Consider concurrent plan set for site development and offsite subdivision improvements                                                          | Plan/Eng | ✓        |        |
| IX   | 3   | (a)    | Provide clarification regarding the compliance with the Subdivision Ordinance requirements                                                      | Plan     | ✓        |        |
| IX   | 3   | (c)(6) | Update certificate of completion requirements                                                                                                   | Eng      | ✓        |        |
| IX   |     |        | Add bonding requirements to dry utility permits                                                                                                 | Eng      |          | ✓      |
| X    | 2   | (e)    | Provide clarification regarding the compliance with the Subdivision Ordinance requirements                                                      | Plan     | ✓        |        |
| X    | 3   |        | Zoning Petition Procedures                                                                                                                      | Plan     | ✓        |        |
| X    | 6   | (d)    | Clarify Temporary Certificate of Occupancy provisions                                                                                           | Plan     | ✓        |        |

## SUBDIVISION ORDINANCE

| ART | SEC | SUB    | NOTES                                                  | DEPT | CLEAN UP | POLICY |
|-----|-----|--------|--------------------------------------------------------|------|----------|--------|
| I   | 6   |        | Address remnant tracts (21-RID-005)                    | Plan | ✓        |        |
| II  | 26  | (a)(a) | Clarify Short Form Final Plat Eligibility (15-RID-002) | Plan | ✓        |        |



## ORDINANCE AMENDMENTS 2023

| ART | SEC | SUB         | NOTES                                                                             | DEPT  | CLEAN UP | POLICY |
|-----|-----|-------------|-----------------------------------------------------------------------------------|-------|----------|--------|
| II  | 22  | (k)         | Clarify minor revision expiration dates - does this approval restart the clock?   | Law   | ✓        |        |
| II  | 24  | (c)         | Clarify that all lots are required to be platted in the subdivision (18-RID-001)  | Plan  | ✓        |        |
| III |     |             | Conduit bank requirements for public use                                          | Eng   |          | ✓      |
| III | 43  | (b) (vii) b | Remove residual calculation                                                       | Fire  | ✓        |        |
| III | 47  |             | Clarify overhead utilities (15-RID-004)                                           | Plan  | ✓        |        |
| III | 47  |             | Clarify that new utilities are permitted on existing poles (19-RID-001)           | Eng   | ✓        |        |
| IV  | 61  | (c)         | Clarify submittal requirements for improvements - construction plans? site plans? | Parks | ✓        |        |
| IV  | 61  | (i)         | Clarify timeframe to complete park improvements                                   | Parks | ✓        |        |
| IV  | 61  |             | Overhaul of fee structure for Parkland Ordinance                                  | Parks |          | ✓      |

### NOISE ORDINANCE

| ARTICLE             | NOTES                                              | DEPT   | CLEAN UP | POLICY |
|---------------------|----------------------------------------------------|--------|----------|--------|
| 8                   | Overhaul the Noise Update to provide clarity       | Police | ✓        |        |
| 8.04.001 (a)(13)(d) | Update decibel level to include a reference to DBA | Police | ✓        |        |

### SIGN ORDINANCE

| SECTION  | NOTES                                               | DEPT | CLEAN UP | POLICY |
|----------|-----------------------------------------------------|------|----------|--------|
| 3.08     | Update definitions                                  | Plan | ✓        |        |
| 3.08     | Update lighting requirements for signage (back lit) | Plan | ✓        |        |
| 3.08     | Clarify EMC requirements                            | Plan | ✓        |        |
| 3.08     | Update sign heights                                 | Plan | ✓        |        |
| 3.08     | Update Master Sign Plan requirements                | Plan | ✓        |        |
| 3.08     | Create provisions for swooper flags                 | Plan | ✓        |        |
| 3.08     | Update subdivision entrance signs                   | Plan | ✓        |        |
| 3.08.012 | Update spacing between monument signs               | Plan | ✓        |        |

| DEVELOPMENT FEE COMPARISON                        |                                                                                            |                                                                      |                                           |                                              |                                                              |                                                 |
|---------------------------------------------------|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------|-------------------------------------------|----------------------------------------------|--------------------------------------------------------------|-------------------------------------------------|
|                                                   | Georgetown                                                                                 | Cedar Park                                                           | Round Rock                                | Hutto                                        | Pflugerville                                                 | Leander                                         |
| POLICY                                            |                                                                                            |                                                                      |                                           |                                              |                                                              |                                                 |
| Voluntary Annexation                              | \$1,041/ with AG Zoning;<br>\$1,355/ with non-AG Zoning                                    | \$400                                                                | \$0                                       | \$525                                        | \$0                                                          | \$200                                           |
| Amend Comp. Plan                                  | \$746                                                                                      | n/a                                                                  | \$500 + \$25 per lot* + legal review      | n/a                                          | \$500                                                        | \$450, \$300 w/rezone                           |
| Rezoning                                          | \$530 (1st 5 acres) + \$75 per each add'l 5 acres (\$2,000 max)                            | \$300/1st 3 acres + \$25 ea add'l acres (Max. \$2,000)               | \$750 1st 30 acres + \$900 30+ acres      | \$750/1st 5 acres + \$100 ea add'l 5 acres   | \$500/5 acres; \$1000/5-10 ac; \$2500/>10 acres              | \$400 + \$30/acre                               |
| Zoning Postponement                               | n/a                                                                                        | \$200                                                                | n/a                                       | n/a                                          | n/a                                                          | \$200 + new notice fees                         |
| Zoning Verification                               | \$56                                                                                       | \$50                                                                 | \$50                                      | \$50                                         | \$50                                                         | \$50                                            |
| Newspaper Notice                                  | n/a (all notices included in fees with up to 50 mailed. Add'l notice is \$75 + \$1/mailed) | 150 + \$2/notice                                                     | \$275 for two published newspaper notices | n/a                                          | \$300                                                        | \$150                                           |
| Planned Unit Development                          | \$1,080 (1st 5 acres) + \$100 per each add'l 5 acres (\$4,000 max)                         | \$2,000 + \$75/acre after 10 acres (\$10,000 max)                    | \$2,000 + \$200/acre (\$5,000 max)        | \$2,750 to 20 acres + \$100 ea add'l 5 acres | \$2,500 < 50 acres + \$5,000 > 50 acres                      | \$2,000 + \$40/acre                             |
| Planned Unit Development (Major Amendment to PUD) |                                                                                            |                                                                      | \$1,500 + notification                    | 75% of regular PUD fee                       |                                                              | Half Original Fee                               |
| Minor Planned Unit Development                    | -                                                                                          | -                                                                    | \$500                                     | -                                            | -                                                            | \$400 + \$30/acre                               |
| Development Agreement                             | \$3,140 + staff time + legal fees                                                          | -                                                                    | -                                         | \$1,025                                      | -                                                            | \$1,000 + \$4,000 deposit legal                 |
| Special District - PIDs/MUDs                      | \$20,650                                                                                   | -                                                                    | -                                         | -                                            | -                                                            | \$2,500 + \$5,000 deposit legal                 |
| Special Use Permit                                | \$942                                                                                      | \$300/1st 3 acres + \$25 ea add'l acre (Max. \$2,000)                | -                                         | \$325                                        | \$750 first 5 acres + \$1,250 5-10 acres + \$2,500 >10 acres | \$400 (\$200 extension fee once permit expires) |
| SUBDIVISIONS                                      |                                                                                            |                                                                      |                                           |                                              |                                                              |                                                 |
| Concept Plan                                      | n/a                                                                                        | n/a                                                                  | \$500 + \$25 per lot                      | n/a                                          | n/a                                                          | \$400 + \$6/lot or acre                         |
| Short Form                                        | \$4,015                                                                                    | \$500 plus \$50 (eng)                                                | \$300 + legal review                      | \$525                                        | \$15/lot (\$515 min)                                         | \$550                                           |
| Amending Plat                                     | \$2,487                                                                                    | \$500 plus \$50 (eng)                                                | \$500 + \$25/lot + legal review           | \$525 + \$25/lot                             | \$15/lot (\$515 min)                                         | \$500                                           |
| Preliminary Plat                                  | \$5,200 + \$20 per acre or lot                                                             | \$500 + \$48 per lot or acre plus \$750 + \$10 per lot or acre (eng) | \$500 + \$25/lot + legal review           | \$1,575+\$25/lot+\$20/acre ROW               | \$30/lot (\$1000 min)                                        | \$1,000 + \$50/lot or acre                      |
| Minor Revision Preliminary Plat                   |                                                                                            |                                                                      |                                           | 75% of Preliminary Plat Fee                  |                                                              | 10% of Original Preliminary Plat Fee            |
| Final Plat                                        | \$3,630 + \$25 per lot or acre                                                             | \$700 + \$8 per lot or acre plus \$500 + \$5 per lot or acre (eng)   | \$500 + \$25/lot + legal review           | \$1,025+25/lot+20/acre ROW                   | \$15/lot (\$500 min)                                         | \$750 + \$20/lot or acre                        |



|                                                            |                                                                        |                                                                                                                                                                                                                                 |                                                                                                               |                                                                                                               |                                                                   |                                                                                                   |
|------------------------------------------------------------|------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| Const. Plan Rev./Insp.                                     | \$1,036 (minor); \$4,170 + \$100 per ac/lot over 1 ac/lot/esmt (major) | (A) <50,000: \$0.04/sf + \$125 inspection; (B) 50,000-100,000: \$0.02/sf + (A) + \$150 inspection; (c) 100,000-200,000: \$0.01/sf + (A) + (B) + \$250 inspection; (D) > 200,000: \$0.002+sf +(A) + (B) + (C) + \$500 inspection | Inspection: 1.5% of const.                                                                                    | 0.3% of OPC (review) + 3% of const. (inspection)                                                              | \$500 + 3.5% of const. (initial); \$100 per inspection after that | 3.5% of const.                                                                                    |
| Subdivision Application or Approval Extension              | \$1,036                                                                | \$300                                                                                                                                                                                                                           | -                                                                                                             | \$250                                                                                                         | -                                                                 | \$200                                                                                             |
| Plat Vacation                                              | \$1,036                                                                | \$100                                                                                                                                                                                                                           | \$500 + legal review (easement release \$250 + legal review)                                                  | \$525                                                                                                         | \$250                                                             | \$250                                                                                             |
| Street Name Change                                         |                                                                        | \$250                                                                                                                                                                                                                           |                                                                                                               |                                                                                                               |                                                                   | \$0                                                                                               |
| Plat Recordation Processing Fee                            |                                                                        |                                                                                                                                                                                                                                 |                                                                                                               | \$50                                                                                                          |                                                                   | \$0                                                                                               |
| SITE DEVELOPMENT                                           |                                                                        |                                                                                                                                                                                                                                 |                                                                                                               |                                                                                                               |                                                                   |                                                                                                   |
| Site Plan Review/Inspection                                | \$5,200 + \$175 per acre over 1 acre                                   | (A) <50,000: \$0.04/sf + \$125 inspection; (B) 50,000-100,000: \$0.02/sf + (A) + \$150 inspection; (C) 100,000-200,000: \$0.01/sf + (A) + (B) + \$250 inspection; (D) > 200,000: \$0.002+sf +(A) + (B) + (C) + \$500 inspection | \$2,000 (sites up to one acre) + \$200 per additional acre (partial acres pro-rated); This includes 3 reviews | \$1,025 + \$100/ac + inspection fees (3% of const cost if incl public improvements; \$200 + \$0.05 per sq ft) | \$0.06/sf imprevious cover (\$265 - \$10,015)                     | \$500 + \$0.05 per sqft of imprevious cover + \$500 inspection fee                                |
| Site Development Reinspection Fee                          | -                                                                      | -                                                                                                                                                                                                                               | \$500 per addition review                                                                                     | -                                                                                                             | \$100 per inspection past 2 inspections                           | \$200 after the second site inspection                                                            |
| Site Development Application Extension                     |                                                                        |                                                                                                                                                                                                                                 |                                                                                                               |                                                                                                               |                                                                   | \$0                                                                                               |
| MISCELLANEOUS                                              |                                                                        |                                                                                                                                                                                                                                 |                                                                                                               |                                                                                                               |                                                                   |                                                                                                   |
| Legal Lot Determination                                    | \$56                                                                   | \$100                                                                                                                                                                                                                           | n/a                                                                                                           | \$50                                                                                                          | \$0                                                               | \$100                                                                                             |
| Review of TIA                                              | \$515 + engineer review fees @ \$150/hr\$150/hr                        | \$1,500 - \$3,700                                                                                                                                                                                                               | n/a                                                                                                           | \$400 + consultant review fees                                                                                | 1/2 current TIA rate                                              | \$800 + \$100 per page (1/2 fee is required if an outside consultant is used)                     |
| Variance, Waiver                                           | \$705 (zoning) + \$1,006 (subd.)                                       | \$100/variance                                                                                                                                                                                                                  | \$500 + mailed and sign notification                                                                          | \$325 (subd) + \$424 (zoning)                                                                                 | \$200 (subd) + \$275 (BOA)                                        | \$400                                                                                             |
| Appeal                                                     | \$1,341 ( 100% refunded if appeal is ganted)                           | \$500 + recovery fee                                                                                                                                                                                                            | \$100                                                                                                         | 150 (CC) + 200 (ZBA)                                                                                          | \$50 per requirement                                              | \$400                                                                                             |
| Legal Review Fees                                          | \$225/hr                                                               | \$200                                                                                                                                                                                                                           | \$100 - Concept plan and Plats + \$50 - Vacations                                                             | n/a                                                                                                           | \$250 per application                                             | \$250                                                                                             |
| Review Resubmittal Fees for Subdivision & Site Development | \$1,030 (after 3rd SD submission)                                      | -                                                                                                                                                                                                                               | \$500 (after 3rd SD review)                                                                                   | \$250 (after 3rd SD Review)                                                                                   | \$250 after 3rd review                                            | \$1,000 (after 2nd review with Standard Review); \$500 (after 3rd review with Alternative Review) |

BUILDING PERMIT / INSPECTION FEES

|                                            | Georgetown                                                                                                            | Cedar Park                                                                                   | Round Rock | Hutto                                  | Pflugerville                                                                       | Leander                                                |
|--------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|------------|----------------------------------------|------------------------------------------------------------------------------------|--------------------------------------------------------|
| RESIDENTIAL PERMITS (New Construction)     |                                                                                                                       |                                                                                              |            |                                        |                                                                                    |                                                        |
| Master Plan Review                         | the fees as determined by ICC at the time of submittal                                                                | \$25 w/master, \$35 w/o master, \$35 for master                                              | -          |                                        | \$70 per plan                                                                      | \$50.00 per plan                                       |
| Plan Review (up to 3000 sq ft)             | no fees will be charged.                                                                                              | \$35                                                                                         | -          | included in new residential permit fee | -                                                                                  | \$50.00 w/o Master - \$20 w/ Master (up to 3000 sq ft) |
| Plan Review (3000 sq ft or greater)        | plans review fee shall be one-half of the building permit fee payable at the time of issuance of the building permit. | -                                                                                            | -          | included in new residential permit fee | -                                                                                  | \$0.05 per sq ft                                       |
| Building Permit                            | \$0.50 per/sqft                                                                                                       | \$.10 per sq. ft. for total foundation/floor area including porches and patios, minimum \$25 | \$50       | \$1,600                                | Single Family: \$0.32 per/sqft; Duplex: \$0.37 per/sqft; Townhome: \$0.05 per/sqft | \$0.15 sq ft (total foundation/floor) (\$40 minimum)   |
| Mechanical Permit                          | \$50 + \$10 Tech Fee                                                                                                  | \$100 per living unit plus \$25 per floor above 1st floor.                                   | -          | -                                      | \$60 per Dwelling                                                                  | \$0.15 sq ft (total foundation/floor) (\$40 minimum)   |
| Plumbing Permit                            | \$50 + \$10 Tech Fee                                                                                                  | \$.10 per sq. ft. for total foundation/floor area, minimum \$25                              | -          | -                                      | \$60 per Dwelling                                                                  | \$0.15 sq ft (total foundation/floor) (\$40 minimum)   |
| Electrical Permit                          | \$50 + \$10 Tech Fee                                                                                                  | \$.10 per sq. ft. for total foundation/floor area including porches and patios, minimum \$25 | -          | -                                      | \$60 per Dwelling                                                                  | \$0.15 sq ft (total foundation/floor) (\$40 minimum)   |
| RESIDENTIAL PERMITS (Remodel or Additions) |                                                                                                                       |                                                                                              |            |                                        |                                                                                    |                                                        |
| Plan Review                                | the fees as determined by ICC at the time of submittal                                                                | \$35.00 each                                                                                 | -          | included in new residential permit fee | \$40 per plan                                                                      | \$50.00                                                |
| Building Permit                            | \$0.50 per/sqft                                                                                                       | \$50                                                                                         | -          | Remodel: \$57; Addition: \$32          | Remodel: \$80; Addition: \$240                                                     | \$40                                                   |
| Mechanical Permit (If Applicable)          | \$50 + \$10 Tech Fee                                                                                                  | \$50                                                                                         | -          | -                                      | \$60 per Dwelling                                                                  | \$40                                                   |
| Electrical Permit (If Applicable)          | \$50 + \$10 Tech Fee                                                                                                  | \$50                                                                                         | -          | -                                      | \$60 per Dwelling                                                                  | \$40                                                   |
| Plumbing Permit (If Applicable)            | \$50 + \$10 Tech Fee                                                                                                  | \$50                                                                                         | -          | -                                      | \$60 per Dwelling                                                                  | \$40                                                   |
| MANUFACTURED HOMES                         |                                                                                                                       |                                                                                              |            |                                        |                                                                                    |                                                        |
| Plan Review                                | the fees as determined by ICC at the time of submittal                                                                | \$25                                                                                         | -          | -                                      | -                                                                                  | \$50.00                                                |



|                                              |                                                                                                                                                                                                        |                                                                 |   |                                                                                           |                                  |                                                         |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|---|-------------------------------------------------------------------------------------------|----------------------------------|---------------------------------------------------------|
| Building Permit                              | -                                                                                                                                                                                                      | \$.10 per sq. ft., minimum \$25                                 | - | \$107                                                                                     | -                                | \$0.15 per sq ft (\$40 minimum)                         |
| Mechanical Permit                            | \$50 + \$10 Tech Fee                                                                                                                                                                                   | \$25                                                            | - | -                                                                                         | -                                | \$40.00                                                 |
| Electrical Permit                            | \$50 + \$10 Tech Fee                                                                                                                                                                                   | \$25                                                            | - | -                                                                                         | -                                | \$40.00                                                 |
| Plumbing Permit                              | \$50 + \$10 Tech Fee                                                                                                                                                                                   | \$25                                                            | - | -                                                                                         | -                                | \$40.00                                                 |
| <b>COMMERCIAL PERMITS (New Construction)</b> |                                                                                                                                                                                                        |                                                                 |   |                                                                                           |                                  |                                                         |
| Plan Review                                  | the plan review fee shall be one-half of the total building permit fee, plus a Fire Services review fee which is determined by fire department.                                                        | \$35.00 each                                                    | - | 65% of commercial building permit fee                                                     | -                                | \$0.13 per sq ft (up to 10000 sq ft)+\$50 per 1000 over |
| Building Permit                              | Building permit fees are based on building valuation determined by the total square feet of the structure which excludes: parking lot, driveway and sidewalk multiplied by the amount found on the ICC | \$.10 per sq. ft. for total foundation/floor area, minimum \$35 | - | fees are based on building valuation determined by the total square feet of the structure | \$700 Flat Fee + \$0.06 per sqft | \$0.15 per sq ft (\$40.00 minimum)                      |
| Mechanical Permit                            | \$50 + \$10 Tech Fee                                                                                                                                                                                   | \$100 for 1st 2,500 sq. ft., \$75/ea add'l 2,500 sq. ft.        | - | -                                                                                         | \$30 per Unit                    | \$0.15 per sq ft (\$40.00 minimum)                      |
| Electrical Permit                            | \$50 + \$10 Tech Fee                                                                                                                                                                                   | \$.15 per sq. ft                                                | - | -                                                                                         | \$30 per Unit                    | \$0.15 per sq ft (\$40.00 minimum)                      |
| Plumbing Permit                              | \$50 + \$10 Tech Fee                                                                                                                                                                                   | \$.10 per sq. ft. for total foundation/floor area, minimum \$35 | - | -                                                                                         | \$30 per Unit                    | \$0.15 per sq ft (\$40.00 minimum)                      |
| Flatwork                                     | -                                                                                                                                                                                                      | -                                                               | - | -                                                                                         | -                                | \$0.15 per sq ft (\$40.00 minimum)                      |
| Temporary Certificate of Occupancy           | \$100                                                                                                                                                                                                  | \$35                                                            | - | \$57                                                                                      | -                                | \$40.00                                                 |
| <b>COMMERCIAL PERMITS (Remodel)</b>          |                                                                                                                                                                                                        |                                                                 |   |                                                                                           |                                  |                                                         |
| Plan Review                                  | \$0.50 per sq ft                                                                                                                                                                                       | \$35.00 each                                                    | - | -                                                                                         | -                                | \$0.06 per sq ft                                        |

|                                           |                      |                                                                 |   |                                                                                           |                       |                                                                    |
|-------------------------------------------|----------------------|-----------------------------------------------------------------|---|-------------------------------------------------------------------------------------------|-----------------------|--------------------------------------------------------------------|
| Building Permit                           | -                    | \$50                                                            | - | fees are based on building valuation determined by the total square feet of the structure | -                     | \$0.15 sq ft (calculated work area) (\$40.00 minimum)              |
| Mechanical Permit                         | \$50 + \$10 Tech Fee | \$50                                                            | - | -                                                                                         | -                     | \$0.15 sq ft (calculated work area) (\$40.00 minimum)              |
| Electrical Permit                         | \$50 + \$10 Tech Fee | \$50                                                            | - | -                                                                                         | -                     | \$0.15 sq ft (calculated work area) (\$40.00 minimum)              |
| Plumbing Permit                           | \$50 + \$10 Tech Fee | \$50                                                            | - | -                                                                                         | -                     | \$0.15 sq ft (calculated work area) (\$40.00 minimum)              |
| Flatwork                                  | -                    | -                                                               | - | -                                                                                         | -                     | \$0.15 sq ft (\$40.00 minimum)                                     |
| Temporary Certificate of Occupancy        | \$100                | \$35                                                            | - | \$57                                                                                      | \$100 per initial TCO | \$40                                                               |
| COMMERCIAL SHELL BUILDING                 |                      |                                                                 |   |                                                                                           |                       |                                                                    |
| Plan Review                               | -                    | -                                                               | - | -                                                                                         | -                     | \$0.13 per sq ft – 1st 10,000 sq ft + \$50 per 1000 sq ft          |
| Building Permit                           | -                    | \$.10 per sq. ft. for total foundation/floor area, minimum \$35 | - | -                                                                                         | -                     | \$0.15 sq ft (\$40.00 minimum)                                     |
| Mechanical Permit (If Applicable)         | \$50 + \$10 Tech Fee | -                                                               | - | -                                                                                         | -                     | \$0.15 sq ft (\$40.00 minimum)                                     |
| Electrical Permit                         | \$50 + \$10 Tech Fee | \$.10 per sq. ft. for total foundation/floor area, minimum \$35 | - | -                                                                                         | -                     | \$0.15 sq ft (\$40.00 minimum)                                     |
| Plumbing Permit                           | \$50 + \$10 Tech Fee | \$0.05 per lin. ft. (excluding fire sprinkler system lines)     | - | -                                                                                         | -                     | \$0.05 per linear ft of all lines (excluding fire lines)(\$40 min) |
| Flatwork                                  | -                    | -                                                               | - | -                                                                                         | -                     | \$0.15 sq ft (\$40.00 minimum)                                     |
| COMMERCIAL (New) LEASING SPACE FINISH-OUT |                      |                                                                 |   |                                                                                           |                       |                                                                    |
| Plan Review                               | -                    | \$35.00 each                                                    | - | -                                                                                         | -                     | \$0.06 per sq ft                                                   |
| Building Permit                           | -                    | \$.10 per sq. ft. for total foundation/floor area, minimum \$35 | - | -                                                                                         | -                     | \$0.15 per sq ft (\$40 minimum)                                    |
| Mechanical Permit                         | \$50 + \$10 Tech Fee | -                                                               | - | -                                                                                         | -                     | \$100.00                                                           |



|                                        |                       |                                                                                                                                         |                                                                                                                                                                                                                                                                                                                       |      |                       |                                    |
|----------------------------------------|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------|------------------------------------|
| Electrical Permit                      | \$50 + \$10 Tech Fee  | \$.05 per sq. ft. for total foundation/floor area, minimum \$35                                                                         | -                                                                                                                                                                                                                                                                                                                     | -    | -                     | \$0.05 per sq ft (\$40 minimum)    |
| Plumbing Permit                        | \$50 + \$10 Tech Fee  | \$.05 per sq. ft. for total foundation/floor area, minimum \$35                                                                         | -                                                                                                                                                                                                                                                                                                                     | -    | -                     | \$0.10 per sq ft (\$40 minimum)    |
| Coolers / Freezers                     | -                     | \$25                                                                                                                                    | -                                                                                                                                                                                                                                                                                                                     | -    | -                     | \$40.00 ea                         |
| Flatwork                               | -                     | -                                                                                                                                       | -                                                                                                                                                                                                                                                                                                                     | -    | -                     | \$0.15 per sq ft (\$40 minimum)    |
| Temporary Certificate of Occupancy     | \$100                 | -                                                                                                                                       | -                                                                                                                                                                                                                                                                                                                     | \$57 | \$100 per initial TCO | \$40.00                            |
| TEMPORARY CONSTRUCTION / SALES TRAILER |                       |                                                                                                                                         |                                                                                                                                                                                                                                                                                                                       |      |                       |                                    |
| Plan Review                            | -                     | -                                                                                                                                       | -                                                                                                                                                                                                                                                                                                                     | -    | -                     | \$20                               |
| Building Permit                        | \$150 + \$10 Tech fee | \$.10 per sq. ft., minimum \$35                                                                                                         | -                                                                                                                                                                                                                                                                                                                     | \$37 | -                     | \$0.15 per sq ft (\$40.00 minimum) |
| Mechanical Permit                      | -                     | \$25                                                                                                                                    | -                                                                                                                                                                                                                                                                                                                     | -    | -                     | \$40                               |
| Electrical Permit                      | -                     | <b>Residential:</b> \$25 for up to 100 amp, \$40 for over 100 amp;<br><b>Commercial:</b> \$50 for up to 200 amp, \$100 for over 200 amp | -                                                                                                                                                                                                                                                                                                                     | -    | -                     | \$40                               |
| Plumbing Permit                        | -                     | \$25                                                                                                                                    | -                                                                                                                                                                                                                                                                                                                     | -    | -                     | \$40                               |
| ACCESSORY STRUCTURE PERMITS            |                       |                                                                                                                                         |                                                                                                                                                                                                                                                                                                                       |      |                       |                                    |
| Plan Review                            | -                     | \$25                                                                                                                                    | -                                                                                                                                                                                                                                                                                                                     | -    | -                     | \$20.00                            |
| Building Permit                        | -                     | \$.10 per sq. ft., minimum \$35                                                                                                         | Residential:<br>Storage Sheds (plastic / wooden) without electrical and/or plumbing \$50.00<br>Pergola without electrical and/or plumbing: \$125.00<br>Gazebos without electrical and/or plumbing \$200.00<br>Pergola, Gazebo, Outdoor Kitchen, Studio Shed, Detached Garage with electrical and/or plumbing \$300.00 | -    | -                     | \$0.15 per sq ft (\$40 minimum)    |

|                                                |                      |                                                      |                                                                                                      |                                         |                                                                                                                                                                         |                                 |
|------------------------------------------------|----------------------|------------------------------------------------------|------------------------------------------------------------------------------------------------------|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| Mechanical Permit (If Applicable)              | -                    | -                                                    | -                                                                                                    | -                                       | -                                                                                                                                                                       | \$0.15 per sq ft (\$40 minimum) |
| Electrical Permit (If Applicable)              | -                    | -                                                    | -                                                                                                    | -                                       | -                                                                                                                                                                       | \$0.15 per sq ft (\$40 minimum) |
| Plumbing Permit (If Applicable)                | -                    | -                                                    | -                                                                                                    | -                                       | -                                                                                                                                                                       | \$0.15 per sq ft (\$40 minimum) |
| <b>SWIMMING POOL ( Above and In-Ground)</b>    |                      |                                                      |                                                                                                      |                                         |                                                                                                                                                                         |                                 |
| Plan Review                                    | \$0                  | \$25                                                 | -                                                                                                    | -                                       | \$40 per plan                                                                                                                                                           | \$20                            |
| Building Permit                                | \$100                | \$.10 per sq. ft., minimum \$25                      | Spa (Hot Tub) OR Above Ground Pool:<br>Permit Fee: \$125.00; In Ground<br>Swimming Pool Fee \$350.00 | \$32 + \$.10/sq ft if over 200 sq<br>ft | <b>Above ground/Hot Tub:</b><br>\$60 per permit; <b>Inground (</b><br><b>no heater):</b> \$158 per<br>permit; <b>Inground (with</b><br><b>heater):</b> \$204 Per Permit | \$160                           |
| Electrical Permit                              | -                    | \$25                                                 | -                                                                                                    | -                                       | -                                                                                                                                                                       | \$40                            |
| Gas Test (if gas heated)                       | -                    | \$25                                                 | -                                                                                                    | -                                       | -                                                                                                                                                                       | \$40                            |
| <b>GASOLINE STORAGE PERMITS</b>                |                      |                                                      |                                                                                                      |                                         |                                                                                                                                                                         |                                 |
| Fuel Pumps                                     | -                    | \$50                                                 | -                                                                                                    | -                                       | -                                                                                                                                                                       | \$50.00 each                    |
| Underground Bulk Storage                       | -                    | \$100                                                | -                                                                                                    | -                                       | -                                                                                                                                                                       | \$100.00 each)                  |
| <b>MISCELLANEOUS BUILDING PERMITS</b>          |                      |                                                      |                                                                                                      |                                         |                                                                                                                                                                         |                                 |
| Mechanical (Stand Alone)                       | -                    | -                                                    | -                                                                                                    | -                                       | -                                                                                                                                                                       | \$40                            |
| Electrical (Stand Alone)                       | -                    | -                                                    | -                                                                                                    | -                                       | -                                                                                                                                                                       | \$40                            |
| Plumbing (Stand Alone)                         | -                    | -                                                    | -                                                                                                    | -                                       | -                                                                                                                                                                       | \$40                            |
| Water Heater Install / Change out              | -                    | \$25                                                 | -                                                                                                    | \$57                                    | -                                                                                                                                                                       | \$40                            |
| Water Softener Install                         | -                    | \$25                                                 | -                                                                                                    | \$57                                    | -                                                                                                                                                                       | \$40                            |
| Demolition Permit                              | \$150 +\$10 Tech Fee | \$50 (commercial and<br>residential)                 | \$50                                                                                                 | Residential: \$57; Commercial:<br>\$157 | \$50                                                                                                                                                                    | \$100                           |
| Driveway Culvert Permit                        | -                    | -                                                    | -                                                                                                    | -                                       | -                                                                                                                                                                       | \$100                           |
| Plan Review                                    | -                    | -                                                    | -                                                                                                    | -                                       | -                                                                                                                                                                       | \$20                            |
| Irrigation Plan Review                         | -                    | -                                                    | -                                                                                                    | -                                       | \$30 per plan                                                                                                                                                           | \$20                            |
| Residential Irrigation plus plan<br>review fee | -                    | \$25                                                 | \$50                                                                                                 | -                                       | -                                                                                                                                                                       | \$50                            |
| Commercial Irrigation plus plan<br>review fee  | -                    | \$50 plus \$25 per each addit.<br>backflow preventer | -                                                                                                    | -                                       | -                                                                                                                                                                       | \$50.00 per backflow device     |



|                                            |                                                                                   |                                     |                                                                                                                                                                                                                                                                        |                                               |                         |                                                           |
|--------------------------------------------|-----------------------------------------------------------------------------------|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|-------------------------|-----------------------------------------------------------|
| Sign Permit (including copy changes)       | \$100 + \$10 Tech Fee                                                             | \$2.00 per sq. ft., \$50.00 minimum | \$35 per \$2,000 valuation up to \$15,000<br>\$125 for first \$15,000 plus \$4 for each additional 1,000 up to \$50,000<br>\$260 for first \$50,000 plus \$3 for each additional 1,000 up to \$100,000<br>\$400 for first \$100,000 plus \$2 for each additional 1,000 | \$5/sq ft of sign facing + \$7 technology fee | \$100 per permit        | \$40.00 or \$2.00 per sq ft whichever is greater          |
| Fence Permit                               | \$50 + \$10 Tech fee                                                              | -                                   | -                                                                                                                                                                                                                                                                      | -                                             | -                       | \$10.00 (per address)                                     |
| Garage Sale Permit                         | -                                                                                 | -                                   | -                                                                                                                                                                                                                                                                      | -                                             | -                       | No charge                                                 |
| Search Light                               | -                                                                                 | \$100                               | -                                                                                                                                                                                                                                                                      | -                                             | -                       | \$50                                                      |
| Structure Move Permit                      | -                                                                                 | \$50                                | -                                                                                                                                                                                                                                                                      | -                                             | -                       | \$55                                                      |
| Re-Inspection Fees (Residential)           | 1st - \$50, 2nd - \$100, 3rd - \$150 , *After 3rd time, 2 day hold on inspections | -                                   | -                                                                                                                                                                                                                                                                      | -                                             | \$100 per re-inspection | \$100.00 ea                                               |
| Re-Inspection Fees (Commercial)            | 1st & 2nd - No Charge, 3rd - \$75, 4th - \$100, 5th - \$150                       | -                                   | -                                                                                                                                                                                                                                                                      | -                                             | \$100 per re-inspection | \$100.00 ea                                               |
| <b>REAL ESTATE OPEN HOUSE SIGNS</b>        |                                                                                   |                                     |                                                                                                                                                                                                                                                                        |                                               |                         |                                                           |
| Annual Real Estate Office Registration Fee | -                                                                                 | -                                   | -                                                                                                                                                                                                                                                                      | -                                             | -                       | \$50.00 per office or brokerage                           |
| Annual Open House Sign Fee                 | -                                                                                 | -                                   | -                                                                                                                                                                                                                                                                      | -                                             | -                       | \$5.00 per sign                                           |
| Sign Recovery Fee                          | -                                                                                 | -                                   | -                                                                                                                                                                                                                                                                      | -                                             | -                       | \$15.00 per sign if retrieved from the city within 7 days |



**EXECUTIVE SUMMARY**  
**07/28/2023**

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**AGENDA SUBJECT:**

Update on Development Process Review recommendation

**BACKGROUND:**

BerryDunn was selected by the City Council to conduct an evaluation of the City of Leander's Development Process. This evaluation included:

1. Soliciting feedback from the development community
2. Review of the Development Services processes
3. Provide recommendation for improvements

The final report was provided to the City Council on October 20, 2022. This report included several recommendations. Since the receipt of the report, staff has worked diligently to implement the recommendations presented by BerryDunn.

**APPLICANT/AGENT:**

City of Leander

**PRESENTER:**

Robin M. Griffin, AICP, Executive Director of Development Services

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**Attachments**

1. PowerPoint
2. Development Process Review Implementation
3. Surveys





# BerryDunn Findings

1. The application submittal process involves several steps and is time consuming for applicants and staff.

COMPLETE The second completeness check was removed from the process with the launch of the Development Hub.

2. There is a limited window for application submittal.

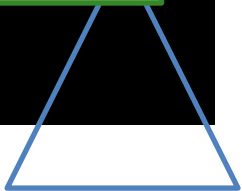
COMPLETE Applications may now be submitted at any time with the launch of the Development Hub.

3. The internal review process involves multiple programs across several departments and does not include a standard process for communication among reviewers.

COMPLETE Bluebeam licenses have been purchased and staff is participating in training. The Development Hub launched in 2022.

4. There are not adequate coordination meetings for departments involved in the department review process.

COMPLETE The City of Leander launched Teams in the spring of 2023.





# BerryDunn Findings

5. COT applicant are often uninformed about the review process and frequently submit incomplete applications.

PENDING Staff is in the process of updating the COT process and is working on guides for customers.

7. It is difficult for applicants to find information and resources related to development review processes on the City website.

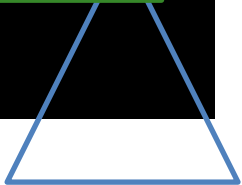
INCOMPLETE The City is partnering with CivicPlus to upgrade the website. The update is estimated to be completed in the fall.

6. The development review process involves the use of multiple systems which can be time consuming for staff and confusing for applicants.

COMPLETE The Development Hub now includes all departments and the majority of the applications.

8. Business partners do not feel they are provided opportunities to share input on policy and regulatory changes.

COMPLETE The City held the first Developer Forum in partnership with the Chamber. Staff is also meeting with the HBA and ACEA.







# BerryDunn Findings

9. There is no standard process for internal communication during the development review process and staff are challenged to manage emails.

COMPLETE The City of Leander launched Teams in the spring of 2023.

11. Staff and business partners are concerned about high turnover in the Engineering Department and the effect on the process.

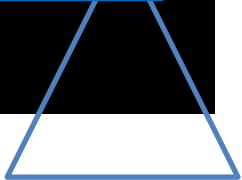
COMPLETE The Engineering Department is using third-party reviewers and a new City Engineer started at the end of 2022.

10. The review of revisions is not prioritized, resulting in a lengthy review process.

COMPLETE Our process includes a reduced review time for revisions and follow up reviews.

12. Business partners expressed a challenge in receiving timely response to emails and phone calls.

PENDING A customer service policy has been established and staff is working to create standards for metrics for phone email inquiries.





# BerryDunn Findings

**13. The City currently defaults to the City of Austin's engineering standards with a few exceptions, which can be confusing to developers.**

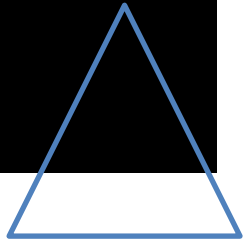
PENDING The Engineering Department is working on a standard set of requirements for projects that will supplement the City of Austin standards.

**14. There is no master checklist of requirements for different types of inspections.**

COMPLETE Checklists are available to the public for the inspection and close out process.

**15. The City is often challenged to manage staff workloads**

COMPLETE The Planning, Engineering, Permits and Fire Departments all use third party reviewers and inspectors as needed.





# DEVELOPER FORUM

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## DEVELOPER FORUM UPDATE

- Forum was held on July 19 from 11:30 a.m. to 1:00 p.m.
- 15 Developers participated in the forum
- Topics included:
  - Economic Development
    - ❖ Area Leakage
    - ❖ Destination Restaurant Incentive Program
  - Development Services
    - ❖ Development Hub Update
    - ❖ Development Dashboard / Camino
    - ❖ Pending Ordinance Updates
  - Engineering Department
    - ❖ Transportation Master Plan updates
    - ❖ CIP project
    - ❖ GIS Interactive Map

# DEVELOPER FORUM

## DEVELOPER FORUM UPDATE

- Developer Questions
  - Status of TIRZ
  - Specific Project Status
- Survey
  - A survey was sent to all participants
- Feedback
  - Received requests for virtual options
  - More feedback may be available when we receive the survey results

### Developer Forum Survey

Thank you for participating in the City of Leander Developer Forum on Wednesday, July 19! Please complete our brief survey below. Your feedback will help us improve development services in Leander.

**Did you find the Developer Forum helpful?\***

Strongly disagree Disagree Neutral Agree Strongly agree

**What did you like or dislike most?\***

1000

**What other topics would you like to hear about?**  
(Optional)

1000

Submit



# SURVEYS

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## DEVELOPMENT SERVICES SURVEYS

- Staff has created and distributed the surveys for the following process:
  - Pre-Development Meetings
  - Development Hub
  - Developer Forum
- Pending Surveys
  - Staff is working on surveys regarding different steps in the process.
- Survey Results
  - Survey results will be provided as part of the Development Services Monthly Report.
  - Results will be considered when evaluating different steps of the process.

# SURVEYS

## DEVELOPMENT HUB SURVEY

**Development Hub Customer Survey**

Please complete our brief survey. Your feedback will help us to improve the Development Hub.

**Your Name**  
(Optional)

**Are you a\***  
(Choose one or more options)

☐ Resident of Leander

☐ Property Owner

☐ Real Estate Agent

☐ Developer

☐ Engineer

☐ Project Agent

☐ Contractor (General, Electrical, Mechanical, etc.)

**How long have you been using the Development Hub?\***

☐ I haven't yet

☐ 1 month or less

☐ 3 months or less

☐ Since the Hub went live in September 2022

**Did you find that it was easy to create an account in the Hub?\***

☐ Yes

☐ No

**How would you rate the ease of navigating the Hub?\***

☐ Strongly disagree

☐ Disagree

☐ Neutral

☐ Agree

☐ Strongly agree

**How would you rate the ease of uploading files?\***

☐ Strongly disagree

☐ Disagree

☐ Neutral

☐ Agree

☐ Strongly agree

**How would you rate the ease of paying fees online?\***

☐ Strongly disagree

☐ Disagree

☐ Neutral

☐ Agree

☐ Strongly agree

**How would you rate the ease of scheduling an inspection?\***

☐ Strongly disagree

☐ Disagree

☐ Neutral

☐ Agree

☐ Strongly agree

**If you have any additional comments or feedback, leave them here.**  
(Optional)

1000

**And, if you have any lingering questions, include them here with your email and one of our coordinators will get back to you.**  
(Optional)

1000



# SURVEYS

## PRE-DEVELOPMENT MEETING SURVEY

**City of Leander - Pre-Development Meeting Customer Survey**

**Your Name**  
(optional)

**Project Name**  
(optional)

**Your Role\***

☐ Owner

☐ Developer

☐ Agent

☐ Other

**Type of Project\***

☐ Single Family Residential

☐ Multi-Family Residential

☐ Commercial

**How long did it take to schedule the Pre-Development Meeting?\***

☐ Less than 1 week

☐ 2 weeks

☐ 3 weeks

☐ 4 weeks or more

**Were your questions addressed during the meeting?\***

☐ Yes ☐ No

**How helpful were the meeting notes?\***

☐ Very helpful ☐ Somewhat helpful ☐ Not very helpful ☐ Not helpful at all

**How would you rate the courteousness of the staff who worked with you on your application?**

☐ Excellent ☐ Good ☐ Satisfactory ☐ Needs Improvement

**How would you rate the overall experience with the City of Leander Pre-Development Meeting process?\***

☐ Excellent ☐ Good ☐ Satisfactory ☐ Needs Improvement

**What other comments would you like to make?**  
(Optional)

# DEVELOPMENT PROCESS REVIEW

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## TIMELINE:

- 10/04/2021 – Award Solicitation for Development Process Review was Issued
- 03/22/2022 – Contract with Berry Dunn was issued
- 07/12/2022 to 07/14/2022 – Onsite Stakeholder Meetings were held with Berry Dunn
- 10/20/2022 – Berry Dunn presented the final report to City Council
- 10/24/2022 – Development Hub Launch
- 02/16/2023 – Staff provided an update to the Council regarding implementation of recommendations
- 03/28/2023 – Bluebeam Training Complete
- 04/26/2023 – Microsoft 365 / Teams Launch
- 07/19/2023 – Developer Forum



# DEVELOPMENT PROCESS REVIEW

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## NEXT STEPS

- Launch Camino Software (Summer 2023)
- Complete Change of Tenant Toolkit (Summer/Fall 2023)
- Update City Website (Fall 2023)
- Complete the update of the Engineering Standards (Ongoing)
- Well Check of Development Hub (Winter 2023 – Budget Dependent)
- Follow Up Review with Berry Dunn (Winter 2023 - Budget Dependent)



## DEVELOPMENT PROCESS REVIEW RECOMMENDATIONS

Berry Dunn completed a review of the City of Leander’s Development Process and presented the findings to the City Council during the October 20, 2022 meeting. This review included several recommendations to improve the process. Below, please find the recommendations, their status, and a timeline for implementation.

| Current Challenges and Opportunities for Improvement |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                  |
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| No.                                                  | Challenges                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Opportunities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Status                                                                                                                                                                                                                                           |
| 1                                                    | <b>The application submittal process involves several steps and is time consuming for applicants and staff.</b> Applications go through two rounds of application completeness checks before being deemed complete and ready for the technical review phase. Once an applicant passes the initial completeness check, the applicant must submit for the second completeness round. During this round the application fee is also paid. If the application is deemed complete, staff begin the technical review phase to confirm the application meets all City requirements and the application is scheduled for a Commission meeting. | <b>The City should consider streamlining the application submittal process.</b> Combining the two application completeness checks into one completeness round would reduce the number of steps for applicants and staff. An applicant should be permitted to apply and pay the fee with one completeness round. If an application is deemed incomplete, comments should be provided to the applicant so that the application can be revised. If the application passes the completeness check, it should move forward to the technical review phase and be scheduled for a Commission meeting date.                                                                                                                  | <b>Complete.</b> The submittal process was revised with the launch of the Development Hub. The second completeness check was removed.<br><br><b>10/24/2022 – Launch Day</b>                                                                      |
| 2                                                    | <b>There is a limited window for application submittal.</b> The application submittal period is 8 a.m. – noon every Tuesday. If an applicant misses the submittal window, they have to wait until the following Tuesday to submit the application, which causes the application to be rescheduled for a later Commission meeting. During focus group meetings, business partners also expressed concerns about the limited application submittal period.                                                                                                                                                                               | <b>The City should consider adding more flexibility in the application submittal timeframes.</b><br>More flexibility in submitting applications could help improve the quality of submittals received. During the as-is diagramming process, staff discussed that applicants often rush to submit applications because of the limited submittal time frames. This has resulted in quality assurance issues such as incomplete applications and missing requirements on submittals.<br><br>Development Services maintains yearly calendars that consist of application deadlines with corresponding Commission meeting dates. These calendars should be easily accessible on the City website for the public to view. | <b>Complete.</b> The submittal process was revised with the launch of the Development Hub. Applications and resubmittals may be submitted at any time.<br><br>Submittal calendars have always been online.<br><br><b>10/24/2022 – Launch Day</b> |



| Current Challenges and Opportunities for Improvement |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                       |
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| No.                                                  | Challenges                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Opportunities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Status                                                                                                                                                                                |
| 3                                                    | <p><b>The internal review process involves multiple programs across several departments and does not include a standard process for communication among reviewers.</b> During the fact-finding meetings and as-is diagramming process, staff discussed challenges with having to access multiple programs to coordinate review comments between departments. This process can be cumbersome and time-consuming. A more efficient method should be explored to coordinate staff reviews.</p> | <p><b>The City should consider process improvements to streamline the development review process and make it more business-friendly.</b> Bluebeam Studio can provide a centralized and easily accessible way for multiple staff members to review and comment on a single set of plans. It was noted during the as-is diagramming process that only some of the reviewers use Bluebeam Studio. The City reported that once EnerGov launches, all staff will have Bluebeam Studio licenses. This will be a significant improvement as it will place all plan reviewers on common software. Use of a common software will help to streamline the review process by allowing all reviewers to mark up the same set of plans concurrently. In addition, all reviewers would be able to see comments made by other reviewers and would be able to quickly address areas of discrepancy. Reviewing each other's comments can also provide learning opportunities for staff. Assuming that EnerGov will be implemented by end of 2022, appropriate training resources should be budgeted to help ensure that staff is properly trained to use Bluebeam Studio.</p> | <p><b>Complete.</b> Bluebeam licenses have been acquired and staff is participating in training.</p> <p><b>10/24/2022 – Launch Day</b><br/> <b>03/28/2023 – Training Complete</b></p> |
| 4                                                    | <p><b>There are not adequate coordination meetings for departments involved in the development review process.</b> During fact-finding, staff members said these meetings stopped occurring shortly before the COVID-19 outbreak. Staff members also mentioned that since the pandemic, departments have become more siloed and internal communication has diminished.</p>                                                                                                                  | <p><b>The City should reinstate coordination meetings to improve internal communication and information sharing during the review process.</b> This will help to limit challenges in the development review process and improve staff coordination. Improving internal communication, will have a direct positive impact on external communication to customers and will increase transparency and predictability for business partners of the City. These meetings could also occur using virtual meeting platforms such as Microsoft 365 Teams or Zoom. Both platforms allow for plan reviews through screen-share.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <p><b>Complete.</b> The City has launched Microsoft 365 and Teams.</p> <p><b>04/26/2023 – Teams Launch</b></p>                                                                        |

| Current Challenges and Opportunities for Improvement |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                       |
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| 5                                                    | <p><b>COT applicants are often uninformed about the review process and frequently submit incomplete applications.</b> Many COT applicants are small business owners who are not familiar with the technical requirements of a COT process. During the as-is diagramming process, staff communicated that pre-development meetings are not held for COT applications. It was also acknowledged that there is a need to educate applicants on the process. Applications may require multiple rounds of comments, often because applicants are unfamiliar or uninformed about building, fire, and zoning code requirements.</p> | <p><b>The City should consider integrating additional techniques into the COT process to offer applicants more education and guidance in the beginning, or before, the COT process.</b> Development Services should consider partnering with the Economic Development Department and offer free workshops for small business owners where they can learn about City requirements, such as COT process.</p> <p>A COT toolkit should also be developed, which should include a step-by-step, business-friendly guide that educates business partners on the COT process.</p> <p>Development Services should also have pre-development meetings for COT applicants. During as-is diagramming and fact-finding, staff discussed interest in starting this process. Although this could increase the caseload for pre-development meetings, if applicants receive this guidance upfront, it would help to decrease the number of rounds of staff review and revisions that the COT applications currently go through as a result of applicants being uninformed about process requirements.</p> | <p><b>Pending.</b> Staff is working on materials to share with customers. Once the materials are complete, we will work on a COT toolkit.</p> <p>The kickoff meeting for Camino has been held. This program will help guide the public through the application process.</p> <p><b>The update to the COT process will be completed in August and the toolkit should be completed in September.</b></p> |
| 6                                                    | <p><b>The development review process involves the use of multiple systems which can be time consuming for staff and confusing for applicants.</b> During the fact-finding meetings, staff discussed challenges with having to access multiple systems to review and collect staff comments on PICP projects. EnerGov offers a significant opportunity to help improve communication, organization, and clarity in the process for staff members and applicants.</p>                                                                                                                                                          | <p><b>The use of EnerGov will help to simplify development review processes for staff and applicants.</b> EnerGov presents one centralized location where staff members and applicants will have greater accessibility and visibility to applications in the development review and inspection process. Engineering inspection is currently not part of the EnerGov rollout and including this function in EnerGov should be explored. This could improve coordination in the PICP process and other development processes.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p><b>Complete.</b> The Development Hub has been launched and the Construction Inspectors have accounts so they can participate in the coordination of the PICP process.</p> <p><b>10/24/2022 – Launch Day</b></p>                                                                                                                                                                                    |



| Current Challenges and Opportunities for Improvement |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                               |
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| No.                                                  | Challenges                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Opportunities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Status                                                                                                                                                                                                                                                                                                                                                                                                        |
| 7                                                    | <p><b>It is difficult for applicants to find information and resources related to development review processes on the City website.</b> Staff noted that the website could be more user-friendly and offer better access to information and resources needed in the development process. Centralizing information on the City website could help guide applicants through the land development process. By providing resources to applicants, applicants can be better prepared and more knowledgeable about the process, which can streamline the staff review process.</p> | <p><b>The City website should be used as a common, centralized place for the City's Development Services.</b> There should be a centralized location on the City website where business partners can find the information, they need for different applications in the review process. In addition, the website should be user-friendly and easy to navigate. Development guides and checklists should be available for development review and inspection procedures. Each application should also have a corresponding checklist.</p> <p>The Development Hub featured on the Development Services' webpage should become the "one-stop shop" for the City's development review services.</p> <p>A link to the Development Hub could be provided under the "Business and Development" tab from the City's homepage on the website. Application checklists and guides for various departments could be centralized in one location through the Development Hub.</p> <p>Additionally, a public-facing GIS mapping service (including the City's zoning map, land use map, and special districts) that is accessible and user-friendly for the public would allow users to access property information necessary for preparing development and permit applications. Staff reported that GIS will become part of EnerGov.</p> | <p><b>Incomplete.</b> The update to the website has been budgeted and the City has started the process to engage with a third party to start the update.</p> <p><b>The City is partnering with CivicPlus to upgrade and redesign its public website (<a href="http://www.leandertx.gov">www.leandertx.gov</a>).</b></p> <p><b>The update of the website is estimated to be completed by Fall of 2023.</b></p> |
| 8                                                    | <p><b>Business partners do not feel they are provided opportunities to share input on policy and regulatory changes.</b> Changes to development review requirements can have a significant impact on project timelines and costs. Business partners indicated that they would like better communication from the City about pending policy changes as well as an opportunity to provide feedback prior to implementation.</p>                                                                                                                                                | <p><b>The City should consider providing opportunities for business partners to provide input in policy and regulatory changes.</b> Holding a developer's forum that meets bimonthly or quarterly would provide such an opportunity. This forum could be a vehicle to solicit input from the development community on regulatory and process changes before they are adopted. A developer's forum will also strengthen communication between the development community and the City.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p><b>Complete.</b> The City has held the first Developer Forum in partnership with the Chamber of Commerce as part of the Real Estate Summit (10/04/2022).</p> <p>Staff is also meeting the HBA and ACEA on a regular basis.</p> <p>A Developer Forum will be scheduled this summer.</p>                                                                                                                     |

| Current Challenges and Opportunities for Improvement |                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                |
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| No.                                                  | Challenges                                                                                                                                                                                                                                                                                                                                                                                              | Opportunities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Status                                                                                                         |
| 9                                                    | <p><b>There is no standard process for internal communication during the development review process and staff are challenged to manage emails.</b> During the fact-finding and as-is diagramming process, staff discussed a challenge of being inundated with emails. This impedes communication between divisions.</p>                                                                                 | <p><b>A more effective internal communication method should be explored, such as Microsoft 365.</b> Microsoft 365 includes Microsoft Teams, which is an effective tool to communicate internally without having the communication get bogged down in emails. Staff members can communicate in real time without the delay of email responses. In addition, it provides a virtual meeting function, which could help with internal and external communication.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p><b>Complete.</b> The City has launched Microsoft 365 and Teams.</p> <p><b>04/26/2023 – Teams Launch</b></p> |
| 10                                                   | <p><b>The review of revisions is not prioritized, resulting in a lengthy review process.</b> Business partners had concerns regarding the length of time it takes to get through revision rounds in the development review process. Business partners expressed that after the first submittal round, it seems that they go to the end of the queue when they resubmit for second and third rounds.</p> | <p><b>Applicants who submit for subsequent submittal rounds should be prioritized in the application queue if their application shows progress and readiness from one review round to the next.</b> As applicants progress through each round of review, the number of comments should decrease over the review cycle. Therefore, each round should require less review time. The City reported that they have a schedule that prescribes less review time for each submittal round. However, based off input from business partners, shorter review times for second and third submittal rounds may not be implemented uniformly across the divisions. When EnerGov launches, it will have the ability to apply performance metrics that are quantifiable through the EnerGov reporting mechanisms so that the City can monitor actual review times.</p> <p>In addition, to make the timing of the process more predictable for applicants, annual calendars for major development application types should be easily accessible on the City's website. Major development application types include subdivisions, site development plans, and zoning applications. The calendars should be easy to follow and modeled after Leander's zoning calendar, which clearly and succinctly displays application deadlines and corresponding Commission dates. .</p> | <p><b>Complete.</b> Our process has always included a reduced review time for follow up reviews.</p>           |



| Current Challenges and Opportunities for Improvement |                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                     |
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| No.                                                  | Challenges                                                                                                                                                                                                                                                                                                                                                                                                             | Opportunities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Status                                                                                                                                                                                                                                                                                                                                              |
|                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                        | During periods of peak application loads, if delays in development review process are anticipated that would waiver from the dates posted in the calendar, the Department should consider posting courtesy notifications of anticipated processing delays to the City website and/or in the Development Hub so that applicants can readjust their project schedules.                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                     |
| 11                                                   | <b>Staff and business partners are concerned about the high turnover in the Engineering Department and how it is having an adverse effect on the development review process and customer service.</b> During fact-finding meetings and the as-is diagramming process, the staffing issues in Engineering were discussed on multiple occurrences. This challenge was also discussed in meetings with business partners. | <b>The City's compensation study, that is currently in progress, should be prioritized to help with retention and recruitment in the Engineering Department.</b> Incentive methods of surrounding cities and towns in the region should be reviewed to see if there are opportunities for the City to be more competitive.<br><br>The use of third-party reviewers should continue to be used and expanded, where necessary, to decrease the workload on existing staff, which can reduce the likelihood of burnout and turnover. | <b>Complete.</b> The Engineering Department is using third-party reviewers. A new City Engineer started at the end of 2022.                                                                                                                                                                                                                         |
| 12                                                   | <b>Business partners expressed a challenge in receiving timely response to emails and phone calls.</b>                                                                                                                                                                                                                                                                                                                 | <b>The City should consider including a standard response time for phone calls and emails in the customer service policy that is being developed.</b> This will set reasonable expectations for customers. If a staff member cannot fully address the request in the time given, an initial response should be provided to confirm receipt of the request. If there are commonly asked questions, consider making the solutions/answers available on the City's Development Hub, where possible.                                  | <b>Pending.</b> City management has already established broad customer service guidance for the organization. Development Services is working to define appropriate standards and metrics for phone and email inquiries that complement the City's current development review process and may also integrate with the new Development Hub platform. |

| Current Challenges and Opportunities for Improvement |                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                              |
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| No.                                                  | Challenges                                                                                                                                                                                                                                                                  | Opportunities                                                                                                                                                                                                                                                                                                  | Status                                                                                                                                                                                                       |
| 13                                                   | <b>The City currently defaults to the City of Austin's engineering standards with a few exceptions, which can be confusing to developers.</b>                                                                                                                               | The City should consider consolidating and producing a standard set of requirements for the City that is easily accessible to business partners.                                                                                                                                                               | <b>Pending.</b> The Engineering Department will be responsible for creating a standard set of requirements for projects that will supplement the COA.<br><br>These details will be updated through the year. |
| 14                                                   | <b>There are no master checklists of requirements for different types of inspections.</b> The PICP closeout diagramming process revealed there is not currently a standard master list of requirements that the inspection staff can reference when completing inspections. | <b>Master checklists for all inspection types should be developed.</b> This could bring uniformity to the inspection process and make inspections more consistent and predictable for applicants. Master checklists also serve as a standard to reference when training new inspectors.                        | <b>Complete.</b> Checklists are already available to the public for the inspection and close out process.                                                                                                    |
| 15                                                   | <b>The City is often challenged to manage staff workloads.</b> During the PICP closeout diagramming process, staff also addressed challenges with staff workloads and staff shortages that make it difficult to participate in and complete inspections.                    | <b>The City should consider opportunities to expand the use of third-party firms to help manage staff workloads.</b> Use of third-party review and inspection companies could be used to lessen staff workloads and provide inspection services, which could expedite reviews for customers and staff members. | <b>Complete.</b> The Planning, Engineering, and Permits Departments all use third party reviewers as needed.                                                                                                 |

#### TIMELINE:

10/04/2021 – Award Solicitation for Development Process Review was Issued  
03/22/2022 – Contract with Berry Dunn was issued  
07/12/2022 to 07/14/2022 – Onsite Stakeholder Meetings were held with Berry Dunn  
10/20/2022 – Berry Dunn presented the final report to City Council  
10/24/2022 – Development Hub Launch  
02/16/2023 – Staff provided an update to the Council regarding implementation of recommendations  
03/28/2023 – Bluebeam Training Complete  
04/26/2023 – Microsoft 365 / Teams Launch  
07/19/2023 – Developer Forum

#### NEXT STEPS

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# City of Leander - Pre-Development Meeting Customer Survey

## Your Name

(optional)

## Project Name

(optional)

## Your Role\*

☐ Owner

☐ Developer

☐ Agent

☐ Other

## Type of Project\*

☐ Single Family Residential

☐ Multi-Family Residential





Commercial



Other

**How long did it take to schedule the Pre-Development Meeting?\***

Less than 1 week



2 weeks



3 weeks



4 weeks or more

**Were your questions addressed during the meeting?\***

Yes



No

**How helpful were the meeting notes?\***

Very helpful



Somewhat helpful



Not very helpful



Not helpful at all

**How would you rate the courteousness of the staff who worked with you on your application?**

Excellent



Good



Satisfactory



Needs Improvement

**How would you rate the overall experience with the City of Leander Pre-Development Meeting process?\***



Excellent



Good



Satisfactory



Needs Improvement

**What other comments would you like to make?**

(Optional)

1000

Submit

## Developer Forum Survey

Thank you for participating in the City of Leander Developer Forum on Wednesday, July 19! Please complete our brief survey below. Your feedback will help us improve development services in Leander.

### Did you find the Developer Forum helpful?\*

☐  
Strongly  
disagree

☐  
Disagree

☐  
Neutral

☐  
Agree

☐  
Strongly agree

### What did you like or dislike most?\*

1000

### What other topics would you like to hear about?

(Optional)

1000

Submit



[Reset](#)

## Development Hub Customer Survey

Please complete our brief survey. Your feedback will help us to improve the Development Hub.

### Your Name

(Optional)

### Are you a\*

(Choose one or more options)

☐

Resident of Leander

☐

Property Owner

☐

Real Estate Agent

☐

Developer

☐

Engineer

☐

Project Agent

☐

Contractor (General, Electrical, Mechanical, etc.)

☐

Permit Expediter (Someone who submits permits on behalf of a company)

☐ Other**How long have you been using the Development Hub?\***☐ I haven't yet☐ 1 month or less☐ 6 months or less☐ Since the Hub went live in September 2022**Did you find that it was easy to create an account in the Hub?\***☐ Yes☐ No**How would you rate the ease of navigating the Hub?\***☐  
Strongly  
disagree☐  
Disagree☐  
Neutral☐  
Agree☐  
Strongly agree**How would you rate the ease of uploading files?\***☐  
Strongly  
disagree☐  
Disagree☐  
Neutral☐  
Agree☐  
Strongly agree

**How would you rate the ease of paying fees online:**



Strongly  
disagree



Disagree



Neutral



Agree



Strongly agree

**How would you rate the ease of scheduling an inspection?\***



Strongly  
disagree



Disagree



Neutral



Agree



Strongly agree

**If you have any additional comments or feedback, leave them here.**

(Optional)

1000

**And, if you have any lingering questions, include them here with your email and one of our coordinators will get back to you.**

(Optional)

1000

Submit





**EXECUTIVE SUMMARY**  
**07/28/2023**

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**AGENDA SUBJECT:**

City website update

**BACKGROUND:**

Two contracts by and between the City of Leander and CivicPlus LLC were approved in December 2022 for professional services to include new city website design and hosting, new digital communication and agenda management modules, and municipal code online hosting. The total timeline for development, data migration, and launch was estimated to take seven to ten (7-10) months.

Deliverables include:

- First Year CivicEngage Central Annual Services (Initial upgrades, maintenance, support and hosting)
- Ultimate Implementation Services
- Up to 1,100 pages of content migrated
- 6x Half-Day Blocks Virtual CivicEngage Training
- 1x Premium Department Header
- 1x DNS Hosting for .GOV
- 3 Year Redesign Ultimate
- 1x SSL Certificate - CP Provided
- Agendas & Minutes Migration -PDF- 100x
- CivicSend
- First Year CivicClerk Annual Services (Initial upgrades, maintenance, support and hosting)
- CivicClerk Premium Configuration
- 2x Hours CivicClerk Consulting
- 1x Half-Day Block Virtual CivicClerk Training
- CivicClerk Live Meeting Manager
- CivicClerk Historical File Import (up to 7,500 files - PDF/MP3/ MP4)

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**Attachments**

1. Website update
2. Website timeline

# City Website Update

## Draft Home Page

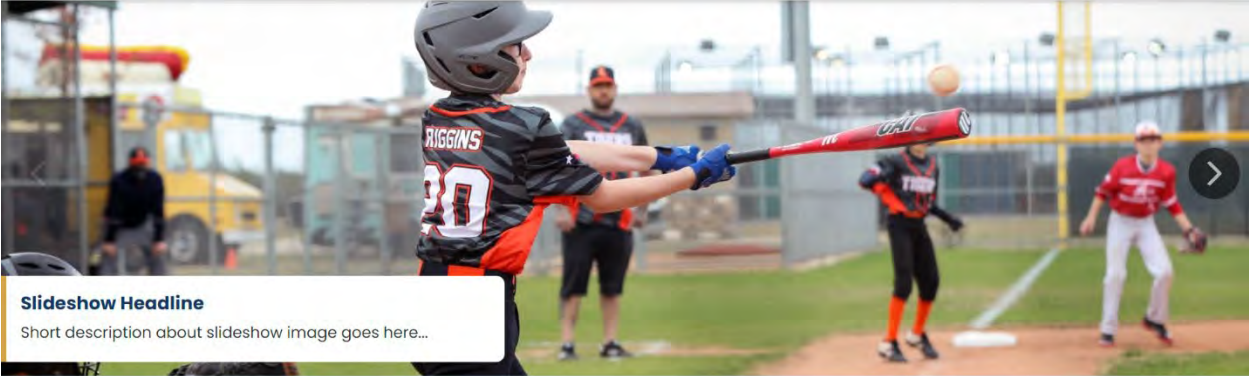
HEADER MENU / SLIDESHOW / ALERT / KEY LINKS / NEWS SPOTLIGHT . . .

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**Slideshow Headline**  
Short description about slideshow image goes here...

**Announcement**

Important time sensitive information goes here...

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[Budget & Tax Rate](#)

[Government Transparency](#)

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**Spotlight Title**  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat.

# City Website Update

... NEWS SPOTLIGHT / OTHER NEWS / MEETINGS & EVENTS / FOOTER



... creation with the ribbon cutting ceremony. ea commodo consequat.

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## MEETINGS & EVENTS

MEETINGS

EVENTS

< JULY 2023 >

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 25 | 26 | 27 | 28 | 29 | 30 | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | 1  | 2  | 3  | 4  | 5  |

Sun Jul. 30

Event Title

[View Full Calendar](#)



City of  
Leander

**Contact Us**

**City Hall**  
105 N Brushy Street  
Leander, Texas 78641

**Mailing Address**  
PO Box 319  
Leander, TX 78646

Phone: 512-528-2700  
Email Leander, Texas

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**Site Links**

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[Site Map](#)  
[Contact Us](#)  
[Accessibility](#)  
[Copyright Notices](#)  
[Privacy Policy](#)



# City Website Update

## Draft Department Page

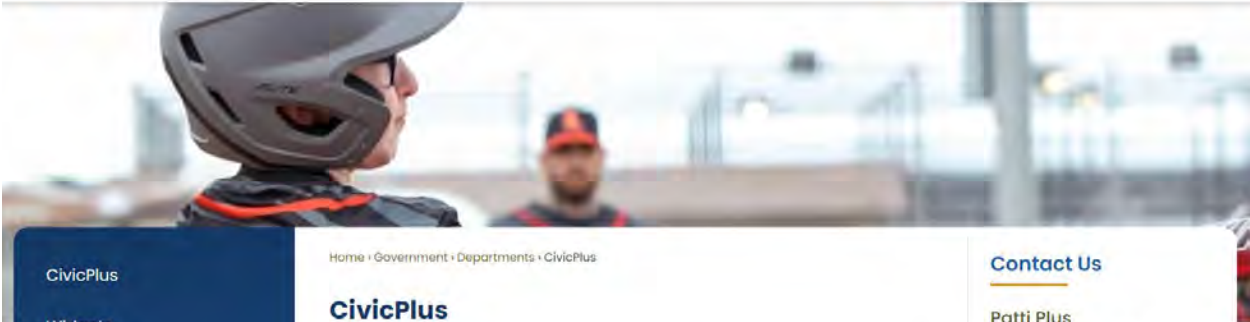
Create a Website Account - Manage notification subscriptions, save form progress and more.

Website Sign In



Government Services Residents Business How Do I...

Search...



CivicPlus

Widgets

Tables

Home » Government » Departments » CivicPlus

### CivicPlus

#### Best Practices

CivicPlus Content Best Practices guide the Content Migration Process. They are based on industry standards and emphasize compliance.

#### Formatting

Content will be formatted on pages using modules and widgets.

#### Pages

Pages display static content and are updated and added to when necessary.

#### Modules

Modules populate dynamic information that is linked throughout the site and related to the appropriate pages. Many modules have subscription options for your customers that allows them to subscribe to updates to the calendar, agendas, etc.

Information in Modules is generally brief and responsive to specific customer needs. This allows modules to be very specific: events for the calendar, alerts for the alert center, agendas in the agenda center and so on.

Modules are generally organized by category. Often administrative users are given access to specific categories that fit their role; permissions support this structure.

### Contact Us

**Patti Plus**  
Chief Morale Officer  
[Email Patti Plus](#)

**CivicPlus**  
[Email CivicPlus](#)

**Physical Address**  
302 S 4th Street  
Suite 500  
Manhattan, KS 66502

Phone: [888-228-2233](tel:888-228-2233)

**Hours**  
Monday - Friday  
8 a.m. - 5 p.m.

[Directory](#)



Agendas & Minutes



Pay My Bills



Forms & Applications



Job Opportunities



Budget & Tax Rate



Government Transparency





### Contact Us

**City Hall**  
105 N Brushy Street  
Leander, Texas 78641

**Mailing Address**  
PO Box 319

### Quick Links

[Quick Link](#)  
[Quick Link Example](#)  
[Link](#)  
[Longer Quick Link Goes Here](#)

### Site Links

[Home](#)  
[Site Map](#)  
[Contact Us](#)  
[Accessibility](#)

3 of 5

## City Website Update

Sample Newsletter (CivicSend)

spokanecounty.org/CivicSend/ViewMessage/message/206451



### News Release

Martha Lou Wheatley-Billeter, MPA  
Public Works Information and Outreach Manager  
Office: 509-477-7195  
[mwheatleybilleter@spokanecounty.org](mailto:mwheatleybilleter@spokanecounty.org)

### Road Construction and Maintenance Update July 14-21, 2023

SPOKANE COUNTY, July 14, 2023 – Motorists are asked to slow down in work zones and watch for crews.

<http://www.spokanecounty.org/3828/Weekly-Travel-Impacts-Map>

#### SPOKANE COUNTY ROAD CONSTRUCTION (509) 477-3600

##### **57th Ave Preservation-Mt. Vernon to Palouse Hwy Project**

Improvement of 57th Avenue - Mt. Vernon Rd to Palouse Hwy by constructing ADA ramp retrofits, median island removal/construction, HMA grinding and paving, temporary pavement marking, project traffic control and other work. **Estimated completion date: August 31, 2023.**

##### **Bigelow Gulch Mitigation – Suspended due to stream flow**

Improvement of the Bigelow Gulch Road Offsite Mitigation site located along Minnie Creek near Fish Lake Regional Park by clearing and grubbing, temporary irrigation, grading, planting and other work.

##### **Bigelow Gulch Project # 2- Urban Boundary to Weile Ave**

Improvement of Bigelow Gulch Road from the Urban Boundary to Weile by reconstructing the road to a wider section on a new alignment by clearing and

# City Website Update

## Sample Newsletter Signup (CivicSend)

[Home](#) > [Notify Me](#)

### Stay Informed

1. Type your email address in the box and select **Sign In**.
2. If you want to receive text messages enter your phone number and select **Save**.
3. To subscribe or unsubscribe click  and/or  next to the lists to which you wish to subscribe/unsubscribe.

Please sign in to subscribe, unsubscribe, or manage your subscriptions

Email Address



#### ▼ Notify Me

| METHOD                                                                                                                                                                  | LIST NAME                                                  | DESCRIPTION                                                                                                                                                                                                                                                                                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | Board of County Commissioners Notice of Special Meeting    | Receive notifications regarding special meetings for the Board of County Commissioners.<br><a href="#">View Previous Messages</a>                                                                                                                                                                                                   |
|   | Board of County Commissioners Weekly Meeting Schedule      | Receive notifications when the Board of County Commissioners' weekly meeting schedule has been published on our website. You may also receive copies of the Weekly 2:00 p.m. Consent Agenda and Public Hearing items by subscribing to "County Commissioners" in the Agenda Center below.<br><a href="#">View Previous Messages</a> |
|   | Building & Planning -2026 Comprehensive Plan Update        | Receive notifications on the 2026 Comprehensive Plan Update                                                                                                                                                                                                                                                                         |
|   | Building & Planning – Growth Management Steering Committee | Receive notifications on Growth Management Steering Committee meetings/activity                                                                                                                                                                                                                                                     |

 [Enable Google Translate](#)

- ▼ Available Lists
-  All
  -  Notify Me
  -  Agenda Center
  -  Alert Center
  -  Blog
  -  Calendar
  -  News Flash





Summary

Timelines

Tasks

INITIATE

- Project Initiation
- Project Kickoff Meeting
- Planning & Scheduling
- Client - Project Timeline Approval

ANALYZE

- Client - Deliverables
- Design Discovery Meeting
- Mood Board & Layout Creation
- Mood Board & Layout Approval

CONTENT

- Site Map Creation
- Website Content Review
- Content Process Meeting
- Content Preparation and Updates
- Content Implementation Status
- Content Change Tracking
- Content Implementation
- Quality Control - Content
- Final Content Report Creation

OPTIMIZE

- DNS Form
- Google Analytics Account Creation
- DNS Configuration
- SSL Certificate
- Website Reveal Meeting
- Website Finalization

DESIGN & CONFIGURE

- Design Creation/Prep/Setup
- Quality Control - Design/Setup
- Design Concept Meeting
- Design Concept Approval

EDUCATE

- Reserve Training
- Training Enhancement

DHP - PREMIUM - 1 of 1

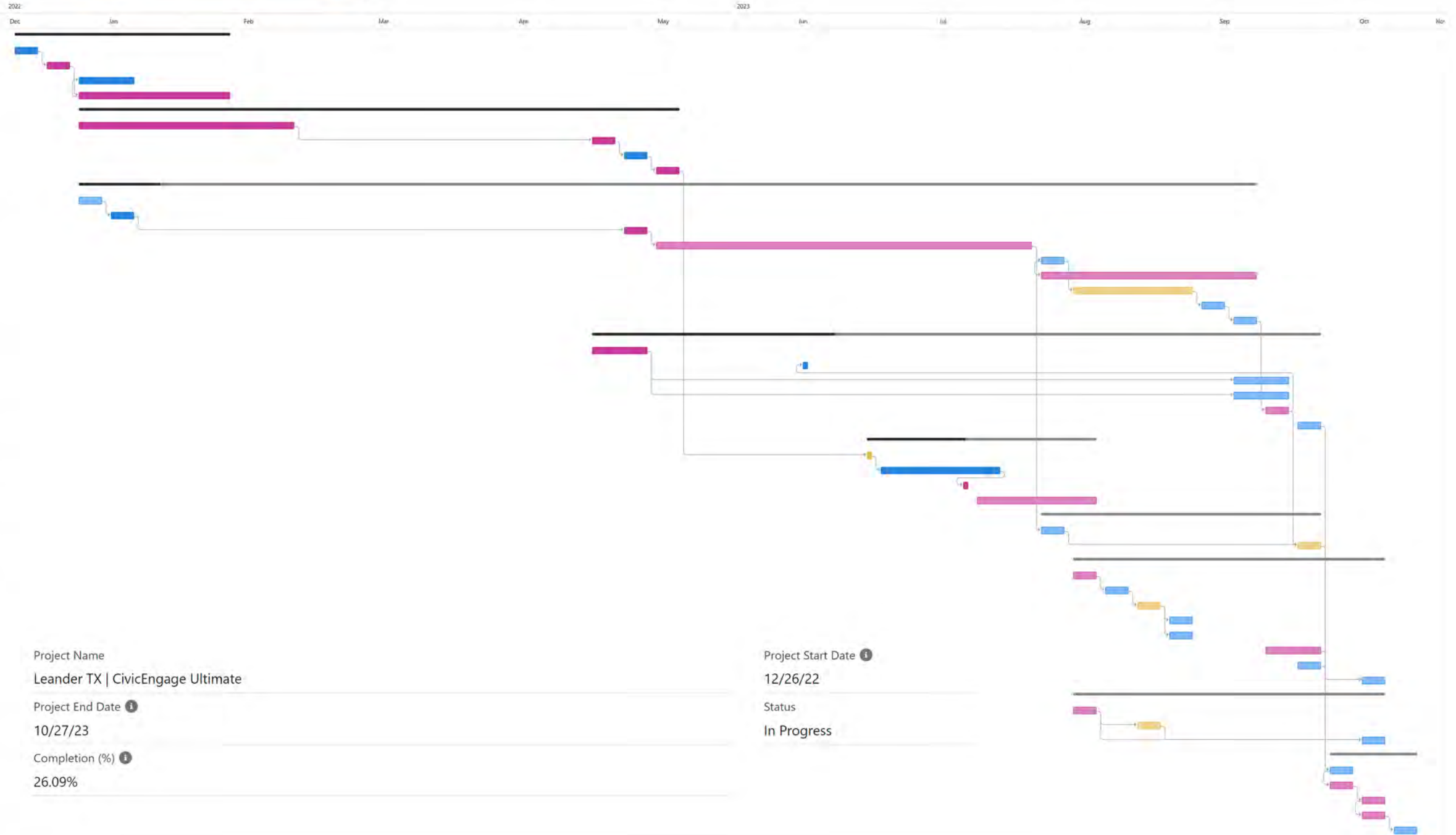
- Client Deliverables
- Website Content Review
- Premium DHP - Design Creation/Prep
- Content Reveal Prep
- Quality Control - Design Setup
- Design Concept Review & Approval
- DNS Configuration
- Department Header Package Launch

PUBLIC PAGE UPDATE

- Worksheet Due
- Public Page Preview
- Public Page Launch

LAUNCH

- Website Launch Preparation
- Website Launch Confirmation Meeting
- Website Launch
- Website Acceptance
- Project Close Procedures



Project Name  
Leander TX | CivicEngage Ultimate

Project End Date ⓘ  
10/27/23

Completion (%) ⓘ  
26.09%

Project Start Date ⓘ  
12/26/22

Status  
In Progress