



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

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Tuesday, June 17, 2025
Briefing Workshop at 6:00 PM
Regular Meeting at 7:00 PM



**Mayor – Christine DeLisle
Place 1 – Stephen Chang
Place 2 – Michael Herrera
Place 3 – David McDonald**

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

The meeting will also be live-streamed at the following link: <https://www.leandertx.gov/video>.

BRIEFING WORKSHOP - CONVENE AT 6:00 PM

1. Open Meeting.
2. Roll Call.
3. Roadway Impact Fees (RIF) and Roadway Adequacy Payment (RAP) Workshop

REGULAR MEETING – CONVENE AT 7:00 PM

4. Open Meeting, Invocation and Pledges of Allegiance.
5. Roll Call.
6. Public comments on items not listed in the agenda.

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

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

7. Leander History
8. Staff Reports
 - Introduction of Otis Williams appointed Chief Financial Officer
 - BCRUA Update
 - Capital Improvement Project Update: Senior Center (CIP P.6)
 - Water Update

CONSENT AGENDA: ACTION

9. Approval of the minutes for meetings held for the canvass of May 3, 2025 General Election held on May 13, 2025 and regular meeting on June 5, 2025.

10. Approval of buyers representation agreement with Avison Young for real estate broker services; and authorize the City Manager to execute any and all necessary documents.
11. Ratify City Manager's appointment of Otis Williams as Chief Financial Officer.
12. Ratify the City Manager's appointment of Gary Ignal to the City of Leander Fire Fighters' Civil Service Commissioner with a term expiring in June 2028.
13. Approval of a service agreement by and between the City of Leander and LION Organizational Development Institute, LLC, providing for a scope of work including retention and cost reduction, decreased overtime costs, improved operational efficiency, and reduced legal and liability risks for the Leander Police Department in the amount of \$85,000.00; and authorize the City Manager to execute any and all necessary documents.
14. Approval of Change Order No. 6 with Chasco Constructors, for the Raider Way and Woodview Drive Improvements (CIP T.12), providing for project closeout additions and deductions; the accumulative change is an additional \$138,924.17, for a new total of \$15,805,706.22, with no extension of term duration; and authorize the City Manager to execute any and all necessary documents.
15. Acceptance of infrastructure improvements associated with Subdivision Case PICP-23-0048 Crystal Mesa 2 for drainage and water improvements.
16. Approval of release and compromise settlement agreement by and with the City of Leander and K. Friese & Associates in the amount of \$245,000.00 resolving the error of a segment of lines being placed in the wrong location; providing for K. Friese & Associates paying the realignment cost and Joe Bland Construction, LP, providing for the installation of new water and wastewater lines in the Falcon Oaks neighborhood (CIP W.6 and WW.20) for a total contract amount of \$4,796,717.10; and authorize the City Manager to execute any and all necessary documents.
17. Approval of dedication of public utility easement with Pedernales Electric Cooperative, Inc. (PEC) for the RM 2243 Master Lift Station and Gravity Relief Main Project (CIP WW.43) and RM 2243 Reclaimed Waterline Improvements project (CIP WW.46) establishing electrical service lines to the new added facilities and structures; and authorize the City Manager to execute any and all necessary documents.
18. Approval of the Roadway Impact Fee (RIF) Offset Agreement for the Wildspring Subdivision for the expansion of CR 175 located to the north of the intersection of CR 175 and CR 177 to reduce the RIF paid at the time of building permits to reflect the value of the expansion of CR 175 pursuant to Article 12.08 of the Code of Ordinances; and authorize the City Manager to execute any and all necessary documents.
19. Approval of the Brushy Creek Retail Memorandum of Agreement (MOA) regarding tree mitigation requirements associated with partial clearing, grading and drainage improvements prior to site development for one (1) parcel of land 4.33 acres $\pm$ in size; more particularly described by Williamson Central Appraisal District Parcel R442584, and generally located to the northeast of the intersection of US 183 and Metro Drive, Leander, Williamson County, Texas.
20. Approval of the extension of the approval of the construction plan permit associated with Subdivision Case 20-PICP-032 Leander Platinum Public Improvement Construction Plans regarding the construction of turn lanes, bike lanes, public sidewalks, stormwater, water, and wastewater improvements along Ronald W. Reagan Boulevard; more particularly described by Williamson Central Appraisal District Parcel R372083; and more commonly known as 17680 Ronald W. Reagan Boulevard, Leander, Williamson County, Texas.
21. Approval of the Second Reading of an Ordinance regarding Zoning Case Z-25-0159 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to adopt the VFW Post 10427 Minor PUD

(Planned Unit Development) with the base zoning district of LC-2-A (Local Commercial) on three (3) parcels of land 22.409 acres ± in size; more particularly described by Williamson Central Appraisal District Parcels R031314, R375914, and R433127; and more commonly known as 8760 RR 2243, Leander, Williamson County, Texas.

22. Approval of Resolution committing to a goal of zero roadway fatalities and authorizing the submittal of an application for the Safe Streets and Roads for All (SS4A) Grant; and authorize the City Manager to execute any and all necessary documents.
23. Approval of Resolution adopting the Williamson County Safety Action Plan; and authorize the City Manager to execute any and all necessary documents.

PUBLIC HEARING: ACTION

24. Conduct a Public Hearing regarding the Barksdale Phase 3 Annexation Case A-25-0022 for the voluntary annexation of 48.96 acres ± in size; more particularly described by Williamson Central Appraisal District Parcels R338810, R407805 and R407804; and generally located at the northwest corner of Journey Parkway and CR 175, Leander, Williamson, Texas.
 - Discuss and consider action regarding Annexation Case A-25-0022 as described above.
25. Conduct a Public Hearing regarding Comprehensive Plan Case CPA-25-0017 to amend the Comprehensive Plan land use category from Neighborhood Center and Neighborhood Residential to Neighborhood Residential and conduct a public hearing regarding Zoning Case Z-25-0166 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to SFC-2-A (Single-Family Compact), SFU-2-A (Single-Family Urban), and SFS-2-A (Single-Family Suburban) on three (3) parcels of land 52.92 acres ± in size; more particularly described by Williamson Central Appraisal District Parcels R338810, R407804 and R407805; and generally located at the northwest corner of Journey Parkway and CR 175, Leander, Williamson County, Texas.
 - Discuss and consider action regarding Comprehensive Plan Case CPA-25-0017 as described above.
 - Discuss and consider action regarding Zoning Case Z-25-0166 as described above.

REGULAR AGENDA

26. Receive a presentation from Sam Heinz, of Public Sector Personnel Consultants, Inc., and consider action on the findings and recommendations for the Fiscal Year 2025 Compensation Study; providing for an effective date of June 28, 2025; and authorize the City Manager to execute any and all necessary documents.
27. Discuss and consider action on service and access agreements with CSC Holdings, LLC and/or its wholly-owned subsidiary Cequel Communications, LLC (dba “Optimum” or “Optimum Business”) in the amount of \$16,250.00 non-recurring installation charge and \$350.00 monthly recurring service charges to obtain a fiber optic connection for the city’s proposed Public, Education, and Government (PEG) access channel; and authorize the City Manager to execute all necessary documents and renewals.
28. Discuss and consider action on acceptance of the Capital Improvements Plan (CIP) Evaluation Matrix.
29. Discuss and consider action on a waiver to the residential phasing plan requirements for Subdivision Case CP-25-0045 Oak Grove Concept Plan on one (1) parcel of land 20.536 acres ± in size; more

particularly described by Williamson Central Appraisal District Parcel R392186; and generally located east of CR 175, approximately 250 feet north of Carthage Street, Leander, Williamson County, Texas.

30. Discuss and consider action on Street Vacate Case for SV-25-0003 to consider the vacation of a portion of the right-of-way (ROW) at the eastern end of Northline Street located within the Northline Subdivision which is balanced by the dedication of additional ROW in future sections of the subdivision; generally located to the south of the intersection of Main Street and San Gabriel Parkway, Leander, Williamson County, Texas.
31. Discuss and consider action on the Second Reading of an Ordinance regarding Special Use Case Z-25-0165 to consider action on a Special Use Permit to allow for a smoke shop on one (1) parcel of land approximately 0.155 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcel R036105; and more commonly known as 106 W. Willis Street, Leander, Williamson County, Texas.
32. Discuss and consider action on the Second Reading of an Ordinance regarding Ordinance Case OR-25-0030 to amend the Composite Zoning Ordinance to adopt standards and a permitting process associated with Micro-Trenching, and to provide for related matters; Williamson and Travis Counties, Texas.
33. Discuss and consider action on moving the January 1, 2026 regular council meeting to January 6, 2026 due to holiday of New Year's Day and scheduling 2025 and 2026 Council Retreat dates.
34. Discuss and consider action on the appointment of a City Council Liaison to the Historic Preservation Commission, Parks and Recreation Advisory Committee and the Economic Development Advisory Committee.
35. Council Member Future Agenda Items *[Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.]*
36. Council Member Closing Statements.
37. Adjournment

CERTIFICATION

This meeting will be conducted pursuant to the Texas Government Code Section 551.001 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 for which state law authorizes Executive Session to be held, including but not limited to Sections 551.071 [litigation and certain Consultation with attorney], 551.072 [acquisition of interest in real property], 551.073 [prospective gift to city], 551.074 [certain personnel deliberations], 551.076 [deployment/implementation of security personnel or devices], or 551.087 [Deliberations regarding Economic Development Negotiations]. 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 13 day of June 2025 by 6:00 p.m. pursuant to Chapter 551 of the Texas Government Code.

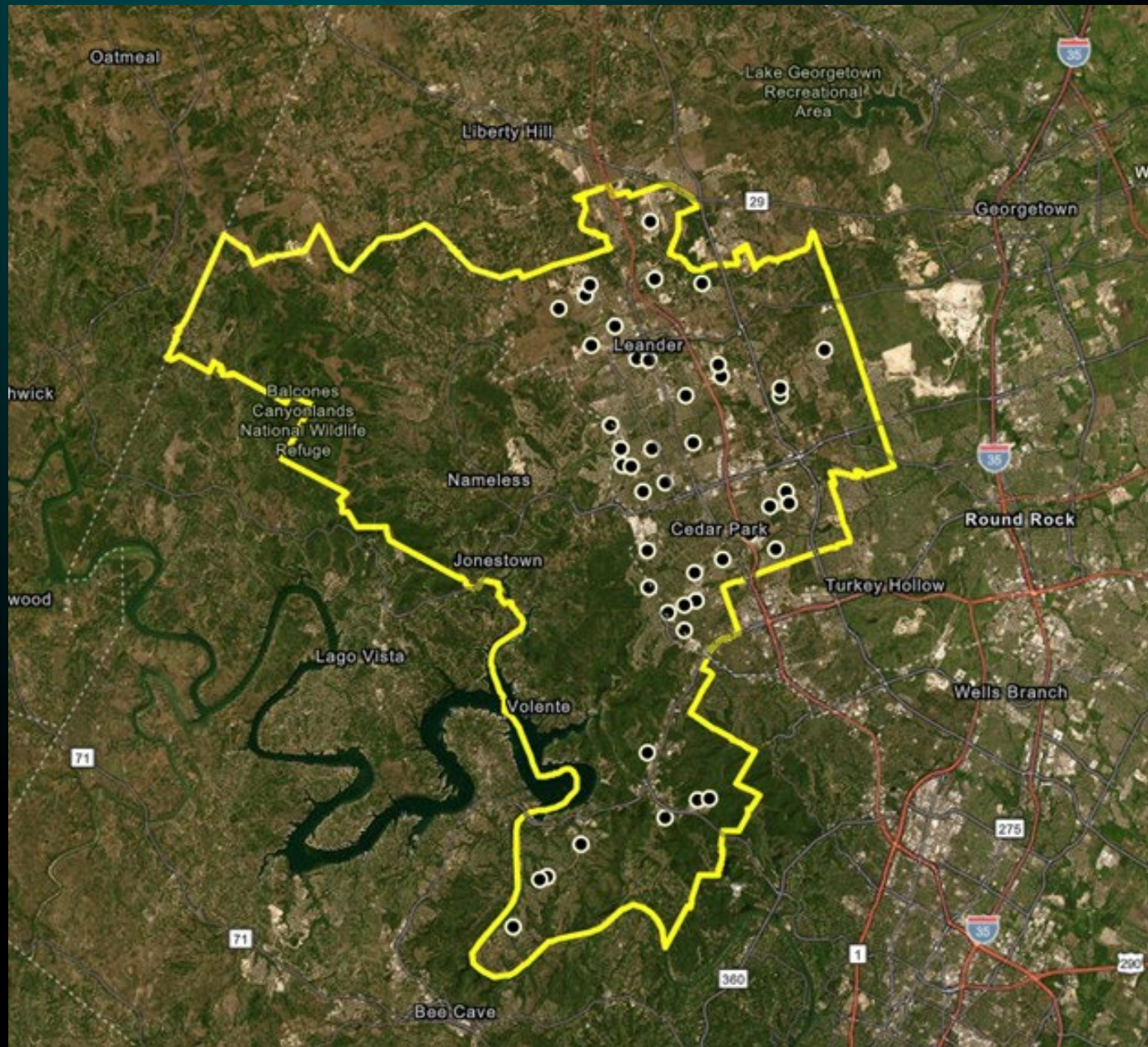


Dara Crabtree, City Secretary, TRMC

Leander ISD History

PART 1

JUNE 17, 2025



Leander ISD - 2025 map

Bagdad School

School built 1870

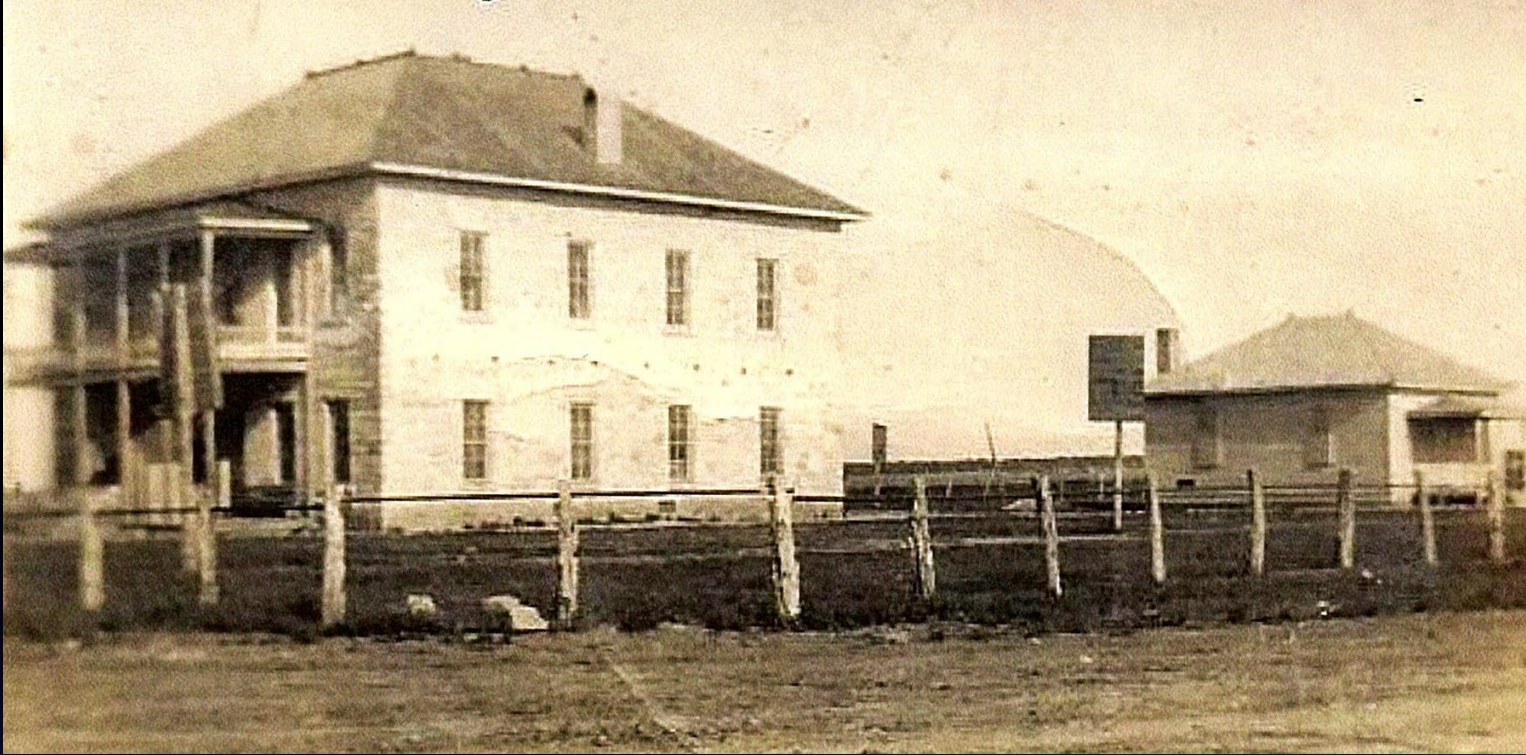
Earliest classes in 1854



Leander School



After move in 1893



Leander School - new school built 1893

-Cox Springs School - began 1885
consolidated - 1938

-Cypress Creek School - began
1860's - consolidated 1938 (dam)

-Jenks Branch/Miller School - began
1870 - split 1945

-Nameless School - began 1870's -
consolidated 1945

-Pleasant Hill School - began 1850's
consolidated 1928

-Whitestone School - Built 1923 -
consolidated 1952

Early Teachers who schools are
named for:

-Giddens

-Faubion

-Naumann

Whitestone School - 1955

WhITeSTone FAVORITes



From Mrs.
Faubion's
third grade

GRACE ANN
MARONEEY

and

TED KIRKPATRICK



Pleasant Hill School - 1900

Nameless School



Nameless School – Spring 2023

Round Mountain School



Morning flag raising - 1939



City of Leander, Texas
Office of the Chief Financial Officer

Otis E. Williams, MBA, CTCM
Chief Financial Officer

Mr. Otis E. Williams has over 30 years of experience in state and local government, having held key leadership positions with the State of Texas, the District of Columbia, and the City of Austin. As the Interim Chief Financial Officer for the City of Leander, he oversees the Finance Department, which is responsible for developing financial policy and managing core functions including accounting, budget development, purchasing, payroll, debt management, utility billing, and annual external audit reporting. He is a results-driven executive known for his expertise in financial management, operational efficiency, and organizational performance.

Throughout his career, Mr. Williams has demonstrated a proven ability to lead complex financial operations, identify areas for improvement, and implement innovative, cost-effective solutions. One of his most impactful accomplishments was consolidating city staff into a newly developed office complex, successfully eliminating several facility leases and saving taxpayers an estimated \$6 million annually. In addition, he led the implementation of a Performance-Based Budgeting System, working closely with department heads to reduce budgetary pressures and align spending with strategic goals.

Mr. Williams is committed to working collaboratively with elected officials, executive leadership, and community stakeholders to strengthen financial stewardship, enhance public service delivery, and support the City of Leander's continued growth and success. He holds a Master of Business Administration in Management from Dallas Baptist University and a Bachelor of Arts in Business Administration from Huston-Tillotson University. He is also certified as a Texas Contract Manager (CTCM).

City of Leander

BCRUA Capital Projects Update



Aaron Archer, PE, Walker Partners

*City Council Meeting
June 17, 2025*

BCRUA Regional Water System

- Regional partnership of Cedar Park, Leander, and Round Rock
- Formed in 2007
- Ultimately supply 62 MGD raw water and 50 MGD treated water to Leander



2024 Expansion to BCRUA WTP

Capital Projects

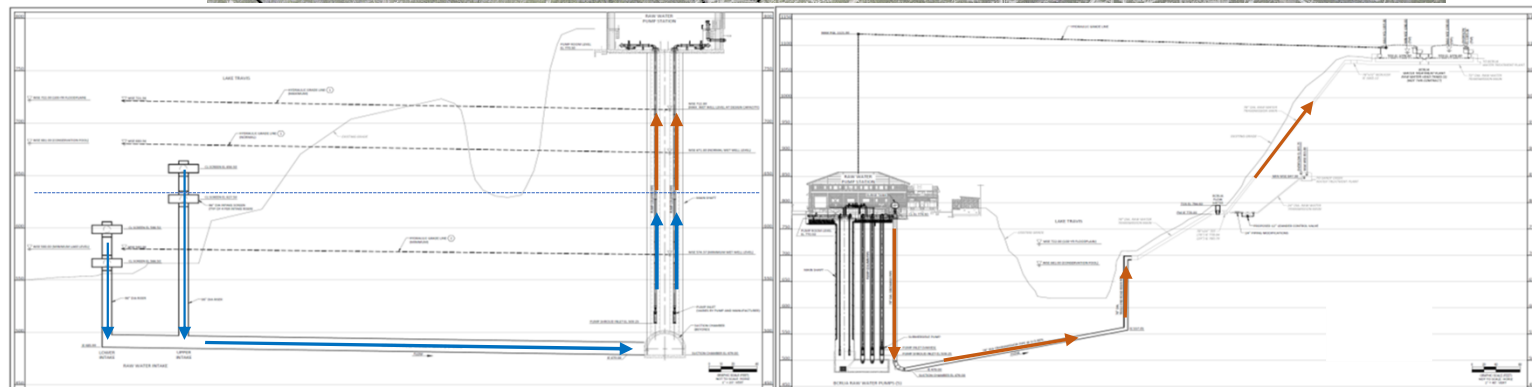
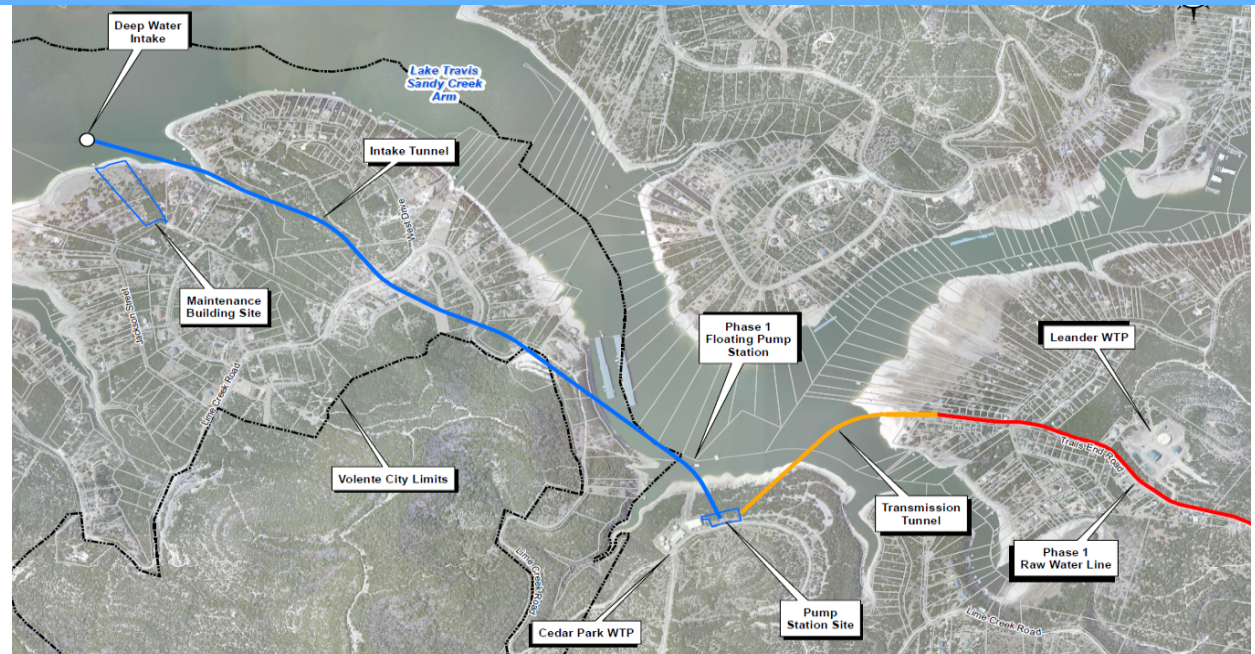
- Phase 2 Raw Water Delivery System
- Phase 1D WTP Expansion
- Delivery Points Improvements
- Phase 2A WTP Expansion



Phase 2 Suction Chamber

Phase 2 Raw Water Delivery System

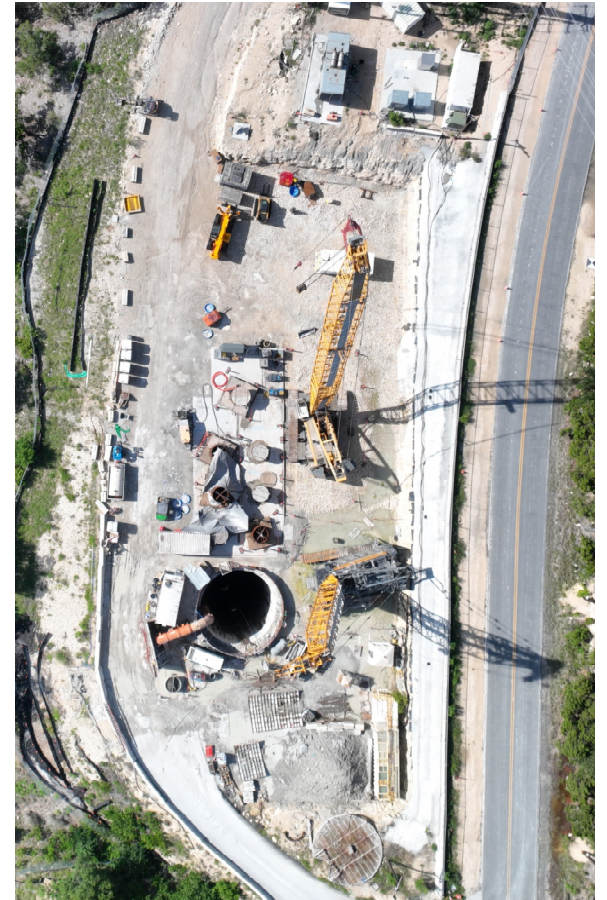
- Increase supply and reduce drought vulnerability
- 145 MGD capacity
- Components:
 - Deep water intake
 - Maintenance building
 - Intake tunnel
 - Pump station
 - Transmission tunnel
- Delivery to 3 WTPs



Phase 2 Raw Water Delivery System

Schedule/Contract status:

- NTP June 22, 2022
- Substantial Completion Feb 16, 2027
- Final Completion April 17, 2027
- Calendar progress: 1091 of 1700 days (64%)
- Pay App progress: \$124.2M of \$225M (55%)
- Change orders: 1 (\$237,172, 0 Days)



Phase 2 Raw Water Delivery System

Ongoing/Completed Work

- Intake tunnel complete
- Pump casing installation complete
- Main shaft and suction chamber rebar
- Recovery schedule submitted



Pump Casing



Main Shaft Rebar

Phase 2 Raw Water Delivery System

Upcoming Work

- Place main shaft and suction chamber concrete liner
- Maintenance Bldg foundation
- Start work on the north foundation for the pump station



Suction Chamber Rebar and Formwork

Phase 1D WTP Expansion

- Schedule status:
 - NTP May 30, 2023
 - Estimated Substantial Completion: July 15, 2025
- Contract status:
 - Contract value: \$17.0M
 - Change orders: 1 (\$190k, 0 days)
 - Invoiced to Date: \$14.8M (87%)



Treatment Structure

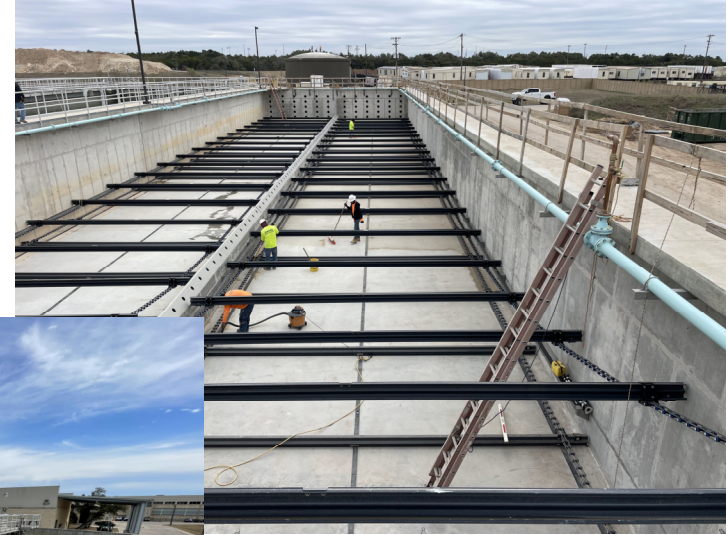
Phase 1D WTP Expansion

Work completed

- All structures constructed
- Pretreatment train and thickener started up

Upcoming Work

- Chem feed systems
- Complete the filter
- Commissioning and Startup



Sedimentation Basin



Sludge Thickener

Delivery Points Improvements – Phase 1

- Schedule status:
 - Work complete
 - Negotiating additional SCADA improvements
- Contract status:
 - Contract value: \$482k, 2 Change Orders (\$34k)
 - Invoiced to Date: \$458k (retainage remaining)



Control Panel Improvements



*Leander Ronald Reagan
Delivery Point
Control Valve Modifications*

Delivery Points Improvements – Phase 2

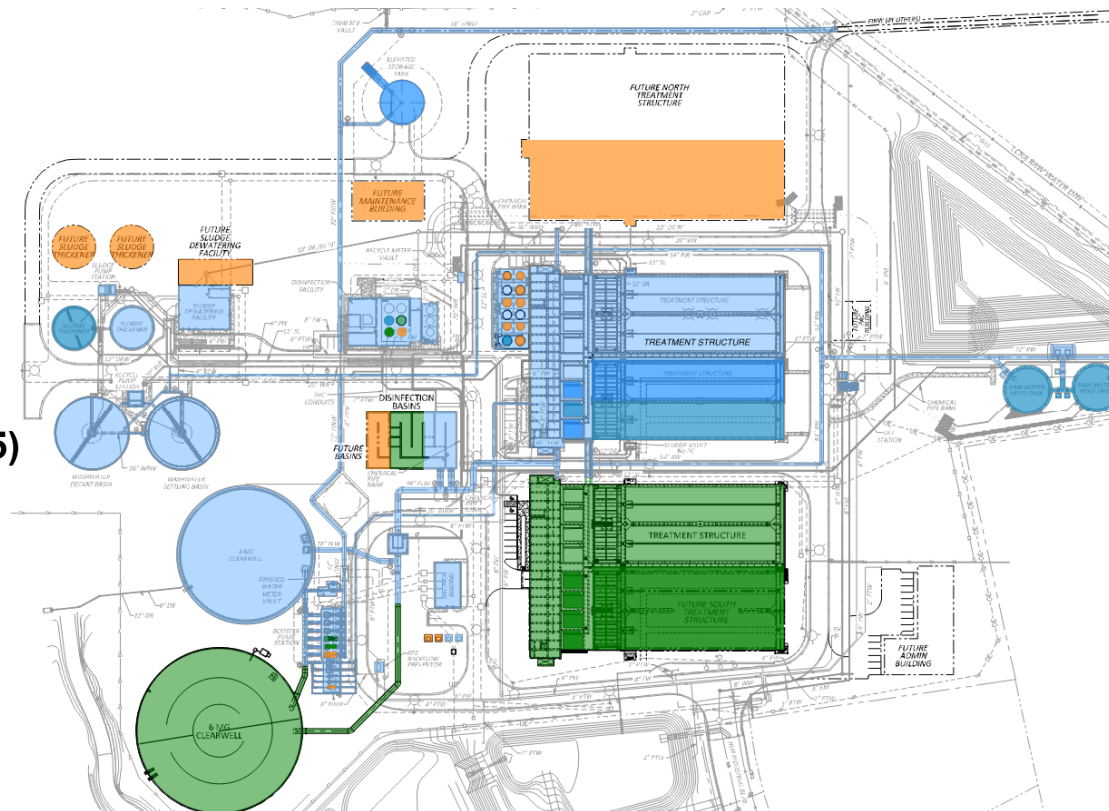
- Schedule status:
 - Substantial Completion July 28, 2025
 - Final Completion August 27, 2025
- Contract status:
 - Contract value: \$612k, 1 pending Change Orders (\$31k)
 - Invoiced to Date: \$289k
- Upcoming work:
 - Demonstration testing



Control Panel Assembly

Phase 2A WTP Expansion

CAPACITY (MGD)	PHASE	STATUS (DATE ONLINE)
17.0	PHASE 1A	✓ (2012)
22.6	N/A PHASE 1B	✓ (2018)
32.5	PHASE 1C	✓ (2020)
41.9	PHASE 1D	Construction (2025)
64.2	PHASE 2A	Permitting (2028)
90.0	PHASE 2B	Future (2039)
105.8	PHASE 3	Future (2050)



Phase 2A WTP Expansion

- Design complete
- Cedar Park, TCEQ, and TWDB permitting ongoing
- Bid & Award: July 2025 – September 2025
- Construction: October 2025 – May 2028 (substantial)

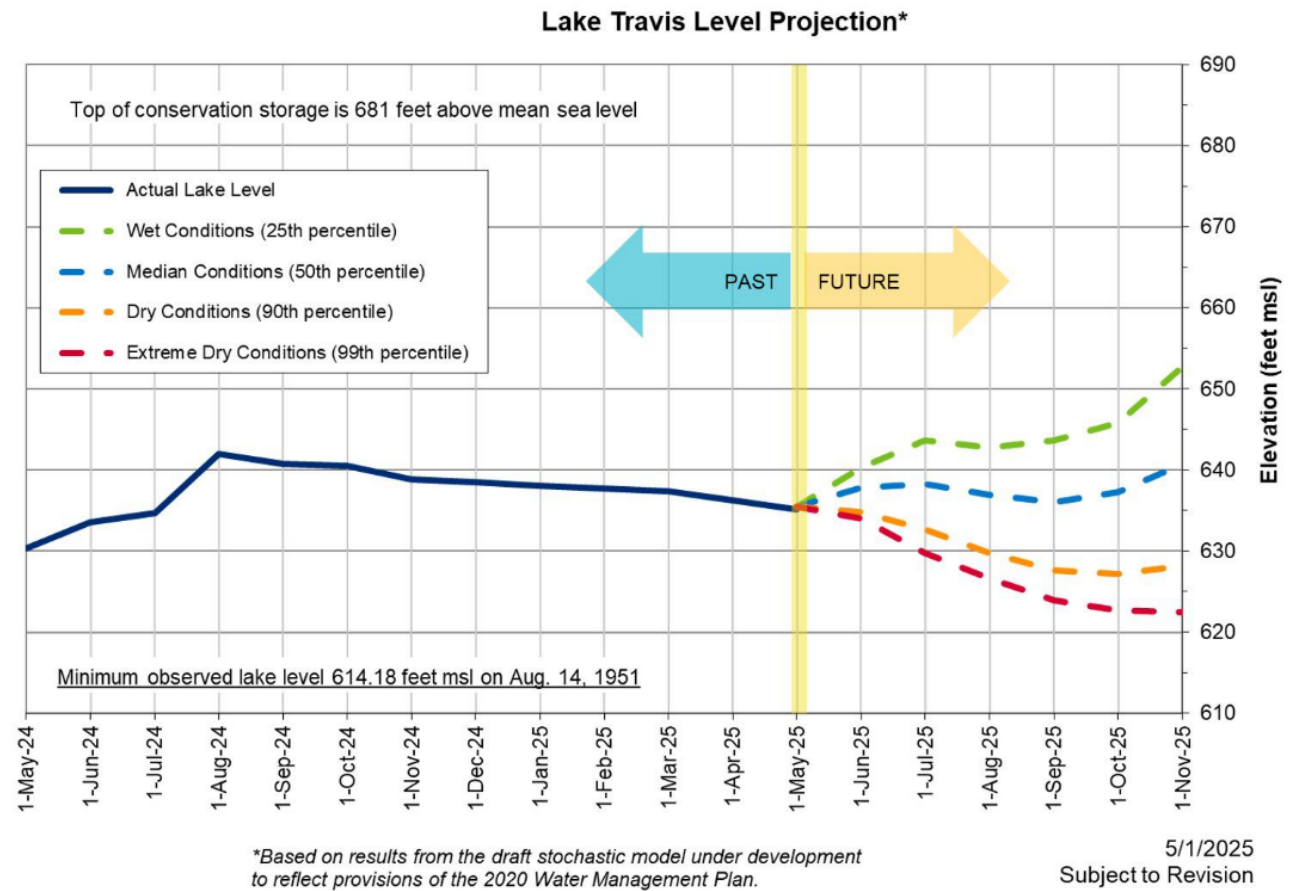


SWIFT Funding Application

- Final Application submitted to TWDB and comments addressed
- TWDB approves SWIFT applications – July
- BCRUA approves TWDB Financing Agreement which must be ratified by City of Leander - August
- TWDB sell bonds and sets interest rates – September
- BCRUA approve bond resolution awarding the sale of contract revenue bonds to TWDB – October
- Bonds approved by Texas AG's office and closing takes place - November

Drought Update

- Lake level to decommission BCRUA intake 623 ft-msl
- Current lake level ~ 637 ft-msl
- Current LCRA forecast does not predict Lake Travis going below 623 ft-msl in 2025



Questions?

Aaron Archer, PE
Vice President - Walker Partners
aarcher@walkerpartners.com





Water Update

June 17, 2025

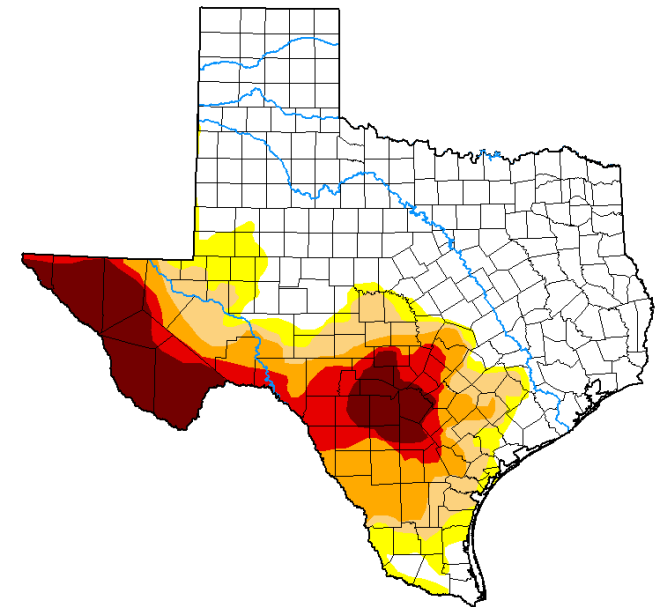
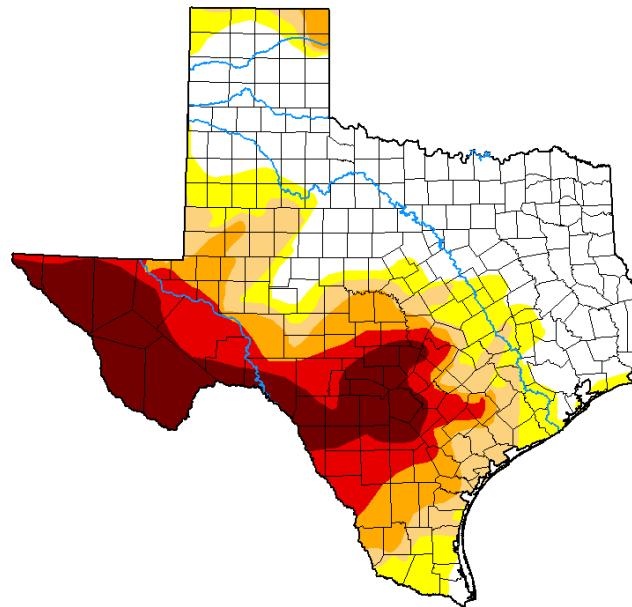
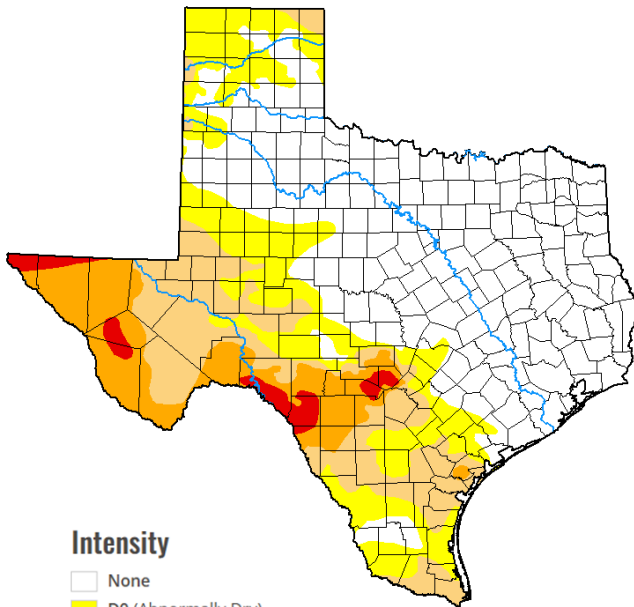
Gina Ellison
Executive Director of Public Works

Drought Soil Moisture Monitor

June 11, 2024

May 6, 2025

June 10, 2025



Intensity

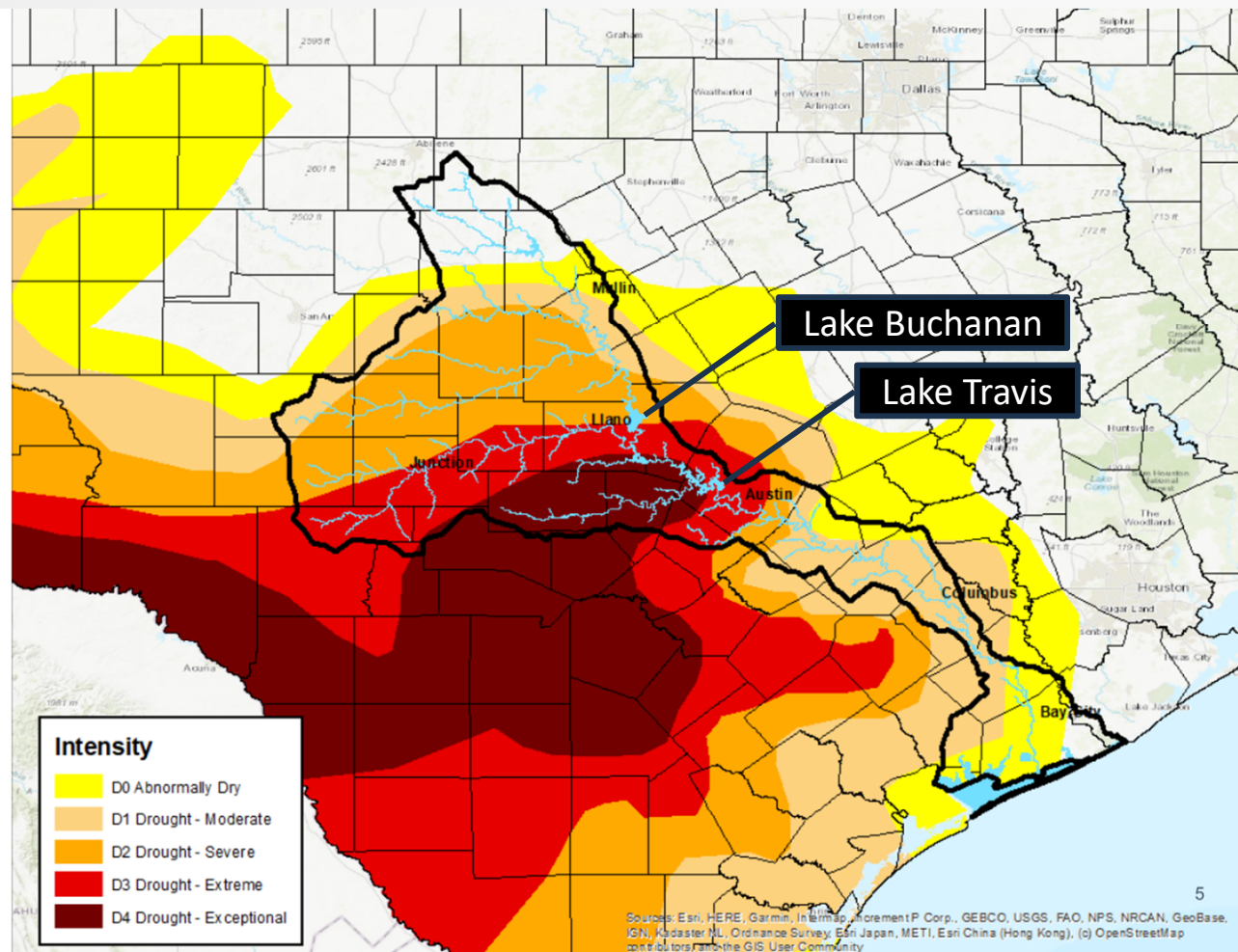
- None
- D0 (Abnormally Dry)
- D1 (Moderate Drought)
- D2 (Severe Drought)
- D3 (Extreme Drought)
- D4 (Exceptional Drought)
- No Data

Basin Condition Update (LCRA) May 13, 2025

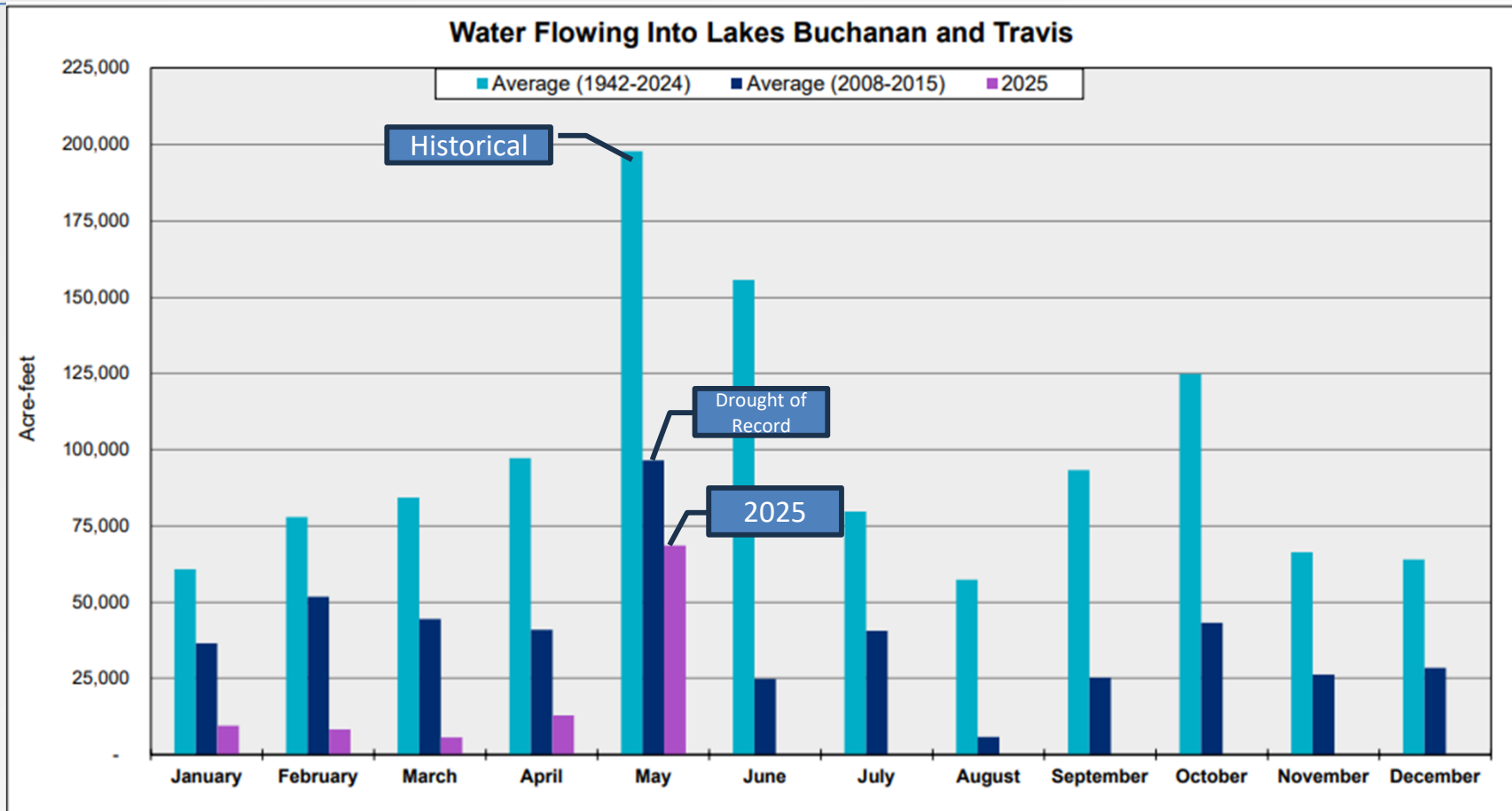
U.S. Drought Monitor

Lower Colorado River Basin

As of May 13, 2025



2025 Inflows Through May



Inflows: the estimated amount of water flowing into lakes Buchanan and Travis from rivers and streams.

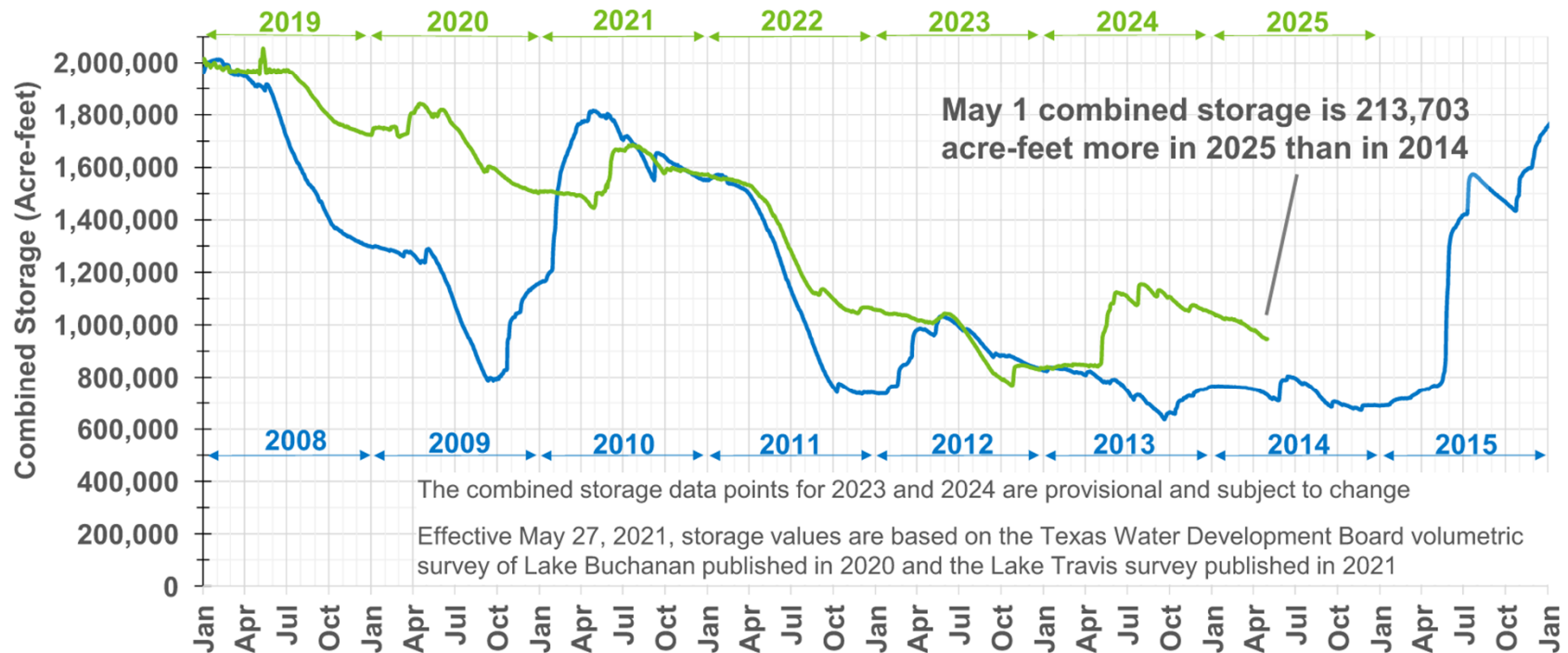
Data for 2024 and 2025 is preliminary and subject to change.

Period:	May
Since 1942, May Average (acre-feet):	197,814
2008-2015, May Average (acre-feet):	96,501
May 2025 (acre-feet):	68,600

Current Drought vs. Drought of Record

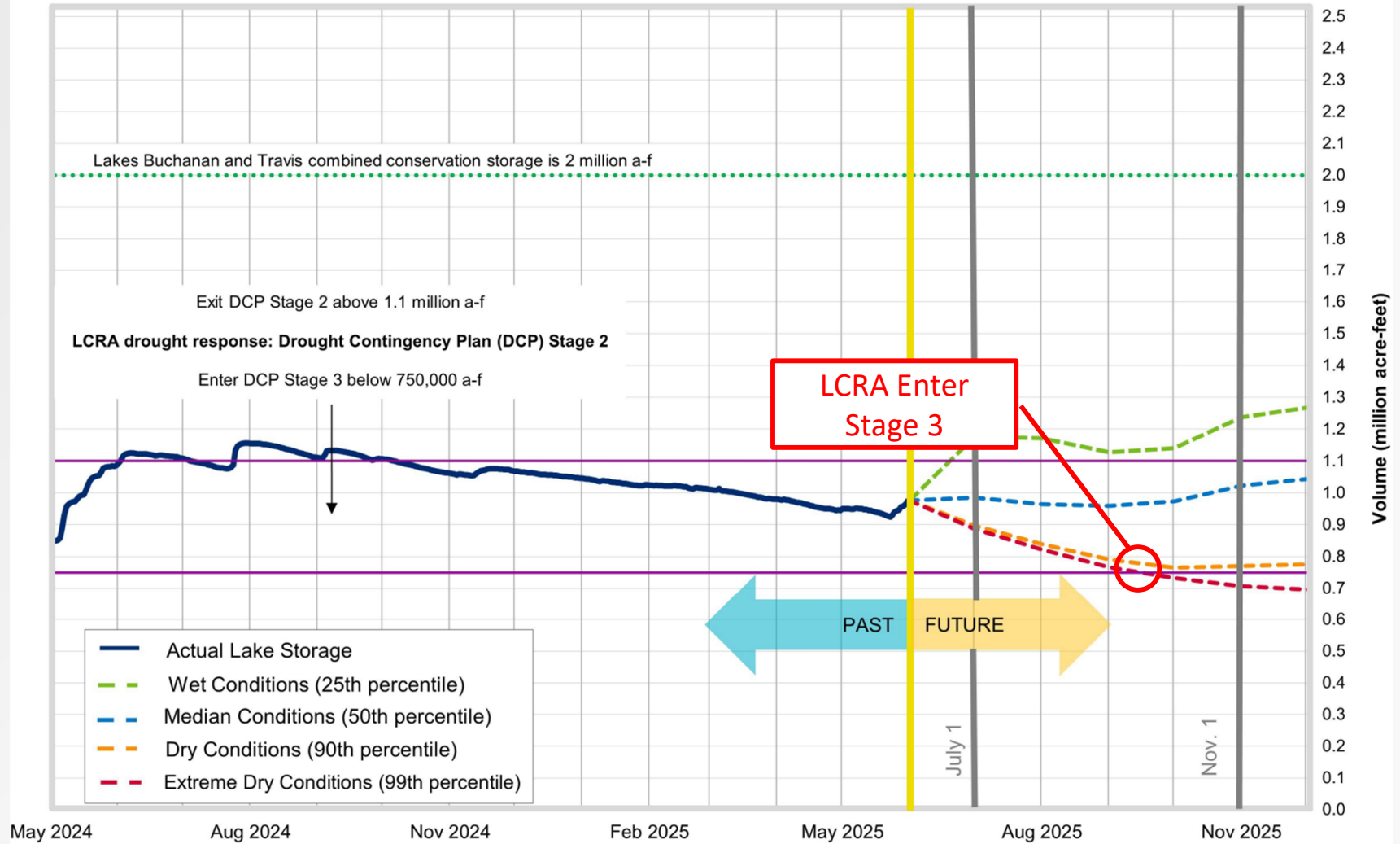
Combined Storage of Lakes Buchanan and Travis

Comparison of 2019-2025 and 2008-2015



As of May 1, 2025

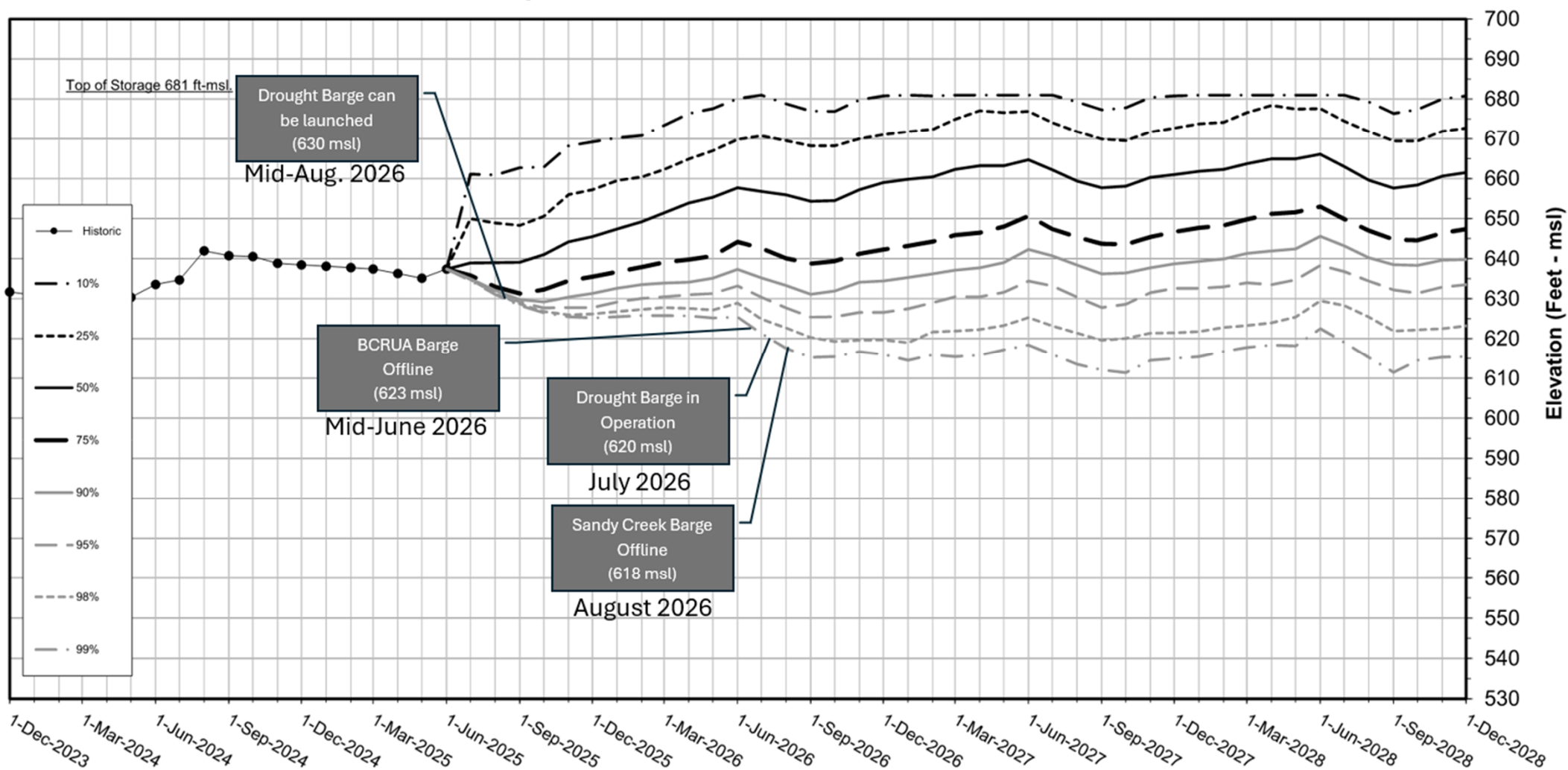
Lakes Buchanan and Travis Total Combined Storage Projections



Date: June 1, 2025

Note: One acre-foot equals 325,851 gallons

Lake Travis Long Range Elevation Forecast **Projections of Constant Future Likelihood for Lake Elevation Exceedence** **Projected Demands and 2020 WMP**



Phase 3 & 4

Contingent on Lake Travis elevation

Mid-September 2025 – Phase 3 escalation (if LCRA Enters Stage 3)

- No automatic irrigation. Hand watering only

Previously October 2025

Mid-June 2026 – Phase 4 escalation (623 msl)

- BCRUA Barge & Plant offline
- Leander limited to Sandy Creek plant and barge, 12 MGD max
- No outdoor watering

July 2026 – Emergency barge activated (620 msl)

- Connect to Sandy Creek plant, 9 MGD max
- Sandy Creek barge offline

August 2026 – Sandy Creek barge not viable (618 msl)

- Remain in Phase 4 until elevations rise above 623 msl
- Could be weeks or months



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Approval of the minutes for meetings held for the canvass of May 3, 2025 General Election held on May 13, 2025 and regular meeting on June 5, 2025.

BACKGROUND:

Attached are the minutes for the canvass of the May 3, 2025 General Election on May 13, 2025 and the regular meeting held on June 5, 2025.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

PRESENTER:

Dara Crabtree, City Secretary

Fiscal Impact

Attachments:

1. Draft Minutes 05.13.2025
2. Draft minutes 06.05.2025



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

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Tuesday, May 13, 2025
Special Meeting at 3:00 PM



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

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

SPECIAL MEETING - CONVENE AT 3:00 PM

1. Open Meeting and confirm a quorum is present.

Opened meeting at 3:00 p.m. and confirmed a quorum of two or more was present.

2. Canvass the results of the General Election held on May 3, 2025, to duly elect a Councilmember Place 1, Councilmember Place 3 and Councilmember Place 5.

Motion: Approve the results as read into the record.

By: Councilmember Pantalion-Parker

Seconded: Councilmember Herrera

Vote: 3 - 0

3. Adjournment

Adjourned at 3:02 p.m.

APPROVED

MAYOR

ATTEST:

CITY SECRETARY



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

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, June 5, 2025
Briefing Workshop at 6:00 PM
Regular Meeting at 7:00 PM



**Mayor – Christine DeLisle
Place 1 – Stephen Chang
Place 2 – Michael Herrera
Place 3 – David McDonald**

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

BRIEFING WORKSHOP - CONVENE AT 6:00 PM

1. Open Meeting.

Opened meeting at 6:01 p.m.

2. Roll Call.

Roll call reflected all present.

3. Convene into Executive Session pursuant to:

1. Section 551.071, Texas Government Code, and Section 1.05 Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding acquisition of property for public purpose; and
2. Section 551.071, Texas Government Code, and Section 1.05 Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding legal issues related to opening and closing of public rights-of-way.

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

1. Acquisition of property for public purpose; and
2. Legal issues related to opening and closing of public rights-of-way.

Convened into Executive Session at 6:02 p.m.; reconvened into open session at 6:25 p.m.

1. No action.
2. No action.

Briefing workshop adjourned at 6:25 p.m.

REGULAR MEETING – CONVENE AT 7:00 PM

4. Open Meeting, Invocation and Pledges of Allegiance.

Opened meeting at 7:01 p.m.; Wendall Holmes provided the invocation and Mayor DeLisle led the Pledges of Allegiance.

5. Roll Call.

Roll call reflected all present.

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

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

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

None.

7. Recognitions/Proclamations/Visitors.

- Junteenth

8. Staff Reports

- State Legislative Update
- Economic Development Programs

State Legislative Update included legislative priorities; administrative bills; annexation/de-annexation bills; finance bills; land use bills; tax bills; transportation bills; and water bills.

Economic Development Programs included partnerships; primary employers programs and qualifications; restaurant program and qualifications; small business size up Leander program and business guide; Old Town program, funding and incentive; infrastructure improvements; and outreach and public engagement.

CONSENT AGENDA: ACTION

Motion: Approve consent agenda items 9 through 21.

By: Mayor Pro Tem Thompson

Seconded: Councilmember McDonald

Vote: 7 - 0

9. Approval of the minutes for meeting held on May 15, 2025.

10. Approval of Brushy Creek Regional Utility Authority (BCRUA) Resolution authorizing the BCRUA President to execute the amended and restated Master Agreement and Bylaws providing for significant amounts of duplicative language removed and combining seven (7) amendments into one (1) document;

recitals being updated and all exhibits revised, updated and reduced to seven (7) exhibits and other related matters.

11. Approval of Brushy Creek Regional Utility Authority (BCRUA) Resolution authorizing the BCRUA president to execute Supplemental Contract No. 4 with Walker Partners in the amount of \$8,009,777.00 for the bid and construction phase services for the BCRUA Phase 2A for a new contract amount of \$11,586,365.00.
12. Approval of a Special Event Permit for the City's annual Liberty Fest event to be held on July 3, 2025, at Devine Lake beginning at 6:00 p.m.; and with the inclement weather event date being July 4, 2025, for fireworks only.
13. Approval of Task Order No. MATLT-REL-CIPS23-019-05 for material testing services for San Gabriel Parkway Phase 2 (CIP T.11) with UES Professional Solutions 45, LLC in the amount of \$81,775.00; and authorize the Assistant City Manager, in the absence of the City Manager, to execute any and all necessary documents.
14. Award of Solicitation CIPS25-007 to Asphalt Inc., LLC dba Lone Star Paving Company, for Roadway Rehabilitation Fiscal Year 2025 in the amount of \$1,411,219.55; providing for roadways in various locations are evaluated and selected annually for rehabilitation based on the severity and extent of the distress observed by Public Works staff, and identified in the pavement condition assessment performed by Applied Research Associates; and authorize the Assistant City Manager, in the absence of the City Manager, to execute any and all necessary documents.
15. Approval of Bill of Sale and Assignment to QT South, LLC, for approximately 360 linear feet of 24" steel casing and related facilities, equipment, and appurtenances for future waterline installation in the amount of \$475,860.50; and authorize the Assistant City Manager, in the absence of the City Manager, to execute any and all necessary documents.
16. Approval of a Resolution authorizing the submission of a Detailed Application (DA) to the Texas Department of Transportation (TxDOT) 2025 Transportation Alternatives (TA) Call for Projects including available and anticipated future funds for bicyclist and pedestrian infrastructure and planning; and authorize the Assistant City Manager, in the absence of the City Manager, to execute any and all necessary documents.
17. Approval of the Second Reading of an Ordinance regarding Zoning Case Z-25-0164 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) and Interim SFS-2-B (Single-Family Suburban) to GC-3-C (General Commercial) on one (1) parcel of land 4.68 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcel R031240; and generally located northwest of the intersection of Ronald W. Reagan Boulevard and E. Crystal Falls Parkway, approximately 250 feet west of the intersection on the north side of E. Crystal Falls Parkway, Leander, Williamson County, Texas.
18. Approval of the extension of the approval of the construction plan permit associated with Subdivision Case PICP-22-0008, 3219 N. Lakeline Boulevard public improvement construction plans regarding the extension of water and wastewater improvements along 3219 N. Lakeline Boulevard, as more particularly described by Williamson County, Texas.
19. Acceptance of the Quarterly Investment Report for the period ending March 31, 2025.
20. Approval of an expenditure of \$64,067.43 to purchase door access equipment, underground conduit, power supplies, and related professional services from Siemens Industry, Inc. utilizing Sourcewell contract 030421-SIE for the purpose of adding access control capabilities to the City of Leander's Joule facility; and authorize the Assistant City Manager, in the absence of the City Manager, to execute any and all necessary documents.

21. Approval of an Interlocal Cooperation Contract agreement between The University of Texas at Austin and the City of Leander allowing the City to utilize Regional Security Operations Center (RSOC) cybersecurity services; and authorize the Assistant City Manager, in the absence of the City Manager, to execute any and all necessary documents.

PUBLIC HEARING: ACTION

22. Conduct a Public Hearing pursuant to Chapter 26, Texas Parks and Wildlife Code regarding the proposed dedication of a utility easement on public parkland located on Lot 17, Block F, Crystal Springs Phase 1 Subdivision more particularly described by Williamson Central Appraisal District Parcel WCAD Parcel R573921, Leander, Williamson County, Texas, for the purpose of installation, maintenance, and operation of underground electrical facilities and other utilities; whether there is no feasible and prudent alternative to the use or taking of such land; and whether the project includes all reasonable planning to minimize harm to the land, as a park.
- Discuss and consider action an Ordinance making findings pursuant to the Texas Parks and Wildlife Code, regarding the easement dedication as described above requiring use of public parkland for the utility easement and installation of public infrastructure; approving the form of the easement and authorizing the City Manager or designee to execute any and all necessary documents

Opened Public Hearing at 7:39 p.m.; closed Public Hearing at 7:39 p.m. No one spoke in favor or opposition of the request.

Motion: Approve proposed utility easement on public parkland.

By: Mayor Pro Tem Thompson
Seconded: Councilmember McDonald

Vote: 7 - 0

23. Conduct a Public Hearing and consider action regarding Zoning Case Z-25-0159 to amend the current zoning of SFR-1-B (Single-Family Rural) to adopt the VFW Post 10427 Minor PUD (Planned Unit Development) with the base zoning district of LC-2-A (Local Commercial) on three (3) parcels of land approximately 22.409 acres ± in size, more particularly described by Williamson Central Appraisal District Parcels R031314, R375914, and R433127; and more commonly known as 8760 RM 2243, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0159 as described above.

Opened Public Hearing at 7:42 p.m.; closed Public Hearing at 7:43 p.m. Anita Chumnanvech, 708 Plamos, Leander, spoke in favor of the request. No one spoke in opposition of the request.

Motion: Approve Zoning Case Z-25-0159.

By: Councilmember McDonald
Seconded: Councilmember Ross

Vote: 7 - 0

24. Conduct a Public Hearing and consider action regarding Ordinance Case OR-25-0030 to amend the Composite Zoning Ordinance to adopt standards and a permitting process associated with micro-trenching, and to provide for related matters; Williamson & Travis Counties, Texas.

- Discuss and consider action regarding Ordinance Case OR-25-0030 as described above.

Public Hearing opened at 7:52 p.m.; Public Hearing closed at 7:58 p.m. Speaking in favor of the request was Bird Holmquist, 816 Congress Avenue, Suite 1100, Austin, and John-Michael Cortez, 2401 Moreno Street, Austin. No one spoke in opposition of the request.

Motion: Approve Ordinance Case OR-25-0030 as amended, following a discussion.

By: Mayor DeLisle

Seconded: Mayor Pro Tem Thompson

Vote: 7 - 0

[City Council took a brief recess at 8:28 p.m.; reconvened at 8:39 p.m.]

25. Conduct a Public Hearing regarding Special Use Case Z-25-0165 to consider action on a Special Use Permit to allow for a smoke shop on one (1) parcel of land approximately 0.155 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R036105; and commonly known as 106 W. Willis Street, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0165 as described above.

Opened Public Hearing at 8:47 p.m.; Public Hearing closed at 8:50 p.m. No one spoke in favor of the request. Anita Chumnanvech, 708 Plamos, Leander, spoke in opposition of the request.

Motion: Approve Special Use Case Z-25-0165 to allow a smoke shop with a time limit of five (5) years with the following conditions: the exterior of the building shall remain in character with the SmartCode and Old Town; and additional exterior signage shall be limited to signage to be consistent with the SmartCode and Old Town.

By: Mayor DeLisle

Seconded: Mayor Pro Tem Thompson

Vote: 5 - 2 (Mayor Pro Tem Thompson, Councilmember Naudin)

REGULAR AGENDA

26. Discuss and consider action on a waiver to the residential phasing plan requirements for Subdivision Case CP-25-0043 Lost Woods Estates Concept Plan on one (1) parcel of land 28.12 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R338811; and generally located southeast of the intersection of CR 175 and Mineral Drive, Leander, Williamson County, Texas.

Motion: Approve Subdivision Case CP-25-0043.

By: Mayor DeLisle

Seconded: Councilmember Chang

Vote: 7 - 0

27. Discuss and consider action on Development Agreement Case DA-24-0020 Messina Office & Retail Development Agreement between Windy Terrace Phase 8, LLC and the City of Leander to establish a reimbursement agreement for the construction of S. Chitalpa Street for a property located on one (1) parcel of land 15.4067 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R462742; and generally located 1,000 feet to the southeast of the intersection of 183A Toll Road and Bulbine Drive, Leander, Williamson County, Texas.

Motion: Approve Development Agreement Case DA-24-0020.

By: Councilmember McDonald
Seconded: Councilmember Ross

Vote: 7 - 0

28. Receive presentation and accept the 2025 Leander Public Arts and Culture Master Plan.

Following a discussion, the Master Plan was remanded back to the Leander Public Arts and Culture Master Plan.

29. Discuss and consider action on the Telecommunications Marketing and Master Ground Lease Agreement between the City of Leander and Branch Communications, LLC, for the marketing, leasing, development, and management of telecommunication facilities on City-owned properties; and to authorize the Assistant City Manager, in the absence of the City Manager, to execute any and all necessary documents.

Motion: Approve the Telecommunications Marketing and Master Ground Lease Agreement with Branch Communications, following a discussion.

By: Mayor DeLisle
Seconded: Councilmember Chang

Vote: 6 - 1 (Councilmember Naudin)

30. Discuss and consider action on the City of Leander Facility Master Plan Proposal submitted by Parkhill; and to authorize the Assistant City Manager, in the absence of the City Manager, to execute any and all necessary documents.

Motion: Approve Facility Master Plan submitted by Parkhill, following a discussion.

By: Mayor DeLisle
Seconded: Mayor Pro Tem Thompson

Vote: 7 - 0

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

None.

32. Council Member Closing Statements.

Michael Herrera - commented on upcoming Old Town Street Festival.

Na'Cole Thompson - invited everyone to Old Town Street Festival and Juneteenth Block Party.

Christine DeLisle - stated tonight's dinner came from Chipolte, reminded everyone to shop local, commented on upcoming events, thanked staff for all they do, and reminded every to take the community survey.

33. Adjournment

Adjourned at 10:50 p.m.

APPROVED

MAYOR

ATTEST:

CITY SECRETARY



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Approval of buyers representation agreement with Avison Young for real estate broker services; and authorize the City Manager to execute any and all necessary documents.

BACKGROUND:

As the City grows, the City's need for adequate facilities to deliver services and amenities to its citizens in addition office space for employees has grown as well. City staff proposes that the Council approve an agreement with Avison Young for Real Estate Broker Services to assist the City with property acquisitions in support of the City's facility planning and project delivery efforts.

This agreement has a term of twelve (12) months and provides brokerage services on a fee for services basis. The City would direct Avison and Young those properties it wishes to pursue, and the firm would evaluate them and assist the City with the acquisition process. Evaluation of sites would include demographic data and comparable sales data.

Avison Young is an experience brokerage firm that works in major commercial markets throughout the US, including projects within the greater Austin area. Their knowledge and experience will greatly assist Leander with its land acquisition needs, especially considering that Leander is one of the region's most active commercial development markets. Professional brokerage assistance will help to ensure that the City is acquiring properties at market-appropriate rates.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval.

PRESENTER:

Deron K. Henry, Associate City Attorney

Fiscal Impact

Attachments:

1. Buyers Rep Agreement



EXCLUSIVE BUYER REPRESENTATION AGREEMENT

The City of Leander ("Client") hereby appoints Avison Young - Texas or its nominee(s), associate(s), Co-Broker(s) or affiliate(s), (collectively "Agent"), as its exclusive real estate broker to identify and negotiate the purchase and/or lease of properties located within the City of Leander.

1. Brokerage Services.

- a. Agent agrees to provide Client with professional real estate brokerage services (hereinafter called "Services") in connection with Client's purchase and/or lease of a property or multiple properties.
- b. Agent shall evaluate properties identified and brought forward for consideration by either the Client, Agent or Third Parties for potential acquisition and/or lease. Evaluation of each property will include;
 - i. Demographic information.
 - ii. Comparable sales data.
- c. Client shall direct Agent on which properties to pursue and Agent shall assist Client in obtaining written agreements to purchase and/or lease said property or properties upon terms and conditions acceptable to Client, in its sole discretion.
- d. All negotiations shall be conducted with Agent's involvement, subject to Client's final approval. It is understood that Client will refer to Client's legal counsel all legal matters relating to a potential real estate transaction, and will not look to Agent for legal counsel.
- e. Client acknowledges that Avison Young – Texas, LLC will Co-Broker the above referenced purchase transaction(s) with PCR Brokerage Austin, LLC d/b/a Partners pursuant to a separate written Co-Broker Agreement between these two parties. Corey Martin (TREC lic. # 686952) of Avison Young – Texas, LLC and Andrew Alizzi (TREC lic. # 676117) of PCR Brokerage Austin, LLC are the Sales Agents of record representing Client under this Agreement.

- f. This Agreement excludes properties that Client acquires or seeks to acquire through eminent domain, or that are conveyed to the Client through the Client's development processes and is property that has not been presented by or involving Agent.

2. Term.

- a. This Agreement shall be in effect for a period of twelve (12) full calendar months ("Term") from the date of mutual execution (the "Effective Date").
- b. Client may terminate this Agreement for any reason by providing written notice to Agent no less than ninety (90) days prior to the expiration of the Term.
- c. After the initial Term, unless this Agreement is terminated by Client, this Agreement shall automatically renew for an additional period of twelve (12) full calendar months.

3. Fee for Services.

- a. Agent shall look first to the seller or lessor as the case may be, for its commission in any purchase or lease, however, in the event seller or lessor is unwilling to pay a commission, Client agrees to pay Agent a commission per the following schedule:

Three percent (3.0%) of the gross sales or lease price up to the first \$20 million; thereafter,
One percent (1.0%) of the gross sales or lease price from \$20 million to \$30 million;
thereafter,
One half percent (0.5%) of the gross sales or lease price.

- b. Said commission shall be earned by Agent at full execution by the Client of a purchase Agreement, lease Agreement or joint venture partnership Agreement, however, Client shall not deal directly with any other broker, nor will Client execute an Agreement that does not address Agent as Client's broker to be due a commission. Should Client breach this Agreement, Client shall pay Agent directly the amount Agent would have otherwise earned if Client did not breach this Agreement.
- c. Subsequent to the termination of this Agreement, Client shall continue to recognize Agent as exclusive Broker in accordance with the terms hereof, with respect to any prospective property which Agent has submitted to Client or Agent has participated with the Client in evaluating during the Term of this Agreement for a period of six (6) months after the termination date.
- d. Client acknowledges that Agent may represent potential landlords or sellers, and we hereby agree to appoint Broker to act as an Intermediary under The Texas Real Estate License Act if such representation exists. Such written consent shall be consistent with the attached "Information About Brokerage Services."

- e. This Agreement shall be governed by Texas law, without regard to its conflicts of laws provisions. Venue shall lie in Travis County, Texas.

[SIGNATURE PAGE TO FOLLOW]

AGREED AND ACCEPTED:

By: _____

Todd Parton

City Manager

City of Leander, a Texas home rule municipality

Date: _____

By: _____

Ted Rohan

Managing Director

Avison Young- Austin LLC

Date: _____



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Ratify City Manager's appointment of Otis Williams as Chief Financial Officer.

BACKGROUND:

The City Manager has selected Otis Williams, for the position of Chief Financial Officer and brings forward for the City Council's approval. The Home Rule Charter, Section 7.04, Department Directors requires City Council action for final approval of appointment.

Mr. Williams has more than 30 years of experience in state and local government, including positions with the State of Texas, District of Columbia, and the City of Austin. Over the past several months, he has served as the Interim Chief Financial Officer and has been impactful in evolving the Finance Department to better meet the needs of a growing, dynamic organization.

His qualifications include a BBA from Huston-Tillotson University and an MBA from Dallas Baptist University. Throughout the course of his career, he has demonstrated the ability to lead complex financial operations and develop and implement strategies to increase efficiencies and cost-effectiveness.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Ratify the appointment.

PRESENTER:

Todd Parton, City Manager

Fiscal Impact

Attachments:

1. Otis' Bio



City of Leander, Texas
Office of the Chief Financial Officer

Otis E. Williams, MBA, CTCM
Chief Financial Officer

Mr. Otis E. Williams has over 30 years of experience in state and local government, having held key leadership positions with the State of Texas, the District of Columbia, and the City of Austin. As the Interim Chief Financial Officer for the City of Leander, he oversees the Finance Department, which is responsible for developing financial policy and managing core functions including accounting, budget development, purchasing, payroll, debt management, utility billing, and annual external audit reporting. He is a results-driven executive known for his expertise in financial management, operational efficiency, and organizational performance.

Throughout his career, Mr. Williams has demonstrated a proven ability to lead complex financial operations, identify areas for improvement, and implement innovative, cost-effective solutions. One of his most impactful accomplishments was consolidating city staff into a newly developed office complex, successfully eliminating several facility leases and saving taxpayers an estimated \$6 million annually. In addition, he led the implementation of a Performance-Based Budgeting System, working closely with department heads to reduce budgetary pressures and align spending with strategic goals.

Mr. Williams is committed to working collaboratively with elected officials, executive leadership, and community stakeholders to strengthen financial stewardship, enhance public service delivery, and support the City of Leander's continued growth and success. He holds a Master of Business Administration in Management from Dallas Baptist University and a Bachelor of Arts in Business Administration from Huston-Tillotson University. He is also certified as a Texas Contract Manager (CTCM).



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Ratify the City Manager's appointment of Gary Ignal to the City of Leander Fire Fighters' Civil Service Commissioner with a term expiring in June 2028.

BACKGROUND:

Pursuant to a special election held on May 4, 2024, the voters of the City of Leander voted to adopt Chapter 143 of the Texas Local Government Code ("Chapter 143") providing for civil service for fire fighters.

Chapter 143 further states under Section 143.006(b) that the commission consists of three members appointed by the municipality's chief executive and confirmed by the governing body of the municipality. Members serve staggered three-year terms with the term of one member expiring each year with initial appointments having staggered terms of one member with a three-year term, one member with a two-year term and one member with the one-year term.. Initial appointments were made on or about June 20, 2024, with the appointment of the initial one-year term expiring in 2025.

Five excellent applications were received for this position. A City staff team interviewed the applicants and provided their input into the selection process. Based upon a review of the applicants' submitted materials and the interviews, Mr. Gary Ignal was selected. Mr. Ignal's professional experience includes 20 years as a sworn officer in Austin and as a human resources consultant, specifically in the area of municipal civil service.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

PRESENTER:

Todd Parton, City Manager

Fiscal Impact

Attachments:

1. Gary Ignal Bio

GARY IGNAL

1140 Swan Flower St Leander, TX, 78641 (512) 470-7857 [REDACTED]

OBJECTIVE

Accomplished retired law enforcement leader with a demonstrated ability to build rapport, mentor teams, and navigate complex interpersonal situations. Eager to apply these exceptional people skills and strategic thinking to any situation while contributing to employee development, personal relationships, or organizational success.

EXPERIENCE

City of Austin, Austin, TX

Human Resources Consultant, May 2023-present

- Frequently works with the Municipal Civil Service (MCS) in the capacity of proctor for civil service exams and assessment centers
- Informs and impacts management in making sound human resources-related decisions within the area of specialization
- Conducts training to departments regarding updates to policies, personnel procedures, and classification programs
- Provides advice and counsel to management and other employee groups on a broad range of human resources issues within the field of employee relations
- Observes, interviews, surveys employees, and conducts group meetings to collect job, organizational, and occupational information

Austin Police Department, Austin, TX

Sworn Law Enforcement Officer, May 2002-May 2023

- Worked with the public on a routine basis, providing exemplary customer service
- Certified instructor tasked with teaching new hires, as well as current employees. Created and implemented department-wide training to include composing PowerPoint presentations and speaking to large groups
- Field Training Officer responsible for training new officers on how to perform the job of law enforcement accurately
- Collaborated with external departments such as Human Resources to resolve cases involving EEOC complaints, including but not limited to sexual harassment, hostile work environment, and retaliation

EDUCATION

Rio Salado College

Tempe, AZ

Law Enforcement Technology (Dec 2003)

ADDITIONAL ACHIEVEMENTS

- Combat Veteran with the United States Army, earning two Bronze Stars
- Master Peace Office License
- Tele-Communicator License
- Excellent written and verbal communication skills
- Independent, self-motivated



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Approval of a service agreement by and between the City of Leander and LION Organizational Development Institute, LLC, providing for a scope of work including retention and cost reduction, decreased overtime costs, improved operational efficiency, and reduced legal and liability risks for the Leander Police Department in the amount of \$85,000.00; and authorize the City Manager to execute any and all necessary documents.

BACKGROUND:

The LION Institute Transition Model provides a structured and research-backed approach to managing organizational change by addressing the human and psychological aspects of transition. This model is particularly effective in high-stakes professions such as law enforcement, where resistance to change is often high due to the nature of the work, rigid hierarchy, and operational demands. However, when implemented strategically, it becomes a game-changer for departments looking to strengthen leadership, reduce conflict, and create a resilient and committed workforce.

Leander has a dynamic and high-performing Police Department (LPD). LPD faces the same stresses and pressures impacting law enforcement agencies throughout the US. As a result, law enforcement agencies are experiencing increasing levels of burnout, declining morale, and increasing attrition rates/turnover. However, these stresses and pressures are magnified by Leander's growth and development. LION will provide services that will help the City of Leander proactively tackle these issues. LPD is extremely vital to the continued success of the community and providing effective organizational and operational resources will help to ensure the continued success of the Department as it tackles the evolving challenges created by Leander's continued evolution.

This initiative would be conducted in three phases:

- Phase 1 - Assess LPD's existing Departmental culture and prepare City staff for potential changes,
- Phase 2 - Establish a new cultural framework, and
- Phase 3 - Integrate new cultural elements into the Departmental framework.

LION will approach this as an employee-centered effort. Each employee will be provided the opportunity to provide confidential feedback in a safe and protected manner and their feedback will be foundational to this initiative. It is anticipated that this work will be completed within seven (7) months.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval.

PRESENTER:

Christy Davis, Human Resource Director

	<u>Fiscal Impact</u>
<u>Amount requested:</u>	\$85,000.00
<u>Approved in current budget (Yes / No):</u>	Yes
<u>Expenditure (New / Amended):</u>	New
<u>Recurring or one-time:</u>	One-time
<u>Fund source (Operating / Utility / etc.):</u>	General

Attachments:

1. LION Service Agreement

STATE OF TEXAS)
)
COUNTY OF WILLIAMSON) SERVICE AGREEMENT

THIS SERVICE AGREEMENT entered into this ____ day of _____, 2025 for Organizational Change Services (this "Agreement") is made and entered into by and between the City of Leander, Texas, a Texas home rule municipal corporation ("the City") and LION Organizational Development Institute, LLC, a Texas limited liability company ("Contractor"), an organization located at Round Rock, Texas, collectively referred to as the "Parties."

WITNESSETH:

WHEREAS, the City would like to contract with the Contractor for the Services contemplated herein.

NOW, THEREFORE, in consideration of the promises and mutual covenants and agreements set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Contractor and the City, agree as follows:

1. Scope of Services. Contractor shall undertake and complete the following services as more specifically described in the proposal document attached hereto and incorporated herein by reference as **Exhibit A** ("the Services"): Organizational Change and Cultural Transformation for the City of Leander Police Department.

2. Commencement and Completion of Services. Contractor shall begin Services immediately upon receipt of a fully executed copy of this Agreement. Contractor shall complete the Services within seven (7) months from the Effective Date, unless such date is otherwise extended pursuant to the terms of this Agreement.

3. Term. This Agreement shall be for a term ("the Initial Term") beginning on the Effective Date entered below and ending on the earlier of seven (7) months from the Effective Date. Either Party may extend the Initial Term for an additional period of five (5) month(s) by notifying the other Party in writing of its request to extend the term, such notice being sent at least sixty (60) days prior to the end of the Initial Term. The Party receiving the request for extension may reject the extension by notifying the requesting Party in writing of its rejection of the requested extension, such notice being sent at least thirty (30) days prior to the end of the Initial Term.

4. Compensation. In consideration for the Services performed by Contractor, the City agrees to pay Contractor in the amounts and manner indicated on the document attached hereto and incorporated herein as **Exhibit A**, provided that the total amount for services under this Agreement shall not exceed Eighty-Five Thousand Dollars (\$85,000). The City shall pay properly invoiced amounts for Services performed within thirty (30) days of receipt of the invoice, except where the City has raised an objection to the invoice.

5. RESERVED.

6. Confidentiality and Ownership of Documents. Contractor shall keep confidential information and documents provided by the City confidential and shall not release them without the consent of the City. Upon completion of Services and payment of the Compensation owed, all documents created for the City pursuant to this Agreement shall be the property of the City and shall be provided to the City by Contractor.

7. Insurance. Contractor shall procure, at its own expense, general liability insurance with a minimum per occurrence limit of one million dollars (\$1,000,000.00) and additional coverage sufficient to cover the Services being provided under this Agreement as determined by the City. Contractor shall provide the City with written notice of any coverage limit change on the insurance. Contractor shall provide the City with proof of insurance required hereunder. The City shall be named as an additional insured on the policy.

8. INDEMNIFICATION. CONTRACTOR SHALL INDEMNIFY, DEFEND, SAVE AND HOLD HARMLESS THE CITY AND ITS OFFICERS, EMPLOYEES AND AGENTS FROM AND AGAINST ALL CAUSES OF ACTION, FINES, JUDGMENTS, LOSSES, CLAIMS, DAMAGES, LIABILITIES, COSTS AND EXPENSES, INCLUDING REASONABLE ATTORNEYS' FEES AND EXPENSES, JOINT OR SEVERAL, WHETHER THEY BE FOR PERSONAL INJURY OR PROPERTY DAMAGE OR ANY OTHER TYPE OF CLAIM, WHICH MAY BE ASSERTED AGAINST ANY OF THEM ARISING OUT OF OR RELATED TO (I) ANY ACTION BY CONTRACTOR OR ITS AGENTS IN THE CARRYING OUT OF THE SERVICES DURING THE TERM OF THIS AGREEMENT; (II) THE NEGLIGENCE OR WILLFUL OR WANTON MISCONDUCT OF CONTRACTOR OR ITS AGENTS; (III) ANY VIOLATION OF ANY REQUIREMENT APPLICABLE TO CONTRACTOR OR ITS AGENTS UNDER ANY FEDERAL, STATE, OR LOCAL LAW OR REGULATION, (IV) THE FAILURE OF CONTRACTOR TO PERFORM SPECIFIED DUTIES UNDER THIS AGREEMENT, OR (V) THE BREACH OF THIS AGREEMENT BY CONTRACTOR, EXCEPT IN EACH CASE TO THE EXTENT CAUSED BY THE GROSS NEGLIGENCE OR WILLFUL OR WANTON MISCONDUCT OF THE CITY. OBLIGATIONS UNDER THIS SECTION SHALL NOT BE LIMITED TO THE LIMITS OF COVERAGE OF INSURANCE MAINTAINED OR REQUIRED TO BE MAINTAINED BY CONTRACTOR UNDER THIS AGREEMENT AND WILL NOT BE LIMITED BY COMPARATIVE NEGLIGENCE STATUTES. THIS SECTION SHALL SURVIVE THE TERMINATION OF THIS AGREEMENT.

9. Termination. Either Party may terminate this Agreement by providing sixty (60) days written notice to the other Party.

10. Non-Discrimination. Contractor hereby agrees to refrain from any activity in the performance of this Agreement that discriminates against any person or persons based upon race, color, creed, national origin, religion, sex, or communicable disease, in accordance with present federal and state laws.

11. Independent Contractor. Contractor shall be fully responsible for its employees, including meeting all state and federal requirements for minimum wage, income tax withholding, workers' compensation, insurance, and all city, state, and federal requirements governing employer/employee relations. Contractor hereby certifies that it shall be and is in compliance with all such regulations, laws and requirements.

12. No Third Party Benefit. Nothing herein expressed or implied is intended, or shall be construed, to confer upon or give to any person or entity, other than the parties, any right or remedy under or by reason of this Agreement.

13. Governing Law and Venue. This Agreement shall be governed by the laws of the State of Texas as to all matters, including but not limited to matters of validity, construction, effect and performance, without regard to conflict of law principles. All actions regarding this Agreement shall be in a court of competent subject matter jurisdiction in Williamson County, Texas.

14. Severability. If any clause or provision of this Agreement is held invalid, illegal or unenforceable under present or future federal, state or local laws, including but not limited to the City Code of the City, then and in that event it is the intention of the parties hereto that such invalidity, illegality or unenforceability shall not affect any other clause or provision hereof and that the remainder of this Agreement shall be construed as if such invalid, illegal, or unenforceable clause or provision was never contained herein.

15. Notices. All notices, consents, demands, requests and other communications which may or are required to be given hereunder shall be in writing and shall be deemed duly given if personally delivered or sent by United States mail, registered or certified, return receipt requested, postage prepaid, to the addresses set forth hereunder or to such other address as the other party hereto may designate in written notice transmitted in accordance with this provision.

In case of the City, to:
City of Leander, Texas
Attention: City Manager
105 N. Brushy Street
Leander, TX 78641

With a copy to:
The Knight Law Firm
Attn: Paige Saenz
223 W. Anderson Ln.
Austin, TX 78752

In case of Contractor, to:
LION Organizational Development Institute
Attn: Michael J. Alexander
PO Box 1354, Round Rock
Texas 78680

16. Entire Agreement. This Agreement and its exhibits contain the entire agreement between the parties with respect to the subject matter hereof and supersede any and all other discussions, agreements and understandings, either oral or written, between the parties with respect to the subject matter hereof.

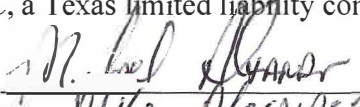
17. Amendment. No amendment to this Agreement shall be effective unless in writing signed by both parties.

18. Compliance with Laws. Contractor shall comply with all applicable federal, state, and local laws applicable to the services to be performed under this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed in duplicate originals:

CONTRACTOR:

LION Organizational Development Institute,
LLC, a Texas limited liability company

By: 

Name: Mike Alexander

Title: PRINCIPAL

THE CITY OF LEANDER, TEXAS

By: _____

Name: Todd Parton

Title: City Manager

ATTEST:

By: _____

Name: Dara Crabtree

City Secretary

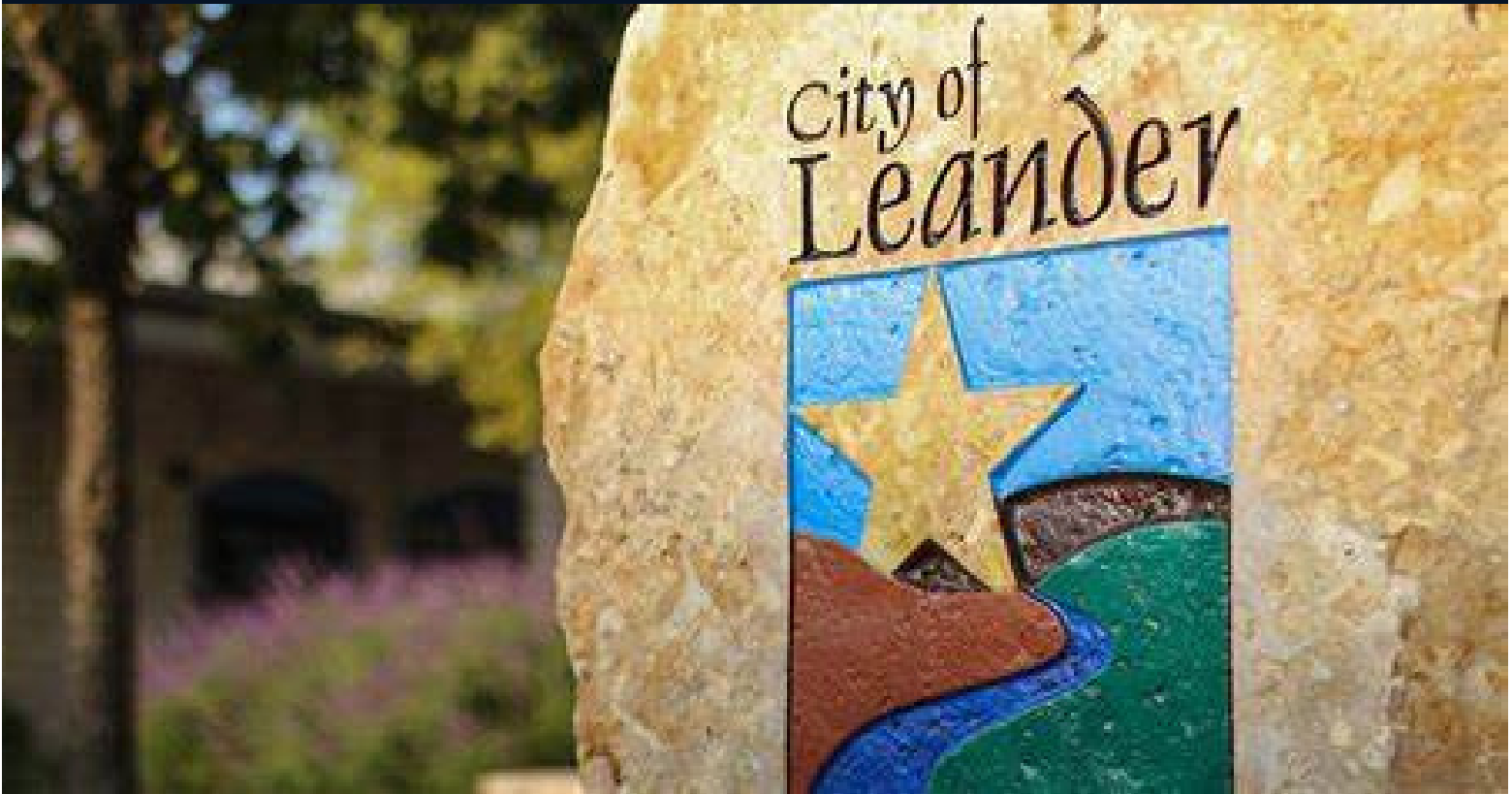
EXHIBIT LIST:

EXHIBIT "A" – Scope of Services

Exhibit A
Scope of Services



ORGANIZATIONAL CHANGE THE CITY OF LEANDER, TX



PROVIDED BY:

Michael J. Alexander

2025



> INTRODUCTION

Dear Ms. Davis,

I appreciate the opportunity to partner with you and your leadership team in addressing the critical challenges associated with cultural transformation within your organization. The role of a change agent is among the most demanding leadership responsibilities, requiring both strategic vision and resilience in the face of deep-seated institutional norms. However, as you recognize, the cost of inaction—both financially and operationally—can be severe, making intentional cultural change an imperative rather than an option.

LION Organizational Development Institute specializes in embedding within organizations to support leaders as they navigate the complexities of transition. Utilizing a transition model, we focus on guiding leadership and personnel through the three critical phases of change—Ending, Neutral Zone, and New Beginning—ensuring that the organization does not just undergo change but successfully transitions in a way that fosters engagement, trust, and operational effectiveness.

Our enclosed proposal outlines a structured process that will enable your leadership team to proactively address the underlying challenges impacting workplace culture. This initiative is designed to:

- Address perceived ill-treatment and internal conflict, particularly in trauma-induced environments.
- Mitigate the financial and psychological costs of unresolved leadership-driven conflict.
- Strengthen officer engagement, psychological safety, and operational cohesion.
- Implement embedding and reinforcing mechanisms that ensure long-term cultural transformation.



➤ INTRODUCTION

By partnering with LION, your leadership will have a dedicated container for the challenges that arise during this transformation process. Our role is to ensure that the journey is not only strategic but also sustainable—minimizing disruption while maximizing alignment with your mission, values, and operational goals.

I welcome the opportunity to discuss this proposal in greater detail and explore how we can collaboratively shape a resilient, high-performing organizational culture. Please let me know a convenient time for us to connect.

Sincerely,

Michael Alexander

Founder and Director
LION Organizational Development Institute



➤ TRANSITION INSIGHTS

DETAILED PROCESS FOR EACH PHASE OF THE CHANGE PROCESS USING LION INSTITUTE TRANSITION MODEL

The **LION Institute Transition Model** provides a structured and research-backed approach to managing organizational change by addressing the human and psychological aspects of transition. This model is particularly effective in high-stakes professions such as law enforcement, where resistance to change is often high due to the nature of the work, rigid hierarchy, and operational demands. However, when implemented strategically, it becomes a game-changer for departments looking to strengthen leadership, reduce conflict, and create a resilient and committed workforce.

WHY LEANDER MUST ACT NOW

The challenges faced by law enforcement agencies today—including officer burnout, declining morale, increasing attrition rates, and the rising costs of turnover—demand immediate and decisive action. The cost of doing nothing is far greater than the investment in this structured change process. By adopting the LION Institute Transition Model, the City of Leander can proactively tackle the root causes of dysfunction, enhance leadership effectiveness, and build a sustainable law enforcement culture that retains top talent and mitigates financial loss.

LONG-TERM FINANCIAL & OPERATIONAL BENEFITS

- **Retention & Cost Reduction:** The cost of replacing a single officer can range from \$50,000 to \$100,000, factoring in recruitment, training, and lost productivity. By addressing internal dysfunction and improving leadership engagement, Leander can prevent unnecessary turnover and retain experienced officers who are already well-integrated into the department's culture and mission.
- **Decreased Overtime Costs:** High attrition rates result in increased overtime pay, which can skyrocket a department's budget. By fostering a positive work environment through structured cultural change, Leander will see a significant reduction in overtime reliance.



➤ TRANSITION INSIGHTS

- **Improved Operational Efficiency:** When officers feel psychologically safe and engaged, they perform better, communicate more effectively, and make fewer costly mistakes in the field. This directly impacts public safety outcomes and enhances the department's credibility with the community.
- **Reduced Legal & Liability Risks:** Unresolved conflict and leadership dysfunction increase the risk of costly lawsuits related to workplace harassment, discrimination, and misconduct. Implementing this transition model proactively protects the city from financial and reputational damage.

The three phases of transition—Ending, Neutral Zone, and New Beginning—serve as a roadmap for organizations to successfully shift their culture, minimize resistance, and build a more resilient workforce. Below is a detailed process for each phase, tailored for Leander's organizational change initiative. This process will be embedded with targeted training sessions designed to equip personnel with essential skills to navigate and sustain cultural transformation.



➤ PHASE 1: ENDING

PHASE 1: ENDING

“LETTING GO OF THE OLD CULTURE”

Objective: To acknowledge and address the aspects of the current culture that no longer serve the organization’s mission and goals while preparing employees for transition.

KEY ACTIONS & STRATEGIES

Leadership Acknowledgment & Commitment

- Leaders must recognize and openly communicate the need for change.
- Transparency about the reasons for change fosters trust.
- Establish a core leadership team responsible for guiding the transition.
- **Training Embedded:** Solutions to Hidden Hazards of Policing and Leadership – providing a framework for high-risk leadership situations.

Conduct a Cultural Audit

- Assess the current organizational culture through surveys, focus groups, and confidential interviews.
- Identify pain points, leadership conflicts, areas of resistance, and cultural norms that no longer align with the organization’s vision.
- **Training Embedded:** Communication Through Conflict – helping personnel address grievances constructively.

Address Perceived Ill-Treatment & Trauma-Induced Dysfunction

- Conduct targeted assessments to understand how unresolved conflicts affect workplace morale.
- Implement immediate interventions for leadership-driven dysfunction to prevent further deterioration of trust and team cohesion.
- **Training Embedded:** Managing Transitions for Organizational Resilience – equipping leaders with skills to navigate resistance and uncertainty.

Communicate the Change Process

- Develop a structured Change Communication Plan outlining:
 - Why change is needed
 - What is ending
 - How employees will be supported during the transition
- Conduct town hall meetings and department briefings to clarify expectations and answer concerns.
- **Training Embedded:** Communication Strategy for a Psychologically



> PHASE 2: NEUTRAL ZONE

- Safe Workplace – ensuring effective internal messaging.

Facilitate Emotional Processing & Sense of Loss

- Recognize that letting go of old ways can feel like a loss to employees.
- Provide structured opportunities for officers and staff to express concerns, frustrations, or fears.
- **Training Embedded:** Boundaries and Leadership for Preventing Burnout – addressing emotional exhaustion and workplace stress.

PHASE 2: THE NEUTRAL ZONE

“MANAGING UNCERTAINTY & BUILDING A NEW CULTURAL IDENTITY”

Objective: To provide stability and clarity while employees navigate the uncertainty of transition, ensuring that the new cultural framework is embraced and reinforced.

KEY ACTIONS & STRATEGIES

Establish a “Safe Holding Environment”

- Create structured support systems to help employees navigate uncertainty, including:
 - Leadership check-ins
 - Peer support groups
- Psychological safety initiatives
- **Training Embedded:** Leveraging Diversity in the Workplace – fostering inclusion and collaboration.

Build Psychological Safety & Trust

- Implement structured psychological safety assessments to measure whether employees feel safe expressing concerns, asking questions, and engaging in the change process.
- Train leaders in Crucial Conversations to address conflict constructively.
- **Training Embedded:** Recognizing Psychological Triggers for Enhanced Decision-Making – increasing awareness of unconscious biases and reactions.



PHASE 3: NEW BEGINNING

Pilot Small-Scale Changes & Gather Feedback

- Launch small, controlled initiatives that align with the desired cultural shift.
- Use focus groups and feedback loops to refine new processes before full-scale implementation.

Maintain Clear & Frequent Communication

- Keep employees informed with weekly or bi-weekly updates on progress and next steps.
- **Training Embedded:** Followership – ensuring that all personnel understand their role in change.

Leadership Role Modeling & Reinforcement Mechanisms

- Leaders must consistently model desired behaviors.
- **Training Embedded:** Sexual Harassment Prevention – reinforcing ethical leadership expectations

PHASE 3: NEW BEGINNING

EMBEDDING THE NEW CULTURE & ENSURING LONG-TERM SUCCESS

Objective: To reinforce the new culture, ensure sustainability, and integrate it into daily operations so that it becomes the organization's **new normal**.

KEY ACTIONS & STRATEGIES

Define & Communicate the “New Normal”

- Establish a clear vision statement reflecting the department's new cultural identity.
- Ensure all policies, processes, and leadership actions align with this vision.

Solidify New Cultural Norms with Reinforcement Mechanisms

- Use formal and informal mechanisms to embed the new culture, including:
 - New criteria for performance evaluations.
 - Adjusted leadership behaviors to align with cultural values.



> CONCLUSION

- **Training Embedded:** Resilient Badge (Officers) & The Cost of Conflict – ensuring ongoing resilience and conflict resolution skills.

Develop a Culture of Continuous Improvement

- Conduct quarterly culture check-ins through feedback sessions and employee surveys.
- Adapt processes as needed to ensure the culture remains aligned with organizational goals.

Evaluate & Measure Progress

- Use KPIs to track success, such as:
 - Employee retention rates.
 - Conflict resolution effectiveness.
 - Psychological safety metrics.
- Training Embedded: Use Group Structural Dimensions to Address Dysfunction – refining team dynamics.

Celebrate Milestones & Success Stories

- Publicly acknowledge achievements in adopting the new culture.
- Share success stories that illustrate positive transformations within the organization.
- Use celebrations and recognition events to reinforce commitment to the change process.

Institutionalize Change Through Policy & Training

- Revise Standard Operating Procedures (SOPs) and training manuals to reflect new cultural expectations.
- Make cultural training a core requirement for leadership and new hires.

CONCLUSION: BUILDING A CULTURE THAT ENDURES

Successful cultural transformation does not happen overnight—it demands commitment, patience, and bold leadership willing to make the hard but necessary decisions. The LION Institute Transition Model ensures that officers and leadership not only navigate change effectively but also emerge stronger, more engaged, and more prepared to meet the challenges of modern policing.



> CONCLUSION

This is not just about fixing problems—this is about building a future where officers feel valued, supported, and motivated to stay. This is about investing in the City of Leander’s long-term stability, fiscal health, and community trust.

THE COST OF INACTION IS TOO GREAT

Every moment spent in a culture of dysfunction, mistrust, and high attrition is a financial and operational loss. Without immediate intervention, turnover will continue to erode morale, increase overtime costs, and undermine the effectiveness of Leander’s police force. The data is clear—departments that fail to prioritize cultural transformation experience a cascade of negative outcomes, including decreased officer engagement, higher absenteeism, and ultimately, compromised public safety.

LEANDER CAN LEAD THE WAY

This is an opportunity for Leander to be a model of innovation, accountability, and resilience in law enforcement. Cities across the nation are struggling with the same issues—this transition model positions Leander as a leader in police culture transformation, setting the standard for retention, leadership engagement, and operational excellence.

This is more than just an initiative—it is an investment in the men and women who serve this community daily, ensuring they have the support, guidance, and leadership they need to thrive

THE FUTURE IS BUILT ON THE DECISIONS WE MAKE TODAY

Will Leander continue down the path of rising costs, fractured teams, and avoidable turnover, or will it seize the opportunity to create an environment where officers are committed, engaged, and invested in the long-term success of the department? The choice is clear. The time for change is not tomorrow—it is today.

The LION Institute stands ready to partner with Leander in making this transformation a reality. Let’s build a future that honors the service of our officers, protects our community, and ensures long-term stability for the City of Leander.

The time to act is now.



➤ PAYMENT DETAILS

COMPENSATION & PAYMENT TERMS

The total contract value for this engagement is \$85,000, which shall be structured as follows:

- Initial Payment: \$30,000, due upon execution of this Agreement. This amount covers the development of the assessment, creation of the digital portal, and initial data input for the first 15 staff members.
- Monthly Payments: The remaining balance shall be billed at \$7,857 per month for the next seven (7) months following the commencement of services.
- Additional Costs: Any work requested by the City of Leander that falls outside the scope of this Agreement will be subject to additional charges. Any such modifications shall require a written amendment signed by both parties.
- Payment Terms: All invoices are due within 30 days of issuance. Payments shall be made via [specified payment method, e.g., wire transfer, check, etc.].



CHIEF MICHAEL ALEXANDER (RET.)

LEADERSHIP & TRAUMA COACH

Mike Alexander is a nationally recognized expert in leadership development, ethics, and integrity training. Through collaborations with the U.S. Department of Justice Community Policing Divisions, Federal Law Enforcement Training Center, Texas Police Chiefs association, Texas Municipal League,

and Carruth Policing Institute, he has trained officers and community leaders nationwide. In 1999, he founded the LION Leadership Institute, delivering workshops on leadership engagement, employee wellness, psychological safety, emotional intelligence, and conflict resolution. Currently, he serves as an adjunct professor and leadership consultant at Austin Community College.

Mike's 25-year tenure at the Austin Police Department culminated in his role as Sergeant of the Continuing Education Division and Leadership Command College, focusing on behavioral sciences and community policing strategies. He later served as a Major in the Texas Department of Health and Human Services Office of Inspector General, leading statewide criminal investigations into abuse, neglect, and exploitation at state-supported facilities.

Recognized for his ability to stabilize organizations during leadership transitions, Mike has held Interim Police Chief positions in Balch Springs, Jacksonville, Corinth, and Palestine, as well as Interim and City Manager roles for the City of Palestine.

He holds a bachelor's degree in criminal justice and a master's degree in Organizational Development and Leadership. His certifications include:

- National Instructor in Ethics & Integrity (Federal Law Enforcement Training Center)
- Master Peace Officer & Instructor (Texas Commission on Law Enforcement)
- Leadership Consultant (Texas Police Chiefs Association, Texas Municipal League)
- Conflict & Diversity Consultant (Carruth Policing Institute)
- Enneagram Personality Practitioner & Certified Marriage Mentor

A published author, Mike brings a wealth of experience in leadership, conflict resolution, and law enforcement management, helping organizations thrive through strategic transformation.



LAURA NECHANICKY-BOOTH CRITICAL INCIDENT STRESS MANAGER

Laura Nechanicky-Booth, MS, LMFT, CEC is a Licensed Marriage and Family Therapist, Certified Crisis Trainer, and Leading Certified Enneagram Coach. She specializes in life, marriage, and leadership coaching and is passionate about helping her clients build deeper relationships

through the power of the Enneagram. She has worked closely with individuals, couples, veterans, first responders, and their families alike. In her more than 15 years of practice, she has done this work in many capacities such as clinical treatment director, private therapist and coach, an embedded provider with the National Guard, certified trainer in Crisis Intervention Training (CIT), a nationally known, police-based, first responder program.

She has been involved in numerous collaborative task forces to improve organizational systems within communities, public services, hospitals, and mental health providers. She worked at the Veterans Treatment Court in St. Louis County, a collaborative program designed to assist veterans in the criminal justice system get treatment, following recommendations, and ensuring they meet their obligations to themselves, the court, and their community.

Currently, Laura provides individual and couples coaching, leadership workshops, seminars, conferences, and retreats. She strives to build better connections within businesses, organizations, and marriages through self-awareness, resilience, and leadership skills. She is committed to helping those she works with break down barriers, communicate better, and courageously embrace living their life to the fullest.

Strong relationships equal healthier families and united communities. She believes in creating a ripple effect of love, compassion, and connection. Community organizations and Law enforcement agencies are in a unique and powerful position to amplify this ripple effect. Due to Laura's extensive professional experience, she is able to provide guidance and resources to community and law enforcement agencies so that they can make a bigger impact.

LOYALTY | INTEGRITY | OPTIMISM | NOBILITY

City of Leander's Vision Statement:

"An economically sustainable and balanced community that invites endless possibilities, celebrates its vibrant culture, and cultivates a welcoming environment."

City of Leander's Mission Statement:

"To deliver fundamental services and programs that recognize and cultivate the unique characteristics of the City, generate an inviting atmosphere, and drive purpose of place and a sense of belonging."

Poem:

In service we stand, side by side,
With respect as our guide, and trust as our stride.
Accountability we hold, both yours and mine,
In every action, we seek to align.
In the face of conflict, we choose the way,
To speak with care, and truth convey.
Through crucial talks, where emotions are high,
We find common ground, and let tensions lie.
With hearts attuned to growth and change,
Challenges we face, and skills we exchange.
In every setback, we find the light,
With open minds, we reach new height.
We serve each other, strong and true,
In every task, we see it through.
Together we build, together we grow,
In unity and strength, our purpose we show.

LET'S STAY CONNECTED



Phone

512-784-6580



Address

PO Box 1354 Round Rock, Tx, 78680



Website

www.thelion.institute



Email

mike@thelion.institute

Police Integrity



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Approval of Change Order No. 6 with Chasco Constructors, for the Raider Way and Woodview Drive Improvements (CIP T.12), providing for project closeout additions and deductions; the accumulative change is an additional \$138,924.17, for a new total of \$15,805,706.22, with no extension of term duration; and authorize the City Manager to execute any and all necessary documents.

BACKGROUND:

In 2016, the City approved bonds for improvements to Raider Way and East Woodview Drive, adjacent to Rouse High School and Wiley Middle School, in response to safety concerns and traffic congestion immediately adjacent to the two (2) schools.

The improvements included widening Raider Way and Woodview Drive, providing for center turn lanes and better controlled crosswalks, adjusting traffic signals, correcting drainage, adding detention ponds, increasing the water line size along Woodview Drive, procuring needed easements and rights-of-way, and replacing adjacent utilities underground within a duct bank of conduits and a new water line.

With an urgency to complete the project and open both Raider Way and Woodview Drive to two-way traffic, and at the request of the City, the Contractor, Chasco Constructors, worked more hours, more shifts, and weekends. The City agreed to pay for only overtime costs. At the request of the City and Leander Independent School District, Chasco Constructor hired more off-duty police officers for longer periods of time. The City agreed to pay for the costs beyond what Chasco had included in their contract. There were other smaller changes which were clarifications in design, such as adding a small retaining wall, widening or adding sidewalk sections, relocating United States postal boxes, and adding fencing adjacent to the school. There was also credit for trees which were omitted and for striping that was not needed.

With additions and deductions, the accumulative change is an addition of \$138,924.17.

HISTORY/TIMELINE:

07/06/2023 – City Council approved the original Contract Agreement in the amount of \$15,164,644.00.

11/02/2023 – City Council approved Change Order No.1 to add duct banks to the project in the amount of \$61,655.00.

11/02/2023 – City Council approved Change Order No. 2 to lower geothermal pipes in the amount of \$188,944.00.

03/07/2024 – City Council approved Change Order No. 3 to shallow and widen the pond, adjust the incoming flow and the related storm water pipes, and adjust the alignment of the geothermal pipes in lieu of cutting and shortening the pipes in the amount of \$281,326.50.

06/06/2024 – City Council approved Change Order No. 4 providing for miscellaneous changes to bring the contract up to date to reflect the current in a decrease of \$57,679.45.

09/05/2024 – City Staff approved Change Order No. 5 to address overtime work for the months of June, July, and August in the amount of \$27,892.00.

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval.

PRESENTER:

Tony Bettis, CIP Program Manager

<u>Amount requested:</u>	<u>Fiscal Impact</u>
<u>Approved in current budget (Yes / No):</u>	\$138,924.17
<u>Expenditure (New / Amended):</u>	No
<u>Recurring or one-time:</u>	Amended
<u>Fund source (Operating / Utility / etc.):</u>	One-Time
	Certificates of Obligation Series 2016

Attachments:

1. Change Order No. 6

CHANGE ORDER NO. 6

Owner:	City of Leander	Owner's Project No.:	T.12
Engineer:	Walker Partners	Engineer's Project No.:	PICP-22-0026
Contractor:	Chasco Constructors	Contractor's Project No.:	23095
Project:	Raider Way and Woodview Drive Improvements		
Contract Name:	T.12-CHAS-S23-013		
Date Issued:	05/02/2025		

The Contract is modified as follows upon execution of this Change Order:

Description: Addressing Change Order Request No. 6 and Change Order Request No. 7 to realign the projects line items for project close out.

- Change Order Request Number 6 – overall increase of \$203,637.17
 - 19 OFF-DUTY OFFICER BUDGET - Thru 9/30/24: Increase of \$96,816.10
 - 20 Overrun on TYB and TYC at Decel Lane: Increase of \$84,484.82
 - 22 Pedestrian Safety Fence: Increase of \$19,477.50
 - 23 Safety Standown - First Week of School: Increase of \$13,493.00
 - 24 Weekend OT Work August 17 - Sept 21: Increase of \$15,757.00
 - 25 RFI 62 - Arden South Add (2) TY 7 Ramps & Delete (2) TY 1B Curb Ramps: Increase of \$600.00
 - 26 RFI 064 - Demo existing sidewalk & Add 64LF of 4' sidewalk: Increase of \$970.00
 - 27 RFI 068r1 - Pond A - Sliding Gate at Jellyfish Enclosure: Increase of \$5,665.00
 - 28 RFI 067 - Added retaining wall: Increase of \$4,309.00
 - 29 RFI-069 - Added (3) Security gates at Pond entrance in lieu of pipe gate as specified: Increase of \$8,883.00
 - 31 Landscape Changes - Tree Deletion: Decrease of \$82,546.00
 - 32 Weekend OT – October: Increase of \$3,599.00
 - 33 RollKall - Off Duty Officer Fees – OCTOBER: Increase of \$17,620.00
 - 35 RollKall Charges - NOV & DEC: Increase of \$12,008.75
 - 37 RFI 078 - Concrete Pad for Parcel Lockers - Added by Leander Post Office: Increase of \$2,500.00
- Change Order Request Number 7 – overall decrease of \$64,713.00
 - 16 RFI 054 - Roundabout Concrete & Street lighting changes: Increase of \$13,216.00
 - 31.4 Roundabout Landscape Changes: Decrease of \$101.50
 - 36 RFI 073 - Fencing Changes: Increase of \$10,360.00
 - 40 Added median at Raider Way DW105: Increase of \$4,280.00
 - 41 Deleted Church Signs (W8): Decrease of \$6,200.00
 - 42 Electrical Rack for Irrigation Controls: Increase of \$3,160.50
 - 43 Revised Striping Plan: Decrease of \$89,428.00

Attachments:

Chasco Change Order Request Document No.6

Chasco Change Order Request Document No.7

Change in Contract Price

Original Contract Price:
\$ <u>15,164,644.00</u>
Increase of contract total for Change Order No. 6:
\$ <u>138,924.17</u>
Contract Price prior to this Change Order:
\$ <u>15,666,782.05</u>
Contract Price incorporating this Change Order:
\$ <u>\$15,805,706.22</u>

Recommended by Engineer
By: *R. New Myer, PE*
Title: Vice-President
Date: 06-02-2025

Accepted by Contractor 
By: Beth Carpenter
Title: Project Manager
Date: 6/2/25

Authorized by Owner
By: _____
Title: _____
Date: _____

CHASCO CONSTRUCTORS

P.O. BOX 1057
 ROUND ROCK, TX 78680
 Ph : 512-244-0600

Change Order**Project:**

20-23095 RAIDER WAY AND WOODVIEW DRIVE
 RAIDER WAY AND WOODVIEW DRIVE
 LEANDER, TX

Change Order: 6**Date:** 9/25/2024**Architect's Project:****To Contractor:**

CHASCO CONSTRUCTORS
 P.O. BOX 1057
 ROUND ROCK, TX 78680

The Contract is changed as follows:

19 OFF-DUTY OFFICER BUDGET - Thru 9/30/24	\$96,816.10
20 Overrun on TYB and TYC at Decel Lane	\$84,484.82
22 Pedestrian Safety Fence	\$19,477.50
23 Safety Standown - First Week of School	\$13,493.00
24 Weekend OT Work August 17 - Sept 21	\$15,757.00
25 RFI 62 - Arden South Add (2) TY 7 Ramps & Delete (2) TY 1B Curb Ramps	\$600.00
26 RFI 064 - Demo existing sidewalk & Add 64LF of 4' sidewalk	\$970.00
27 RFI 068r1 - Pond A - Sliding Gate at Jellyfish Enclosure	\$5,665.00
28 RFI 067 - Added retaining wall	\$4,309.00
29 RFI-069 - Added (3) Security gates at Pond entrance in lieu of pipe gate as speicified.	\$8,883.00
31 Landscape Changes - Tree Deletion	\$-82,546.00
32 Weekend OT - October	\$3,599.00
33 RollKall - Off Duty Officer Fees - OCTOBER	\$17,620.00
35 RollKall Charges - NOV & DEC	\$12,008.75
37 RFI 078 - Concrete Pad for Parcel Lockers - Added by Leander Post Office	\$2,500.00
Total:	\$203,637.17

CHASCO CONSTRUCTORS

P.O. BOX 1057
ROUND ROCK, TX 78680
Ph : 512-244-0600

Change Order

Project:
20-23095 RAIDER WAY AND WOODVIEW DRIVE
RAIDER WAY AND WOODVIEW DRIVE
LEANDER, TX

Change Order: 6
Date: 9/25/2024
Architect's Project:

To Contractor:
CHASCO CONSTRUCTORS
P.O. BOX 1057
ROUND ROCK, TX 78680

The original Contract Amount was	\$15,164,644.00
Net change by previously authorized Change Orders	\$502,138.05
The Contract Amount prior to this Change Order was	\$15,666,782.05
The Contract will be increased by this Change Order in the amount of	\$203,637.17
The new Contract Amount including this Change Order will be	\$15,870,419.22

The date of Substantial Completion as of the date of this Change Order therefore is

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACT AND OWNER.

ARCHITECT	CHASCO CONSTRUCTORS CONTRACTOR P.O. BOX 1057 ROUND ROCK, TX 78680	OWNER
(Signature)	(Signature)	(Signature)
By	By	By
Date	Date	Date

CHASCO CONSTRUCTORS

P.O. BOX 1057
ROUND ROCK, TX 78680
Ph : 512-244-0600

Change Order Request No. 7

Change Order

Project:

20-23095 RAIDER WAY AND WOODVIEW DRIVE
RAIDER WAY AND WOODVIEW DRIVE
LEANDER, TX

Change Order: 7

Date: 2/13/2025

Architect's Project:**To Contractor:**

CHASCO CONSTRUCTORS
P.O. BOX 1057
ROUND ROCK, TX 78680

The Contract is changed as follows:**MISC CHANGES**

16 RFI 054 - Roundabout Concrete & Street lighting changes	\$13,216.00
31.4 Roundabout Landscape Changes	\$-101.50
36 RFI 073 - Fencing Changes	\$10,360.00
40 Added median at Raider Way DW105	\$4,280.00
41 Deleted Church Signs (W8)	\$-6,200.00
42 Electrical Rack for Irrigation Controls	\$3,160.50
43 Revised Striping Plan	\$-89,428.00
Total:	<u>\$-64,713.00</u>

The original Contract Amount was	\$15,164,644.00
Net change by previously authorized Change Orders	\$705,775.22
The Contract Amount prior to this Change Order was	\$15,870,419.22
The Contract will be increased by this Change Order in the amount of	\$-64,713.00
The new Contract Amount including this Change Order will be	\$15,805,706.22

The date of Substantial Completion as of the date of this Change Order therefore is

NOT VALID UNTIL SIGNED BY THE ARCHITECT , CONTRACT AND OWNER.

ARCHITECT	CHASCO CONSTRUCTORS CONTRACTOR P.O. BOX 1057 ROUND ROCK, TX 78680	OWNER
(Signature)	(Signature)	(Signature)
By	By	By
Date	Date	Date



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Acceptance of infrastructure improvements associated with Subdivision Case PICP-23-0048 Crystal Mesa 2 for drainage and water improvements.

BACKGROUND:

Approximately \$618,000.00 in required public infrastructure for drainage and water improvements for Crystal Mesa 2, a residential 10.34-acre, 8-single-family lot subdivision, has been installed, inspected, and have been determined to be substantially completed. All documentation required for acceptance of this project has been received, including record drawings, statement of substantial completion prepared by a professional engineer licensed in the State of Texas, copies of all inspection reports and certified test results, electronic files of the improvements, an affidavit of all bills paid, and a two-year (2) term maintenance bond.

The maintenance bond will commence the two-year (2) term upon City Council acceptance which will provide warranty and maintenance coverage for the public infrastructure improvements through June 17, 2027, assuming acceptance of the infrastructure improvements on June 5, 2025. The Engineering Division of the Development Services Department will perform a formal inspection of the improvements approximately 30 days prior to the expiration of the maintenance bond to ensure that any defects in materials, quality construction, or maintenance are corrected prior to the expiration of the maintenance bond.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval.

PRESENTER:

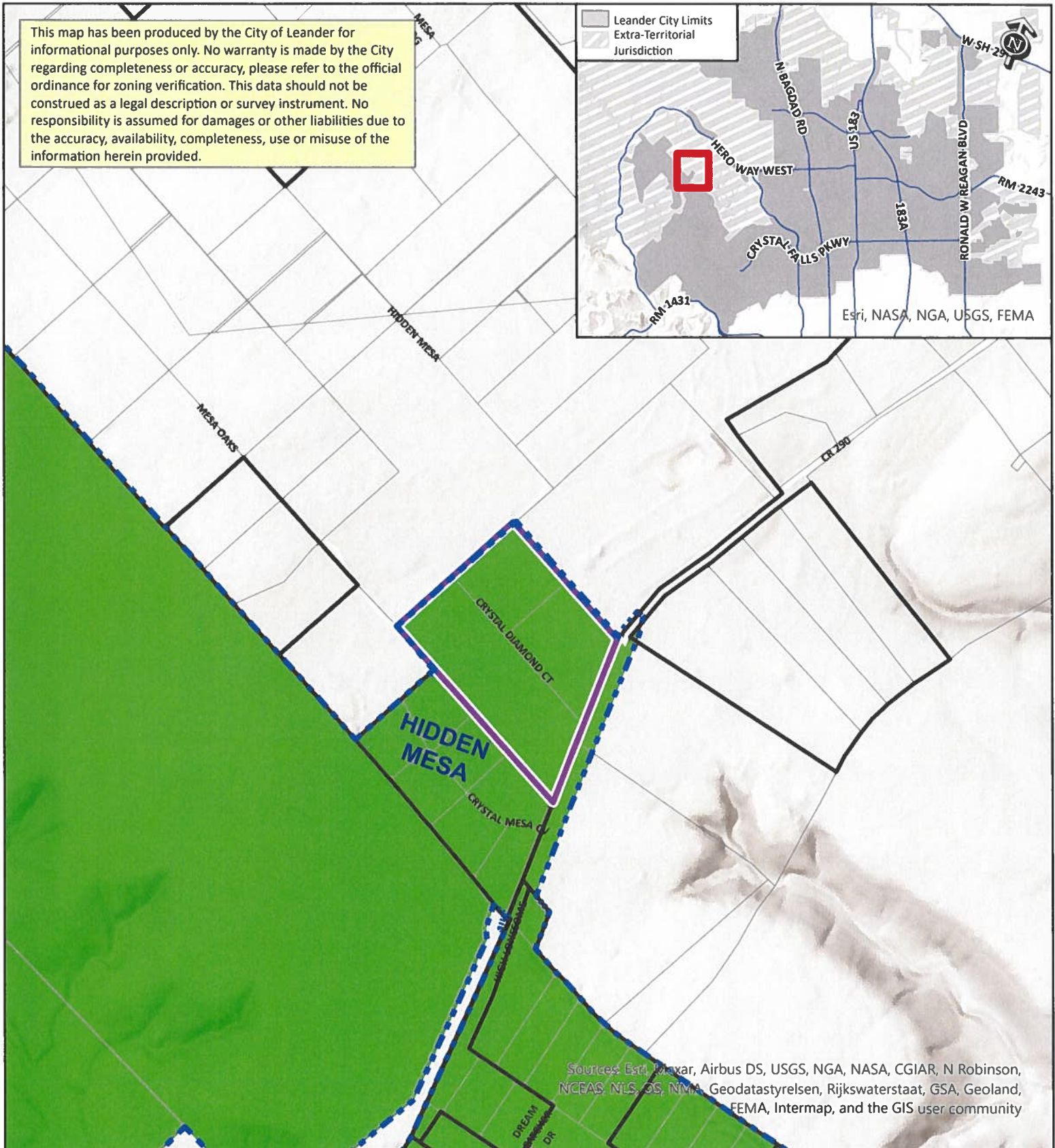
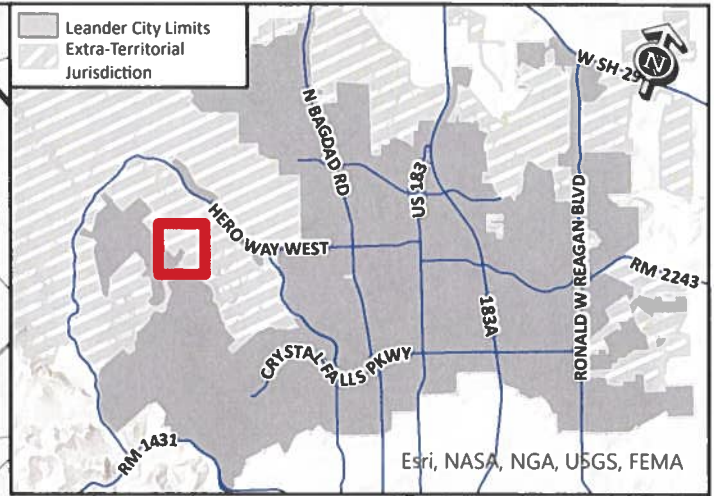
Emily Truman, P.E., CFM, PMP, City Engineer

Fiscal Impact

Attachments:

1. Crystal Mesa 2 PICP-23-0048 Acceptance

This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy, please refer to the official ordinance for zoning verification. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.



SUBDIVISION ACCEPTANCE

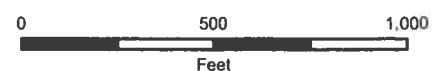
Crystal Mesa Ph 2 - PICP-23-0048

Accepted Subdivision

City Limits

RESIDENTIAL

SFR - Single-Family Rural





TDLR / TAS

4/10/2025

Review &

Inspection

Services

...

Established 1997

...

8213-A

Shoal Creek

Blvd Suite 102

Austin, Texas

78757

...

(512) 459-2121

mark@devassoc.net

Martelle@

Debra@

Accounting@

...

www.devassoc.net

Inspection with NO VIOLATIONS - Results

Development Associates Project Transmittal

Mr. Seth Robinson
CM 290 Holdings, LLC
3550 Lakeline Blvd., Suite 170, #1711
Leander, Texas 78641

TABS2025007773

Subject: Crystal Mesa 2 Subdivision
Southwest corner of High Lonesome and CR 290
Leander, Texas 78641, Travis County

Project Status: Inspection with NO VIOLATIONS- Results

Dear Mr. Robinson,

Enclosed are copies of the Final Inspection documents for the referenced project.

1. Development Associates Project Transmittal Letter
2. TDLR Architectural Barriers Transmittal Letter
3. TDLR Final Inspection Comments – No Violations; Approved
4. TDLR RFI form (Request for Inspection form)
5. TDLR POI form (Proof of Inspection form)
6. Activity Log (inner-office project tracking log)

Please email this office if you have any questions: Mark@DevAssoc.net
Sincerely,

Mark S. Robinson, RAS #1561
Principal RAS / President, **Development Associates of Texas, Inc.**

Xc: Mr. Richard Couch

2024-0001.51, TABS2025007773
Crystal Mesa 2 Subdivision

Engineer's Concurrence For Project Acceptance

PROJECT: Crystal Mesa 2 Subdivision

DATE: 01/06/2025

Owner's Name & Address

Consultant Engineer's Name & Address

CM 290 Holdings, LLC

Richard G. Couch, P.E.

3550 Lakeline Blvd., Suite 170, #1711

6504 Bridge Point Pkwy., Suite 200

Leander, Texas 78641

Austin, Texas 78730

On this date, I, the undersigned Professional Engineer in the State of Texas, or my representative, met with representatives of the City of Leander's Development Services Department and the Project Contractor and made a visual inspection of the above referenced project. No discrepancies in approved construction plans or deficiencies in construction were visible or brought to my attention by the parties at the meeting except those listed below. I, therefore, recommend acceptance of this project by the City of Leander once the following listed items are corrected to the satisfaction of the Development Services Department.




Signature

Richard G. Couch, P.E.

Typed Name

87285

Texas Registration No.

MAINTENANCE BOND
Subdivision Improvements

Bond No. 022240971

THE STATE OF TEXAS §

COUNTY OF WILLIAMSON §

KNOW ALL BY THESE PRESENTS, that Five Star Civil Construction, LLC as Principal, whose address is 2611 Hero Way, Leander, TX 78641 and Liberty Mutual Insurance Company, a Corporation organized under the laws of the State of MA, and duly authorized to do business in the State of Texas, as Surety, are held and firmly bound unto the City of Leander, Texas as Obligee, in the penal sum of Sixty One Thousand Eight Hundred Thirty Five And 22/100 Dollars (\$61,835.22) to which payment will and truly to be made we do bind ourselves, our and each of our heirs, executors, administrators, successors and assigns jointly and severally, firmly by these presents.

WHEREAS, the said Principal has constructed Crystal Mesa 2 Public Water, Site and Storm Improvements, PICP-23-0048 (the "improvements") pursuant to the ordinances of the Obligee, which ordinances are hereby expressly made a part hereof as though the same were written and embodied herein;

WHEREAS, said Obligee requires that the Principal furnish a bond conditioned to guarantee for the period of two (2) years after acceptance by the Obligee, against all defects in workmanship and materials which may become apparent during said period;

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH that, if the Principal keeps and perform the requirement of the Obligee's ordinances and this Maintenance Bond to maintain the improvements and keep the same in good repair and shall indemnify the Obligee for all loss that the Obligee may sustain by reason of any defective materials or workmanship which become apparent during the period of two (2) years from and after the date of acceptance by the Owner, then this obligation shall be void, otherwise to remain in full force and effect, and Owner shall have and cover from said Principal and Surety damages in the premises, as provided, and it is further agreed that this obligation shall be a continuing one against the Principal and Surety hereon, and that successive recoveries may be had thereon for successive breaches until the full amount shall have been exhausted; and it is further understood that the obligation herein to maintain said improvements shall continue throughout the maintenance period, and the same shall not be diminished in any manner from any cause during said time..

Principal agrees to repair or reconstruct the improvements in whole or in part at any time within the two year period to such extent as the Obligee deems necessary to properly correct all defects except for normal wear and tear. If the Principal fails to make the necessary corrections within ten days after being notified, the Obligee may do so or have done all said corrective work and shall have recovery hereon for all expenses thereby incurred. Principal will maintain and keep in good repair the improvements for a period of two years from the date of acceptance; it being understood that the purpose of this Maintenance Bond is to cover all defective conditions arising by reason of defective material, work, or labor performed by said Principal or its subcontractors, and in the case the said Principal shall fail to do so within ten days after being

notified, it is agreed that the Obligee may do said work and supply such materials, and charge the same against Principal and Surety on this obligation.

The Surety shall notify the Obligee at least fifteen (15) days prior to the end of the first full calendar year and prior to the lapse of this Maintenance Bond at the end of the second full calendar year.

Surety and Principal agree that whenever a defect or failure of the improvement occurs within the period of coverage under this Bond, the Surety and Principal shall provide a new maintenance bond or other surety instrument in a form acceptable to the Obligee and compliant with the Obligee's ordinances conditioned to guarantee for the period of one (1) year after the Obligee's acceptance of the corrected defect or failure, against all defects in workmanship and materials associated with the corrected defect or failure which may become apparent during said period, which shall be in addition to this Maintenance Bond.

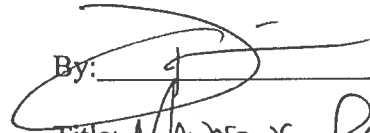
The Surety agrees to pay the Obligee upon demand all loss and expense, including attorneys' fees, incurred by the Obligee by reason of or on account of any breach of this obligation by the Surety. Provided further, that in any legal action be filed upon this bond, venue shall lie in the county where the improvements are constructed.

This Bond is a continuing obligation and shall remain in full force and effect until cancelled as provided for herein.

Surety, for value received, stipulates and agrees that no change, extension of time, alteration or addition to the improvements, or the work to be performed thereon, or the plans, specifications or drawings accompanying the same, shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the improvements, or the work to be performed thereon.

IN WITNESS WHEREOF, the said Principal and Surety have signed and sealed this instrument this 4th day of November, 2024 .

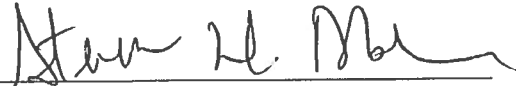
Five Star Civil Construction, LLC
Principal

By: 
Title: MANAGING PARTNER

Address: _____

2611 Hero Way
Leander, TX 78641

Liberty Mutual Insurance Company
Surety

By: 
Title: Steven W. Dobson, Attorney-in-Fact

Address: _____

7900 Windrose Ave
Plano, TX 75024

The name and address of the Resident Agent of Surety is:

Time Insurance Agency, Inc.

1405 E. Riverside Drive, Austin, TX 78741

(Seal)



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: **8205041 - 969219**

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, John W. Schuler; Patricia Ferguson; Steven W. Dobson

all of the city of Austin state of TX each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 15th day of March, 2021.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: David M. Carey
David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 15th day of March, 2021 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1176244
Member Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 4th day of Oct., 2024.



By: Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.



Figure: 28 TAC § 1.601(a)(2)(B)

Have a complaint or need help?

If you have a problem with a claim or your premium, call your insurance company or HMO first. If you can't work out the issue, the Texas Department of Insurance may be able to help.

Even if you file a complaint with the Texas Department of Insurance, you should also file a complaint or appeal through your insurance company or HMO. If you don't, you may lose your right to appeal.

The Ohio Casualty Insurance Company

To get information or file a complaint with your insurance company or HMO:

Call: The Ohio Casualty Insurance Company at 206-473-6210

Online: www.LibertyMutualSuretyClaims.com

Email: HOSCL@libertymutual.com

Mail: P.O. Box 34526 Seattle, WA 98124

The Texas Department of Insurance

To get help with an insurance question or file a complaint with the state:

Call with a question: 1-800-252-3439

File a complaint: www.tdi.texas.gov

Email: ConsumerProtection@tdi.texas.gov

Mail: MC 111-1A, P.O. Box 149091, Austin, TX 78714-9091

¿Tiene una queja o necesita ayuda?

Si tiene, un problema con una reclamación o con su prima de seguro, llame primero a su compañía de seguros o HMO. Si no puede resolver el problema, es posible que el Departamento de Seguros de Texas (Texas Department of Insurance, por su nombre en inglés) pueda ayudar.

Aun si usted presenta una queja ante el Departamento de Seguros de Texas, también debe presentar una queja a través del proceso de quejas o de apelaciones de su compañía de seguros o HMO. Si no lo hace, podría perder su derecho para apelar.

The Ohio Casualty Insurance Company

Para obtener información o para presentar una queja ante su compañía de seguros o HMO:



Llame a: The Ohio Casualty Insurance Company **al** 206-473-6210
En línea: www.LibertyMutualSuretyClaims.com
Correo electrónico: HOSCL@libertymutual.com
Dirección postal: P.O. Box 34526 Seattle, WA 98124

El Departamento de Seguros de Texas

Para obtener ayuda con una pregunta relacionada con los seguros o para presentar una queja ante el estado:

Llame con sus preguntas al: 1-800-252-3439
Presente una queja en: www.tdi.texas.gov
Correo electrónico: ConsumerProtection@tdi.texas.gov
Dirección postal: MC 111-1A, P.O. Box 149091, Austin, TX 78714-9091

April 16, 2025

City of Leander
 Development Services Department
 201 N Brushy Street
 Leander, Texas 78641

Re: Crystal Mesa 2 Subdivision (PICP-23-0048)
 Final Cost Summary Letter
 Project No.: C075001.01

Project Address: High Lonesome and County Road 290
 Leander, Texas 78641



To whom it may concern:

This letter has been produced to provide a Final Cost Summary of Public Improvements for the Crystal Mesa 2 Subdivision Project. Provided below is a breakdown of the summarized cost for the Project:

Description	Project Improvement Costs
SITE IMPROVEMENTS	\$ 40,811.20
STREET LIGHTS	\$ 0
DRAINAGE IMPROVEMENTS	\$ 410,162.00
WATER IMPROVEMENTS	\$ 167,379.00
WASTEWATER IMPROVEMENTS	\$ 0
LANDSCAPE IMPROVEMENTS	\$ 0
Total Amount for Maintenance Bond	\$ 618,352.20
Total Amount for 2-Year Bond @ 10%	\$ 61,835.22
Total Amount for Fees Invoiced	\$ 41,668.22
Total Amount for Fees Paid	\$ 41,668.22

Please note:

There are no Project Improvement Costs for Street Lights given street lights were not installed as part of this Project. There are no Project Improvement Costs for Wastewater Improvements given the subdivision will utilize individual septic systems and no Project Improvement Costs for Landscape Improvements given all Landscaping is located within the HOA property and will be maintained by the HOA.

No sidewalks are provided within the subdivision. Sidewalks within the Public ROW have been inspected by a licensed RAS professional and no violations were noted.

Should you have any questions or require additional information, please feel free to contact me.

Contact Information

Email: rcouch@walkerpartners.com

Phone: (512) 382-0021 ext.333

Sincerely,

A handwritten signature in blue ink, appearing to read 'Richard G. Couch', with a stylized flourish extending from the end.

Richard G. Couch, P.E.
Client Manager

FINAL ALL BILLS PAID AFFIDAVIT AND INDEMNIFICATION

As a condition of payment, Alejandro Alderete (name of signer), the CFO (title) of Five Star Civil Construction ("the Company") hereby warrants that the Company has paid each of the Company's subcontractors, laborers, or materialmen in full for all labor and materials provided to the person for the construction through the date of December 31st, 2024, except for the following amounts are owed following persons and/or entities, which the Company warrants it will pay from the funds obtained by virtue of this Affidavit:

Amount Owed	Name of Person/Entity	Address	Phone Number
<u>0.00</u>	<u>N/A</u>		

(If nothing is listed in the lines above, it is hereby warranted that no amounts are owed.)

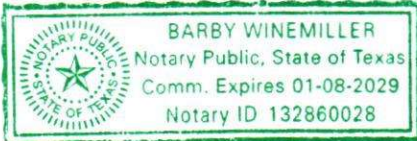
INDEMNIFICATION

I, Alejandro Alderete (name of signer), on behalf of Five Star Civil Construction LLC (Company), hereby agree to indemnify CM 290 Holdings, LLC (name of owner) for any loss or expense resulting from false or incorrect information in this Affidavit.

June 2nd, 2025
Date
Five Star Civil Construction LLC
Company Name
[Signature]
Signature
CFO
Title

State of Texas
County of Williamson

This instrument was subscribed, sworn to, and acknowledged before me on 6/2/2025, by Alejandro Alderete who holds the title of CFO at Five Star Civil Construction, a LLC on behalf of that entity.
(Name of signer) (signer's authorized title) (Company name) (Type of Entity)

(Notary Seal) 

[Signature]
Notary Public's Signature
My commission expires 1/8/29



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Approval of release and compromise settlement agreement by and with the City of Leander and K. Friese & Associates in the amount of \$245,000.00 resolving the error of a segment of lines being placed in the wrong location; providing for K. Friese & Associates paying the realignment cost and Joe Bland Construction, LP, providing for the installation of new water and wastewater lines in the Falcon Oaks neighborhood (CIP W.6 and WW.20) for a total contract amount of \$4,796,717.10; and authorize the City Manager to execute any and all necessary documents.

BACKGROUND:

The City of Leander annexed the Falcon Oaks neighborhood on March 16, 2017, with an obligation to update services within the neighborhood. As part of that obligation, a new water service line and a new wastewater line were required to be installed. Bids for this project were received on October 19, 2022, with eight (8) bids submitted. The lowest qualified bid was from Joe Bland Construction, LP, for the amount of \$4,568,573.75, which was awarded by City Council on February 2, 2023, and under the original budget of \$7,654,000.00.

K. Friese & Associates (Consultant) was contracted on or about December 2020, for the design of the water and wastewater improvements. Construction began on February 13, 2023, and was substantially completed on May 7, 2024. Following completion, as the residents began to connect to the wastewater system, it was found that multiple connection points were in the wrong location and not available to some properties. Upon review, the Consultant, realized that they had used erroneous survey information in the design that resulted in inaccurate locations. The Consultant has since offered to correct these connection points, at their cost of \$245,000.00. Once the release and settlement agreement is fully executed and funding received, a change order will be issued to proceed with aligning the necessary service lines to allow citizens to terminate their septic systems and connect to the City's new wastewater line.

A release and compromise settlement agreement (Agreement) has been prepared. This Agreement specifies Consultant will pay \$245,000.00 within 30 days of execution of all parties, provide reasonably necessary construction services for the realignment at no cost to the City, and the City will continue to provide its own construction services relative to the realignment.

HISTORY/TIMELINE:

08/06/2015 – City Council approves plan to annex Falcon Oaks Subdivision.

12/03/2020 – City hires K. Friese & Associates to engineer and design water and wastewater.

10/19/2022 – City receives 8 bids.

02/02/2023 – City Council accepts award of contract to Joe Bland Construction, LP in the amount of \$4,568,573.75.

05/30/2023 – City Staff approved Change Order No.1 in the amount of \$12,000 for an additional bore and pipe added to move bore pit due to unforeseen waterline for a total contract amount of \$4,580,573.75.

12/21/2023 – City Council approved Change Orders No. 2, No. 3, and No. 4 in the amount of \$3,060, \$52,852.35, and \$0.00, respectively, for the installation of new ball valves for water meters, additional services at Red Hawk,

and 2" milling and pavement level-up for a total contract amount of \$4,636,486.10.
07/09/2024 – City Council approved Change Order No. 5, a deductive Change Order, in the amount of -
\$84,769.00 for unused quantities of curb and gutter, silt fence, rock filter dam, storm inlet sediment trap, and
stabilized construction entrance for a total contract amount of \$4,551,717.10.

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval.

PRESENTER:

Tony Bettis, CIP Program Manager

Fiscal Impact

Attachments:

1. Release and Compromise Settlement Agreement
2. Change Orders No. 6
3. Falcon Oaks W-WW - Map
4. Service adjustments Revised 4.2.25
5. Approved Falcon Oaks Annexation Municipal Services Plan 8-6-15

STATE OF TEXAS §
 §
COUNTY OF WILLIAMSON §

RELEASE AND COMPROMISE SETTLEMENT AGREEMENT

This **Release and Compromise Settlement Agreement** (the "Agreement") is made by the **City of Leander**, a Texas home rule municipality (the "City") and delivered to **K. Friese & Associates, LLC** ("K. Friese"), with the advice of its attorney, or the opportunity to consult therewith. The City and K. Friese are referred to herein as the "Parties".

WHEREAS, K. Friese and the City are parties to that certain Task Order No. KFA-51 Agreement dated December 04, 2020, (the "Professional Services Agreement") for the design of the Falcon Oaks Water Wastewater Improvements (the "Project"); and

WHEREAS, K. Friese discovered that it used erroneous information to specify the location of the segment of the Project identified as 21-CIP-004 Falcon Oaks Wastewater and Water Improvements (the "Segment") which resulted in that Segment of the Project being placed in the wrong location (the "Error");

WHEREAS, to resolve the Dispute, K. Friese agrees to pay the cost to realign the Segment (the "Realignment");

WHEREAS, the Parties desire to document the terms and conditions of resolving such Error;

NOW, THEREFORE, for and in consideration of the mutual releases and agreements herein contained, the promises of payment herein provided, and other good and valuable consideration, the Parties hereto have agreed, and do hereby agree, to the following:

1. K. Friese shall pay or cause to be paid TWO HUNDRED FORTY FIVE THOUSAND AND 00/100 DOLLARS (\$245,000.00) to the City within thirty (30) days following the execution by the Parties of this Agreement. K. Friese agrees to provide reasonably necessary construction administration services for the Realignment, at no cost to the City. For the avoidance of doubt, the City will continue to provide its own construction inspection services relative to the Realignment. Payments to the City will be made in the following manner: Electronic Funds Transfer.
2. Except reserved rights set forth in paragraph 3, for the and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and confessed, **the CITY HEREBY** executes and delivers this Release and Compromise Settlement

Agreement, and **RELEASES, ACQUITS, AND FOREVER DISCHARGES** K. Friese, its officers, agents, employees, legal representatives, successors and assigns, from any and all claims, demands, and causes of action which have accrued or may accrue arising out of or related in any way to Error only, and each and every cause of action of any nature or kind whatsoever that the City may now have, whether known or unknown, against K. Friese, its officers, employees, agents, legal representatives, successors and assigns based upon any facts, events or circumstances prior to the date of this Release and related to the Error only.

3. The releases set forth in this Agreement are limited to the Error only, which is the misalignment of the Segment that occurred prior to the execution of this Agreement. The Agreement does not release any pre-existing, whether known or unknown, or future claims related to the design of the Project or the Realignment or the services provided under the Professional Services Agreement.
4. **THE ACCEPTANCE OF THIS RELEASE AND PAYMENT OF THE CONSIDERATION** by K. Friese shall not be construed as an admission of liability by K. Friese in any respect, and all such liability is hereby denied.
5. **IT IS UNDERSTOOD AND AGREED** that this Agreement shall be governed by, construed and enforced in accordance with and subject to the laws of the State of Texas, without regard to its conflicts of laws principles.
6. **THE UNDERSIGNED PARTIES**, the City and K. Friese represent that they have read the foregoing Agreement and that they fully understand the same, and that this document is executed for the consideration herein expressed, the receipt and sufficiency of which is hereby expressly acknowledged and confessed.

CITY OF LEANDER

Todd Parton, City Manager

ACCEPTED AND AGREED BY K. FRIESE & ASSOCIATES:

By: Dan B. Manojlovski
Name: Dan Manojlovski
Title: Chief Operating Officer

STATE OF TEXAS §
 §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, on this day personally appeared Todd Parton, City Manager, City of Leander, Texas, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed the same for the purposes and consideration, and in the capacity, therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this _____ day of _____, 20____.

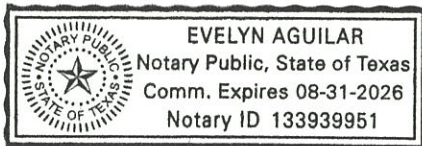
Notary Public in and for the
State of Texas

Typed or Printed Name of Notary
Commission expires:

STATE OF TEXAS §
 §
COUNTY OF WILLIAMSON §

BEFORE ME, the undersigned authority, on this day personally appeared Dan Manojlovski, Chief Operating Officer of K. Friese & Associates, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration, and in the capacity, therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 11 day of June, 2025.



[Signature]

Notary Public in and for the
State of Texas

Typed or Printed Name of Notary
Commission expires:

August 31, 2024

CHANGE ORDER NO. 6

Owner: City of Leander Owner's Project No.: WW.20
Engineer: K Friese and Associates Engineer's Project No.: 21-CIP-004
Contractor: Joe Bland Construction, LP Contractor's Project No.: n/a
Project: Falcon Oaks Water Wastewater Improvements
Contract Name: n/a
Date Issued: 05/05/2025

The Contract is modified as follows upon execution of this Change Order:

Description:

Contractor will provide new wastewater connections to allow citizens to terminate their septic systems and attach to the City's new wastewater gravity pipe.

Attachments:

Revised Service Realignment proposal

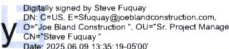
Change in Contract Price

Original Contract Price: \$ 4,568,573.75
Contract Price prior to the Change Order: \$ 4,551,717.10
Total of the Change Order: \$ 245,000.00
Contract Price incorporating the Change Order: \$ 4,796,717.10

Recommended by Engineer

Signature: 
Name: Greg Blackburn, P.E.
Title: Project Manager
Date: 05/30/2025

Accepted by Contractor

Signature: 
Name: Steve Fuquay
Title: Project Manager, JBC
Date: 6/9/2025

Authorized by Owner

Signature: _____
Name: _____
Title: _____
Date: _____

Joe Bland Construction, L.P.
13111 Dessau Rd.
Austin, Texas 78754
(512) 821-2808 • Fax: (512) 821-2805

To: Tony Bettis, PMP
CIP Program Manager
City of Leander-Engineer/CIP

Job Falcon Oaks Water Wastewater Improvements
Plan provided by K. Freeze 10/24/25

Date. 4/2/2025

Revised Service Realignment					
ITEM NO.	DESCRIPTION	U/M	QUANTITY	UNIT PRICE	AMOUNT
1	Mobilization	LS	1	\$ 5,000.00	\$5,000.00
2	Service Line Including Flow Fill	LF	300	\$175.00	\$52,500.00
3	Service Line No Flow Fill	LF	260	\$155.00	\$40,300.00
4	2-Way cleanouts	EA	33	\$ 2,420.00	\$79,860.00
	Relocate CO On Installed Service	EA	4	\$ 2,420.00	\$9,680.00
	Relocate CO To New Identified property line	EA	8	\$ 1,500.00	\$12,000.00
	Cap and Cut existing Cleanout	EA	42	\$ 850.00	\$35,700.00
5	Traffic Control	MO	1	\$ 2,460.00	\$2,460.00
6	Haul Off Spoils	LS	1	\$ 7,500.00	\$7,500.00
			Change Order Total:		\$245,000.00

SUBMITTED BY:

Joe Bland Construction, L.P.

Steve Fuquay, Project Manager

4/2/25

Date

City of Leander

By: _____

Date

Engineers Approval :

By: _____

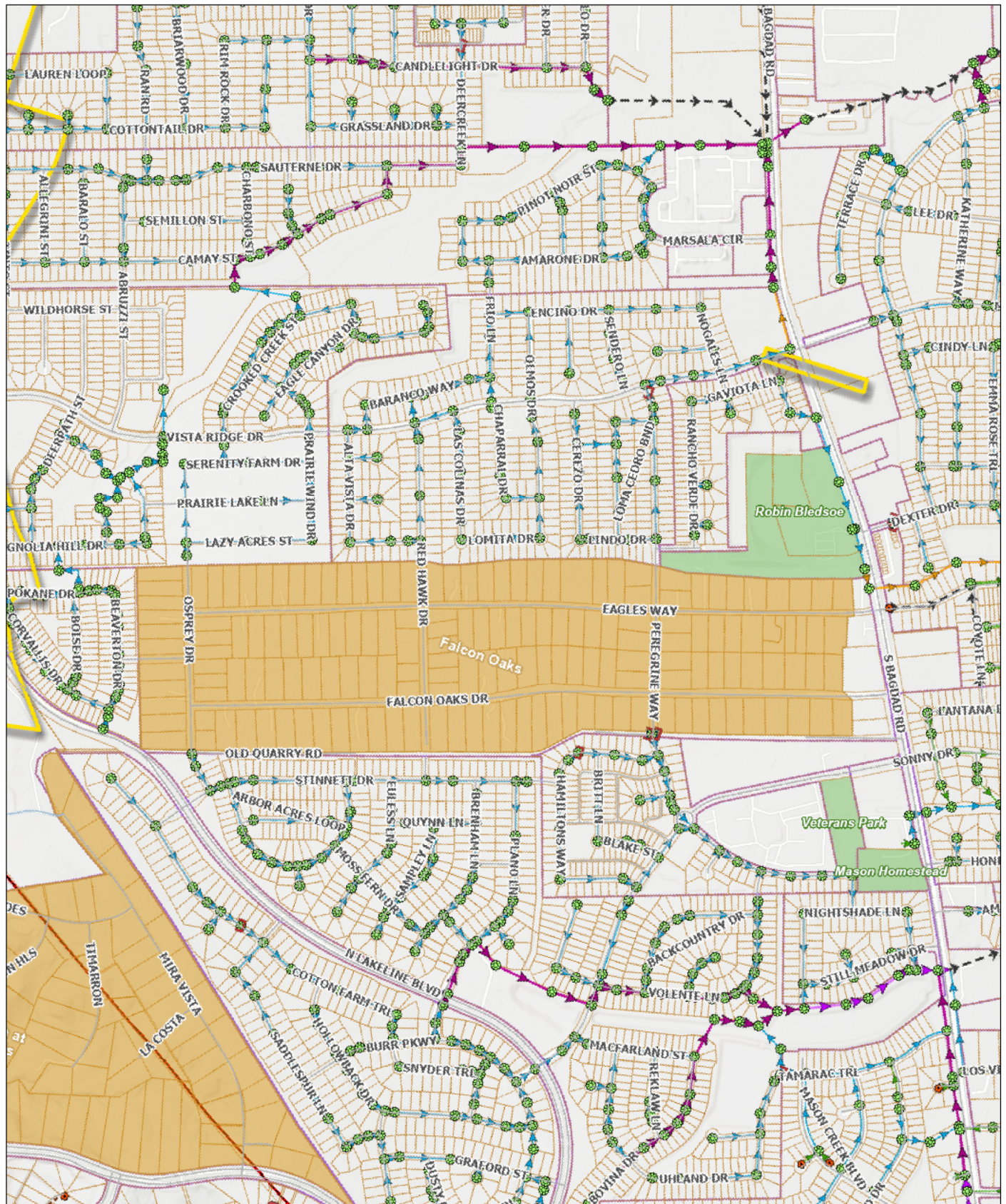
Date

Engineers Approval :

By: _____

Date

Falcon Oaks Water and Wastewater Improvements



5/22/2025, 4:48:20 PM

Roads - Data Updating Agency: Leander

Open Roads

Roads - Data Updating Agency: Other

Open Roads

WW Facilities

Active Site / Station

WW Fitting

Cap

WW Manhole

WW Clean Out

Gate Valve

WW ARV

WW Approximate Gravity Mains

WW Gravity Main

6"

8"

10"

12"

15"

36"

Abandoned

2

3

4

6

Platted On-Site Septic (OSS) Areas

ETJ

TCAD Parcels

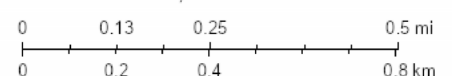
WCAD Parcels

Subdivision Boundaries

County Boundaries

Parks

1:9,360



Esri Community Maps Contributors, Austin Community College, City of Austin, County of Williamson, Texas Parks & Wildlife, CONANP, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, Esri, NASA, NGA, USGS,

Joe Bland Construction, L.P.
13111 Dessau Rd.
Austin, Texas 78754
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To: Tony Bettis, PMP
CIP Program Manager
City of Leander-Engineer/CIP

Job: Falcon Oaks Water Wastewater Improvements
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			Change Order Total:		\$245,000.00

SUBMITTED BY:

Joe Bland Construction, L.P.

Steve Fuquay, Project Manager

4/2/25

Date

City of Leander

By: _____

Date

Engineers Approval :

By: _____

Date

Engineers Approval :

By: _____

Date

**MUNICIPAL SERVICES PLAN
FOR PROPERTY TO BE
ANNEXED INTO THE CITY OF LEANDER**

WHEREAS, the City of Leander, Texas (the “City”) intends to institute annexation proceedings for a tract of land described more fully hereinafter (referred to herein as the “subject property”);

WHEREAS, *Section 43.056, Loc. Gov't. Code*, requires a service plan be adopted with the annexation ordinance;

WHEREAS, the subject property is included in the municipal annexation plan;

WHEREAS, infrastructure provided for herein and that are existing are sufficient to service the subject property on the same terms and conditions as other similarly situated properties currently within the City limits; and

WHEREAS, it is found that all statutory requirements have been satisfied and the City is authorized by *Chapt. 43, Loc. Gov't. Code*, to annex the subject property into the City;

NOW, THEREFORE, the following services will be provided for the subject property on the effective date of annexation:

(1) **General Municipal Services.** Pursuant to the requests of the owner and this Plan, the following services shall be provided immediately from the effective date of the annexation:

A. Police protection as follows:

Routine patrols of areas, radio response to calls for police service and all other police services now being offered to the citizens of the City.

B. Fire protection and Emergency Medical Services as follows:

Fire protection by the present personnel and equipment of the City fire fighting force and the volunteer fire fighting force within the limitations of water available. Radio response for Emergency Medical Services with the present personnel and equipment.

C. Solid waste collection services as follows:

Solid waste collection and services as now being offered to the citizens of the City. Residential customers using the services of a privately owned solid waste management service provider other than the City’s contracted service provider may continue to use such services until the second anniversary of the annexation.

D. Animal control as follows:

Service by present personnel, equipment and facilities or by contract with a third party, as provided within the City.

E. Maintenance of parks and playgrounds within the City.

F. Inspection services in conjunction with building permits and routine City code enforcement services by present personnel, equipment and facilities.

G. Maintenance of other City facilities, buildings and service.

H. Land use regulation as follows:

On the effective date of annexation, the zoning jurisdiction of the City shall be extended to include the annexed area, and the use of all property therein shall be grandfathered; and shall be temporarily zoned "SFR-1-B" with the intent to rezone the subject property upon request of the landowner or staff. Notwithstanding the foregoing, the Planning & Zoning Commission and the City Council will consider permanent rezoning of the subject property to run concurrently with the annexation process. As a result of negotiations with City staff and representatives of the subject property, City staff intends to recommend for consideration by the Planning and Zoning Commission and the City Council to zone the residential lots within the subject property as SFE-2-B (single family estate) while continuing to allow, for a period of 10 years from the effective date of the annexation, the placement of manufactured homes on residential lots within the subject property in compliance with the City's SFU/MH zoning district and related building codes. Upon the placement of a new manufactured home, compliant skirting shall be installed within 180 days. Above ground propane tank usage within the subject property existing at the time of annexation, to include subsequent replacement tanks, shall be permitted for up to 10 years after annexation. Additionally, on the effective date of the annexation, the City intends to document all non-conforming uses within the subject property. Property owners and residents within the subject property shall report all legal, non-conforming uses within the subject property at the time of annexation. Notwithstanding paragraph 5 below, such legal, non-conforming uses shall be allowed to continue beyond the 10 year term detailed therein. Chicken coops existing at the time of the annexation shall not be required to adhere to the City's distance requirements in relation to residential structures. In an effort to gain voluntary compliance with the City's property maintenance regulations, the City's code enforcement department agrees to provide warning notices for up to 180 days after the annexation for violations of junk, trash and debris within the subject property.

(2) **Scheduled Municipal Services.** The following municipal services will be provided on a schedule and at increasing levels of service as provided in this Plan:

A. Water service and maintenance of water facilities as follows:

(i) Inspection of water distribution lines as provided by statutes of the State of Texas.

(ii) The subject property currently receives water service from City's system. New requests for service shall be in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of water service. If connected to the City's water utility system, the subject property's owner shall construct the internal water lines and pay the costs of line extension and construction of such facilities necessary to provide water service to the subject property as required in City ordinances. Upon acceptance of the water lines within the subject property and any off-site improvements, water service will be provided by the City utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City; subject to all the ordinances, regulations and policies of the City in effect from time to time. Subject to the terms contained herein, the City will perform upgrades to the water system to provide fire flow to the annexed area that is the same as similar, large lot subdivisions in the City. The system will be accepted and maintained by the City in accordance with its usual acceptance and maintenance policies. New water line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances of the City in effect at the time a request for service is submitted shall govern the costs and request for service. The continued use of a water well that is in use on the effective date of the annexation and is in compliance with applicable rules and regulations shall be permitted and such use may continue until the subject property's owner requests and is able to connect to the City's water utility system.

B. Wastewater service and maintenance of wastewater service as follows:

(i) Inspection of sewer lines as provided by statutes of the State of Texas.

(ii) Residential homes and businesses within the subject property are currently using on-site sewer facilities and therefore have service. If connected to the City's wastewater utility system, the subject property's owner shall construct the internal wastewater lines and pay the costs of line extension and construction of facilities necessary to provide wastewater service to the subject property as required in City ordinances. Upon acceptance of the wastewater lines within the subject property and any off-site improvements, wastewater service will be provided by the City utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City, subject to all the ordinances, regulations and policies of the City in effect from time to time. The wastewater system will be accepted and maintained by the City in accordance with its usual policies. Requests for new wastewater line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances in effect at the time a request for service is submitted shall govern the costs and request for service. The continued use of on-site sewer facility that is in use on the effective date of the annexation and is in compliance with all applicable rules and regulations shall be permitted and such use may continue until the subject property owner

requests and is able to connect to the City's wastewater utility system. At such time an existing on-site sewer facility fails or must be replaced in compliance with Williamson County or City Health District standards or other applicable regulations, and connection to the City's wastewater system is available, connection to the City's wastewater system shall be required.

C. Maintenance of streets and rights-of-way as appropriate as follows:

(i) Provide maintenance services on existing public streets within the subject property and other streets that are hereafter constructed and finally accepted by the City. The maintenance of the streets and roads will be limited as follows:

(A) Emergency maintenance of streets, repair of hazardous potholes, measures necessary for traffic flow, etc.; and

(B) Routine maintenance as presently performed by the City.

(ii) The City will maintain existing public streets within the subject property, and following installation and acceptance of new roadways by the City as provided by city ordinance, including any required traffic signals, traffic signs, street markings, other traffic control devices and street lighting, the City will maintain such newly constructed public streets, roadways and rights-of-way within the boundaries of the subject property, as follows:

(A) As provided in C(i)(A)&(B) above;

(B) Reconstruction and resurfacing of streets, including the repair and return in similar or better condition of roadways disturbed during infrastructure improvements and upgrades, installation of drainage facilities, construction of curbs, gutters and other such major improvements as the need therefore is determined by the governing body under City policies;

(C) Installation and maintenance of traffic signals, traffic signs, street markings and other traffic control devices as the need therefore is established by appropriate study and traffic standards, to include the consideration of the placement of traffic control signs at the intersections of Falcon Oaks and Red Hawk, Falcon Oaks and Peregrine, Eagles Way and Red Hawk, and Eagles Way and Peregrine; and

(D) Installation and maintenance of street lighting in accordance with established policies of the City and to include, but not limited to, new street lighting at the intersections of Falcon Oaks and Bagdad and Eagles Way and Bagdad;

(iii) The outer boundaries of the subject property abut existing roadways. The property owner agrees that no improvements are required on such roadways to service the property.

(iv) In addition to the services listed above, the City will provide full municipal services to the subject property commensurate with the levels of services provided in other parts of the City except if differences in topography, land use, and population density constitute a sufficient basis for providing different levels of service, no later than two and one-half (2-½) years after the effective date of the full-purpose annexation. If full municipal services cannot be reasonably provided within the aforementioned time period, the City will propose a schedule for providing said services within a period of four and one-half (4-½) years after the effective date of the annexation. “Full municipal services” are services provided by the City within its full-purpose boundaries, excluding gas or electrical service. The City shall provide the services by and of the methods by which it extends the services to any other area of the City.

(3) **Capital Improvements.** The City will initiate acquisition or construction of capital improvements necessary for providing full municipal services adequate to serve the subject property. Any such construction shall be substantially completed within two and one-half (2-½) years after the effective date of the full-purpose annexation. If capital improvements necessary for providing full municipal services for the subject property cannot be reasonably constructed within the aforementioned time period, the City will propose a schedule for providing said services within a period of four and one-half (4-½) years. Any such construction of capital improvements shall be accomplished in a continuous process and shall be completed as soon as reasonably possible, consistent with generally accepted local engineering and architectural standards and practices.

(4) **Impact Fees.** Notwithstanding any other provision of this service plan, a landowner within the subject property will not be required to fund capital improvements necessary to provide municipal services in a manner inconsistent with Chapter 395 of the Local Government Code governing impact fees, unless otherwise agreed to by the landowner.

(5) **Term.** If not previously expired, this service plan expires at the end of ten (10) years. A resident or landowner of the subject property may enforce this municipal services plan in accordance with *Section 43.056(l), Loc. Gov't. Code* and shall be entitled to all rights and remedies as provided therein.

(6) **Property Description.** The legal description of the subject property is as set forth in the Annexation Ordinance and exhibits attached to the Annexation Ordinance to which this Service Plan is attached.



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Approval of dedication of public utility easement with Pedernales Electric Cooperative, Inc. (PEC) for the RM 2243 Master Lift Station and Gravity Relief Main Project (CIP WW.43) and RM 2243 Reclaimed Waterline Improvements project (CIP WW.46) establishing electrical service lines to the new added facilities and structures; and authorize the City Manager to execute any and all necessary documents.

BACKGROUND:

Capital Improvements Program (CIP) Project WW.43, RM2243 Master Lift Station and Gravity Relief Main is currently in the construction phase and is expected to be completed by Summer 2025. This project is included in the City of Leander's Capital Improvements Program (CIP) as WW.43 and includes construction of approximately 6,900 linear feet of 15-inch gravity relief main and replacement of existing wastewater treatment plant lift stations #9 and #10 with a new master lift station #39 capable of serving the existing 2.25 MGD Leander 2243 wastewater treatment plant with provisions for future expansion. Installation of the new gravity relief line and new lift station will also provide ability to bypass up to 1 to 2 million gallons per day to the Brushy Creek Regional Wastewater System (BCRWWS) treatment plant for treatment under a wholesale wastewater service agreement. This bypass will help keep the City's wastewater treatment plant within its permitted capacity of 2.25 million gallons per day while the plant expansion efforts are underway. The design phase for the ultimate plant expansion to 5.25 million gallons per day is expected to begin in October 2025, with construction expected to commence in late 2027.

Capital Improvements Program (CIP) Project WW.46, RM2243 Reclaimed Waterline Improvements is currently in the construction phase and is expected to be completed by Summer 2025. The reclaimed water line can service new development providing non-potable water for irrigation, construction, and industrial services. This involves the addition of two pumping stations, a 250,000-gallon ground storage tank, filling station, and service piping out to the Northline neighborhood development.

These projects require establishing electrical service lines to the new added facilities and structures. Attached is a dedication of a public utility easement (PUE) with PEC that allows PEC to install needed electrical facilities for the projects.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

City staff recommends approval.

PRESENTER:

Tony Bettis, CIP Program Manager

Fiscal Impact

Attachments:

1. Dedication of PUE 2024 (WW.43 and WW.46)

DEDICATION OF UTILITY EASEMENT

STATE OF TEXAS **§**

COUNTY OF WILLIAMSON §

The City of Leander, Texas, the owner of the hereinafter described tract of land located within the City of Leander, Williamson County, Texas, hereby dedicates such tract of land to the use of the public as a Utility Easement, subject to the City of Leander's ordinances and continuing and future control and regulation of the use of such easement by the City of Leander, the following tract of land.

A Utility Easement, being fifteen (15) feet in width, being seven and one-half (7.5) feet on each side of the centerline of the Facilities as built (or fifteen (15) feet in total if Facilities are built less than seven and one-half (7.5) feet from a property line or as more particularly described in Exhibit A if attached hereto (the "Easement Area"). Any Facilities (guys and anchors or pads, transformers or switches) if installed outside the Easement Area shall be considered part of the Easement Area. The Easement Area is located on that certain tract of land consisting of 6.88 acres of land, more or less, situated in the Elijah D. Harmon Survey, Abstract No. 6, in Williamson County, Texas, said tract being more particularly described in Vol. 1183, Page 833, in the Official Public Records of Williamson County, Texas.

The City of Leander, Texas hereby assigns, an non-exclusive, perpetual Utility Easement for the purpose of placing, constructing, operating, repairing, maintaining, re-constructing, upgrading, replacing, inspecting, patrolling, relocating and removing or causing to be placed, constructed, operated, repaired, maintained, reconstructed, upgraded, replaced, inspected, patrolled, relocated and removed; structures, facilities or improvements reasonably necessary and useful for the placement of: water and/or wastewater mains, lines and pipes; the supplying of water, sanitary sewer, drainage and conveyance of storm water runoff; the City's drainage system; an underground electric distribution line consisting of variable number of wires, and all other necessary or desirable appurtenances and other facilities useful or necessary for the transmission and distribution of electric utility service and other such related services (the "Facilities") in, under and across the Easement Area; and further, for the purpose of removing or causing to be removed from said land all trees and parts thereof, or other obstructions, which endanger or may interfere with the efficiency of said facilities and improvements, and their appurtenances.

This Utility Easement is subject to the following covenants:

1. The City of Leander reserves the right to use the Easement Area for all purposes that do not unreasonably interfere with or prevent the use of the Easement Area as provided herein subject to applicable City ordinances or agreements. Specifically, and without limiting the generality of the foregoing, City of Leander has the right to place, construct, operate, repair, replace and maintain roadways, trails, driveways, drainage, landscaping and signage on, in, under, over and across the Easement Area, so long as such use does not unreasonably interfere with or prevent the use of the Easement Area as provided herein. But the City of Leader may not construct any buildings or similar improvements on the Easement Area.

2. This Utility Easement is granted and accepted subject to any and all easements, covenants, rights-of way, conditions, restrictions, encumbrances, mineral leases , if any, relating to the Easement Area to the extent and only to the extent, that the same may still be in force and effect, and either shown of record in the Office of the County Clerk of Williamson County, Texas, or apparent on the ground.
- 3.. The repair of any damage caused by the entity placing and installing the Facilities within the Easement Area, the City of Leander's adjacent property, and any improvements located therein or thereon shall be finalized within thirty (30) days (or any other time agreed to by the parties) of completion of any construction, maintenance, repairs or other subsequent work within or upon the property so as to restore the Easement Area and City of Leander's adjacent property to substantially the same condition as existed prior to commencement of such construction, maintenance, repairs or other work.

The covenants and terms of this Utility Easement are covenants running with the land and enforcement of this Utility Easement shall be proceedings at law or in equity against any person or persons violating or attempting to violate the restrictions of this Utility Easement, either to restrain the violation or to recover damages. Invalidation of any of the restrictions or uses (covenants) by a judgment or court order shall not affect any of the other provisions of the easements herein, which shall remain in full force and effect.

When the context requires, singular nouns and pronouns include the plural.

EXECUTED the _____ day of _____, 2025 and filed of record by the County Clerk
in the Official Records of Williamson County.

CITY OF LEANDER, TEXAS

Todd Parton, City Manager

THE STATE OF TEXAS §
 §
COUNTY OF WILLIAMSON §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Todd Parton, City Manager for the City of Leander, Texas and known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged that he executed the same for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the _____ day of _____, 2025.

(Seal)

Notary Public, State of Texas

AFTER RECORDING RETURN TO:

City of Leander
Attn: City Secretary
P.O. Box 319
Leander, Texas 78646-0319



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Approval of the Roadway Impact Fee (RIF) Offset Agreement for the Wildspring Subdivision for the expansion of CR 175 located to the north of the intersection of CR 175 and CR 177 to reduce the RIF paid at the time of building permits to reflect the value of the expansion of CR 175 pursuant to Article 12.08 of the Code of Ordinances; and authorize the City Manager to execute any and all necessary documents.

BACKGROUND:

In 2022, the City initiated a roadway impact fee (RIF) study to determine what amount of fees should be assessed to recover the incremental cost of impacts from each new unit of development on arterial and collector roadways in Leander. Impact fees are a mechanism for funding public infrastructure necessitated by new development such as police and fire facilities, parks, schools, roads, and utilities. In Texas, these fees may also fund water, wastewater, roadway, and drainage facilities. In July 2022, the City Council adopted Article 12.08 of the Code of Ordinances establishing roadway impact fees (the “RIF Ordinance”), which went into effect on January 7, 2023.

The RIF study includes projects that may be funded by the collected impact fees. The RIF Ordinance authorizes offsets to be established and approved by agreement for qualifying contributions towards roadway improvements that are in the roadway improvements plan. The Wildspring Subdivision is dedicating right-of-way and constructing improvements that are considered Eligible System Facilities for RIF Offsets. The amount is designed to fairly reflect the value of the construction of the roadway. The attached Offset Agreement establishes an Offset amount to be applied to reduce roadway impact fees due upon issuance of building permits within the Wildspring Subdivision for the expansion of CR 175, until the Offset amount is exhausted.

Calculated RIF assessments for this project are \$1,618,590. Offset calculation provisions would be provided for the actual costs of construction as well as for right-of-way dedication above and beyond that required by the Development. RIF offsets are capped at the project assessment value (\$1,618,590). If the offsets exceed the capped value then no RIFs would be assessed with each building permit application.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval.

PRESENTER:

Emily D. Truman, PE, CFM, PMP, City Engineer

Fiscal Impact

Attachments:

1. RIF Offset Agreement Wildsprings
2. Wildsprings Map

THE STATE OF TEXAS §

WILLIAMSON COUNTY §

**ROADWAY IMPACT FEE OFFSET AGREEMENT FOR THE
WILDSRING SUBDIVISION**

This Roadway Impact Fee Offset Agreement for the Wildspring Subdivision (the “**AGREEMENT**”) is made by and between the City of Leander (hereinafter “**CITY**”), a Texas Home Rule municipality and Toll Southwest LLC, a Delaware limited liability company (hereinafter “**DEVELOPER**” and collectively, the “**PARTIES**”).

RECITALS

WHEREAS, pursuant to Article 12.08, City of Leander Code of Ordinances (“**RIF Ordinance**”), the City has adopted and administers a roadway impact fees program;

WHEREAS, the RIF Ordinance addresses the circumstances when roadway System Facilities are eligible for Offsets against roadway impact fees (“**RIF**”) required to be paid pursuant to the RIF Ordinance;

WHEREAS, the City has agreed that the Eligible System Facilities described in Article I are eligible for Offsets;

WHEREAS, this Agreement is entered prior to the issuance of building permits for the Development to establish Offsets to reduce RIF otherwise due for the Development;

WHEREAS, the Parties have agreed to the value assigned to the Offsets in accordance with the methodologies set forth in the RIF Ordinance; and

WHEREAS, capitalized terms used but not defined herein shall have the meanings given to them in the RIF Ordinance;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the Parties hereto, intending to be legally bound, hereby agree as follows:

**Article I.
DESCRIPTION OF
DEVELOPMENT AND ELIGIBLE
SYSTEM FACILITIES**

- A. **The Development.** The Development is known as Wildspring Subdivision, which is a residential development consisting of 326 single family dwelling lots and one amenity center lot located on that certain 111.17-acre tract, generally located at North West CR 175

/ CR 177, Leander, Williamson County, Texas, as more particularly described in **Exhibit A**. For the purposes of allocating Offsets under this Agreement, the Development has three phases.

B. **Roadway Service Area Location.** The Development is located in Roadway Service Area D.

C. **Eligible System Facilities.**

- 1) Description of Facilities: The Eligible System Facilities are the following and are more particularly described in the construction plans for the Development approved by the City.
 - a) Infrastructure: CR 175 Roadway Improvements Project No. PICP-23-0025.
 - b) Right-of-way: The following is right-of-way to be conveyed for roadway facilities not required by the Development:
Right-of-Way for CR 175 Roadway Improvements Project No. PICP-23-0025, which will be more particularly described in the Final Plat for Wildspring Phase 1 Final Plat.
- 2) Eligibility for Offsets. The Eligible System Facilities are included in the RIF CIP. The Eligible System Facilities do not include site-related facilities. The Eligible Infrastructure shall comply with applicable City regulations and approved construction plans and shall not be less than what is required by the zoning, subdivision, and development regulations.
- 3) Construction Status:
 - a) The status of construction of the Eligible System Facilities as of the Effective Date of this Agreement is under construction.
 - b) The status of conveyance of the Right-of-Way as of the Effective Date is in process.
- 4) Limits of Construction: The limits of construction for the purpose establishing the Offset are shown in the construction plans/detailed plans for CR 175 Roadway Improvements No. PICP-23-0025 attached hereto and incorporated herein for all purposes as **Exhibit B**.

Article II.

ROADWAY IMPACT FEE AMOUNT

- A. **Roadway Impact Fee Amount.** The total RIF's for the Development are estimated to be **\$809,458.00** at current collection rate for all phases of the Development. The actual RIF's for the Development will be calculated pursuant to the RIF Ordinance.
- B. **Rough Proportionality.** The Parties acknowledge that as provided in Section 212.904, Texas Local Government Code, the City may require Developer to contribute a portion of the costs of municipal infrastructure improvements by the making of dedications, the

payment of fees, or the payment of construction costs (collectively the “**Infrastructure Costs**”), provided Developer’s portion of Infrastructure Costs do not exceed the amount required for infrastructure improvements that are roughly proportionate to the Development impact (the “**Proportionate Costs**”).

Article III.

ROADWAY IMPACT FEE OFFSET

- A. **Method of Calculating Offset.** The Offset shall be calculated as follows:
- 1) For the Infrastructure, the Offset shall be the actual cost to construct the Eligible System Facilities based on the construction contract, invoices, and other documentation reasonably required by the City that establish the amount paid by the Developer to construct the Eligible System Facilities.
 - 2) For right-of-way dedication, the Offset shall be calculated as follows:
 - a) Williamson Central Appraisal District value as of the date of this Agreement, which is \$2.119 per square foot
 - b) Only the portion of the right-of-way not required by the Development is entitled to an Offset. The following portion of the Right-of-Way is entitled to the Offset: Right-of-Way for CR 175 Roadway Improvements Project No. PICP-23-0025, which will be more particularly described in the Final Plat for Wild Spring Phase 1 Final Plat.
- B. **Documentation Required.** At the time that the Developer requests the City to accept Eligible System Facilities, the Developer shall submit to the City documentation in a form reasonably acceptable to the City establishing the cost of the Eligible System Facilities that are eligible for inclusion in the Offset in accordance with Section III.A. The City shall review the documents submitted by the Developer and within seven (7) days either approve the cost or identify any further information, if any, it requires to establish the cost of the Eligible System Facilities.
- C. **Transportation Demand.** The transportation demand for developed parcels within the Property is \$1,618,590.00.
- D. **Method of Applying Offsets.** The Offset shall be applied at the time of application for the first building permit for the Development, and at each building permit application thereafter, to reduce RIF’s due until the Offset is exhausted.
- E. **Limitations on Offsets.**
- 1) If the Offset calculated pursuant to this Agreement exceeds the RIF’s due at building permit, then no RIF shall be due at building permits. Remaining Offsets are not transferable nor eligible to be refunded.
 - 2) The Offsets for the Eligible System Facilities become effective:

- a) For infrastructure, at the time the Eligible System Facilities are completed and accepted by the City, and the documentation set forth in Section III.B is provided to the City;
- b) Conveyed to the City in the case of right-of-way.

If Eligible Facilities are made up of a combination of infrastructure, fees, and/or right-of-way dedication, then the terms above must be met prior to applying the Offset.

- 3) Offsets expire within fifteen years of the date the City accepted the Eligible System Facilities. Unused Offsets are not eligible to be refunded.
- 4) Offsets shall be administered as provided in the RIF Ordinance, to the extent the RIF Ordinance to do not conflict with this Agreement.

Article IV. MISCELLANEOUS

The following miscellaneous provisions are made part of this Agreement:

- A. Termination.** The City may terminate this Agreement in the event that the Development expires by giving written notice to the Developer, and the termination shall be effective on the thirtieth (30th) day following the date of such notice.
- B. Additional Instruments.** The City and the Developer agree and covenant to cooperate, negotiate in good faith, and to execute such other and further instruments and documents as may be reasonably required to fulfill the public purposes provided for and included within this Agreement.
- C. Amendments.** This Agreement constitutes the entire understanding and agreement of the parties as to the matters set forth in this Agreement. No alteration of or amendment to this Agreement shall be effective unless given in writing and signed by the party or parties sought to be charged or bound by the alteration or amendment.
- D. Applicable Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Williamson County, Texas. Venue for any action arising under this Agreement shall lie in the state district courts of Williamson County, Texas.
- E. Assignment.** The Developer may assign this Agreement with the City's consent (such consent not to be unreasonably conditioned, withheld or delayed), but in no event shall the Offsets provided for in the Agreement be transferred to any development not subject to the plat associated with such Offsets.
- F. Binding Obligation.** This Agreement shall become a binding obligation on the signatories upon execution by all signatories hereto. The City warrants and represents that the

individual executing this Agreement on behalf of the City has full authority to execute this Agreement and bind the City to the same. Developer warrants and represents that the individual executing this Agreement on its behalf has full authority to execute this Agreement and bind it to the same.

- G. Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall constitute one and the same document.
- H. Construction.** The Parties acknowledge that the Parties and their counsel have reviewed and revised the Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of the Agreement.
- I. Enforcement.** The City Attorney or his or her designee may enforce all legal rights and obligations under this Agreement without further authorization. The Developer shall provide to the City Attorney all documents and records that the City Attorney requests to assist in determining the Developer's compliance with this Agreement.
- J. Entire Agreement.** This Agreement constitutes the entire agreement between the Parties with respect to the subject matter covered in this Agreement. There is no other collateral oral or written agreement between the Parties that, in any manner, relates to the subject matter of this Agreement, except as provided for in any Exhibits attached hereto or duly approved amendments to this Agreement, as approved by the City Council of the City of Leander, Texas.
- K. Exhibits and Attachments.** All Exhibits and Attachments referenced in this Agreement are attached hereto and incorporated herein for all purposes.
- L. Force Majeure.** It is expressly understood and agreed by the parties to this Agreement that if the performance of any obligations hereunder is delayed by reason of war, civil commotion, acts of God, inclement weather, fire or other casualty, or court injunction, inability to obtain labor or materials or reasonable substitutes therefore, governmental restrictions, governmental regulations, governmental controls, governmental action, delay in issuance of permits or approvals (including, without limitation, fire marshal approvals), enemy or hostile governmental action, civil commotion, fire or other casualty, and other causes beyond the reasonable control of the obligated party and delays caused by the other party, the party so obligated or permitted shall be excused from doing or performing the same during such period of delay, so that the time period applicable to such obligation or requirement shall be extended for a period of time equal to the period such party was delayed.
- M. Gender.** The gender of the wording throughout this Agreement shall always be interpreted to mean either sex, and where the context requires, the plural of any word shall include the singular.

N. Immunities and defenses.

- 1) By entering into this Agreement, the Parties do not waive, and shall not be deemed to have waived, any rights, immunities, or defenses either may have, including the defense of parties, and nothing contained herein shall ever be construed as a waiver of sovereign, statutory or official immunity by the City with such rights being expressly reserved to the fullest extent authorized by law and to the same extent which existed prior to the execution hereof.
- 2) No employee of City, or any councilmember or agent of City, shall be personally responsible for any liability arising under or growing out of this Agreement

O. Mutual Assistance. City and Developer will do all things reasonably necessary or appropriate to carry out the terms and provisions of this Agreement and to aid and assist each other in carrying out such terms and provisions.

P. Notices. Any notice, statement and/or communication required and/or permitted to be delivered hereunder shall be in writing and shall be mailed by first-class mail, postage prepaid, or delivered by hand, by messenger, by facsimile, or by reputable overnight carrier, and shall be deemed delivered when received at the addresses of the Parties set forth below, or at such other address furnished in writing to the other Parties thereto:

DEVELOPER:

Toll Southwest, LLC
Kyle Ninness
1320 Arrow Point Dr, Suite 401
Cedar Park, Tx 78613
Email: kninness@tollbrothers.com

WITH COPY TO LEGAL COUNSEL:

Toll Brothers
1140 Virginia Drive
Ft. Washington, PA 19034
Attn: Ken Greenspan, Vice President Legal Department
Email: kgreenspan@tollbrothers.com

CITY:

City Manager
City of Leander
105 N. Brushy St.
Leander, TX 78640

WITH COPY TO:

The Knight Law Firm, LLP
Paige Saenz
223 W. Anderson Lane, Suite A105
Austin, Texas 78752

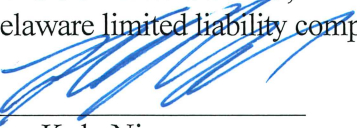
- Q. Ordinance Applicability.** The signatories hereto shall be subject to all ordinances of the City, whether now existing or in the future arising provided however no ordinance shall reduce or diminish the contractual obligations contained herein. This Agreement shall confer no vested rights on the Development unless specifically enumerated herein.
- R. Severability.** In the event any provision of this Agreement is illegal, invalid, or unenforceable under the present or future laws, then, and in that event, it is the intention of the Parties hereto that the remainder of this Agreement shall not be affected thereby, and it is also the intention of the Parties to this Agreement that in lieu of each clause or provision that is found to be illegal, invalid, or unenforceable a provision be added to this Agreement which is legal, valid and enforceability and is a similar in terms as possible to the provision found to be illegal, invalid or unenforceable.
- S. Survival of Covenants.** Any of the representations, warranties, covenants, and obligations of the Parties, as well as any rights and benefits of the Parties, pertaining to a period of time following the termination of this Agreement shall survive termination.

[Page Ends Here – Signature Pages Follow]

EXECUTED in duplicate originals to be effective as of the date of the last signature below.

DEVELOPER:

TOLL SOUTHWEST LLC,
A Delaware limited liability company

By: 

Name: Kyle Ninness

Title: Director of Land Development

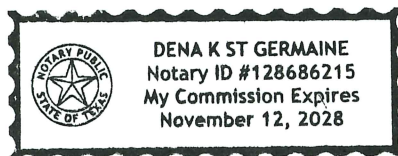
Date: 5/15/25

STATE OF Texas §

COUNTY OF Williamson §

Before me, the undersigned authority, on this day personally appeared Kyle Ninness, known to me to be the Authorized Signatory of Toll Brothers on behalf of said entity and acknowledged to me that he executed the same for the purposes and consideration therein expressed, in the capacity therein stated.

(Seal)



Dena St. Germaine

Notary Public in and for
The State of Texas

My Commission Expires: Nov 12, 2028

Signature Page to
**ROADWAY IMPACT FEE OFFSET AGREEMENT FOR THE WILDSRING
SUBDIVISION**

City:

CITY OF LEANDER,
a Texas municipal corporation

By: _____
Name: Todd Parton, its City Manager

THE STATE OF TEXAS §
 §
COUNTY OF WILLIAMSON §

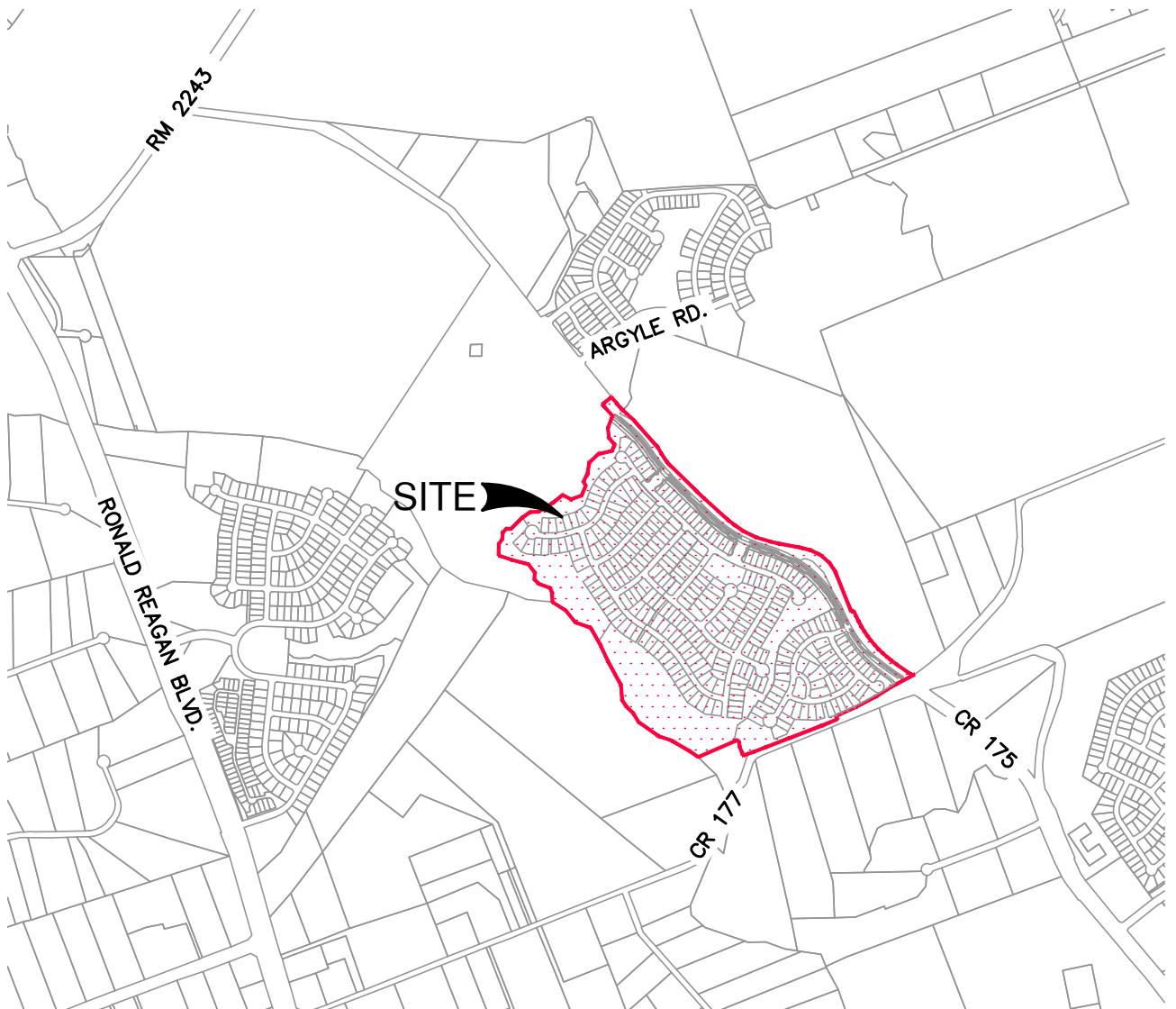
This instrument was acknowledged before me on the __ day of _____, 2025 by Todd Parton, City Manager of the City of Leander, Texas, a Texas municipal corporation, on behalf of said City.

(SEAL)

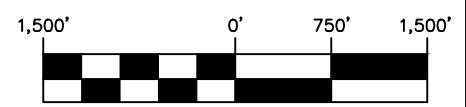
Notary Public in and for
The State of Texas

My Commission Expires:_____

**Exhibit “A”
The Development**



SCALE: 1" = 1,500'



Note: Apr 21, 2025, 2:18pm User ID: CKrause
 File: H:\Projects\51480\00\001 Construction Documents\Exhibits\CR 175 RIF\250421Location Map.dwg

JOB NO. 51480-00
 DATE APRIL 2025
 DESIGNER
 CHECKED AC DRAWN CK
 SHEET 1 of 1

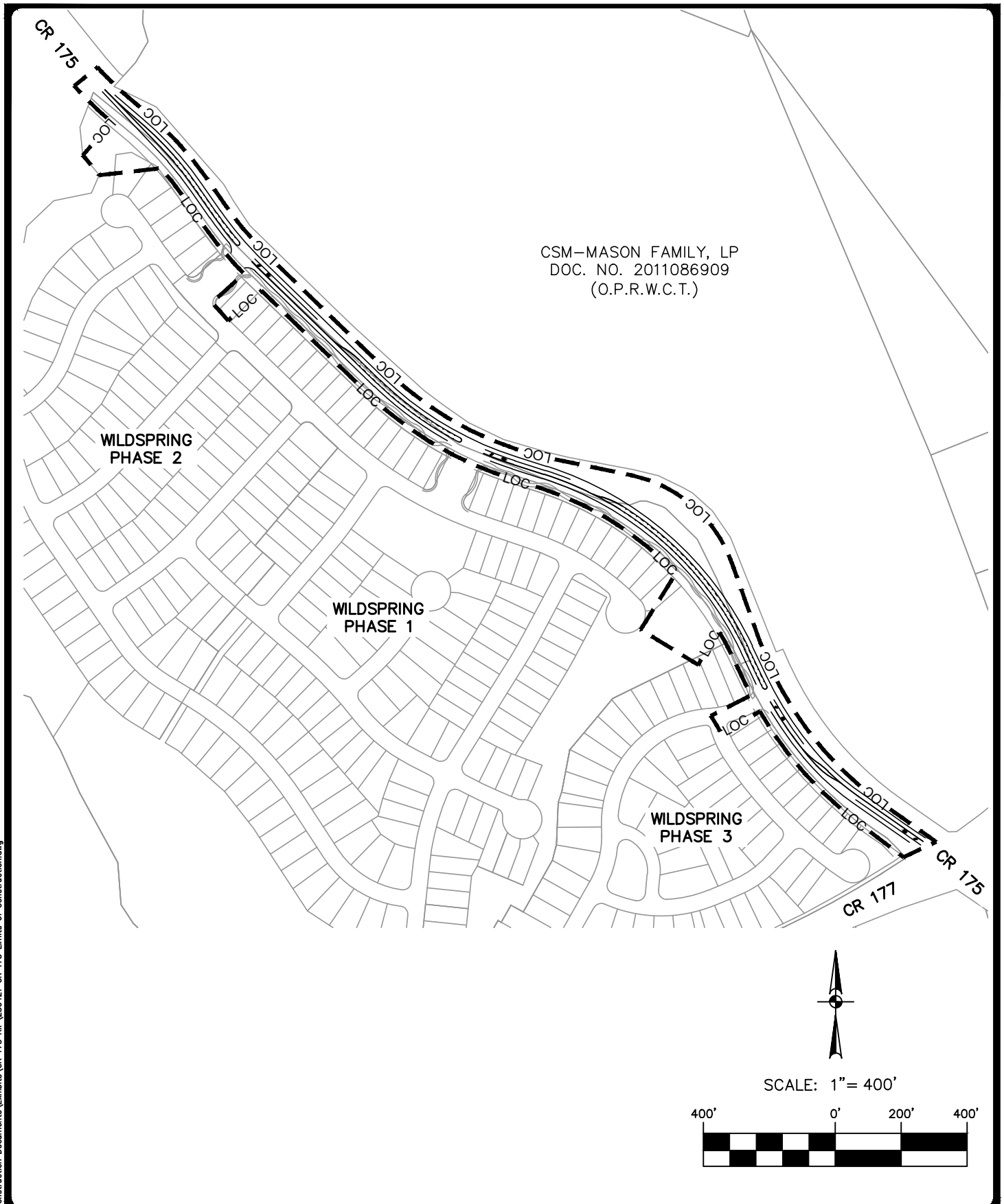
EXHIBIT A THE DEVELOPMENT LEANDER TEXAS



AUSTIN | SAN ANTONIO | HOUSTON | FORT WORTH | DALLAS
 10801 N MOPAC EXPY, BLDG 3, STE 200 | AUSTIN, TX 78759 | 512.454.8711
 TBPE FIRM REGISTRATION #470 | TBPLS FIRM REGISTRATION #10028801

Exhibit “B”
Limits of Construction

Notes: Apr 21, 2025, 2:12pm User ID: CKrause
File: H:\Projects\51480\00\001 Construction Documents\Exhibits\CR 175 RIF\250421 CR 175 Limits of Construction.dwg



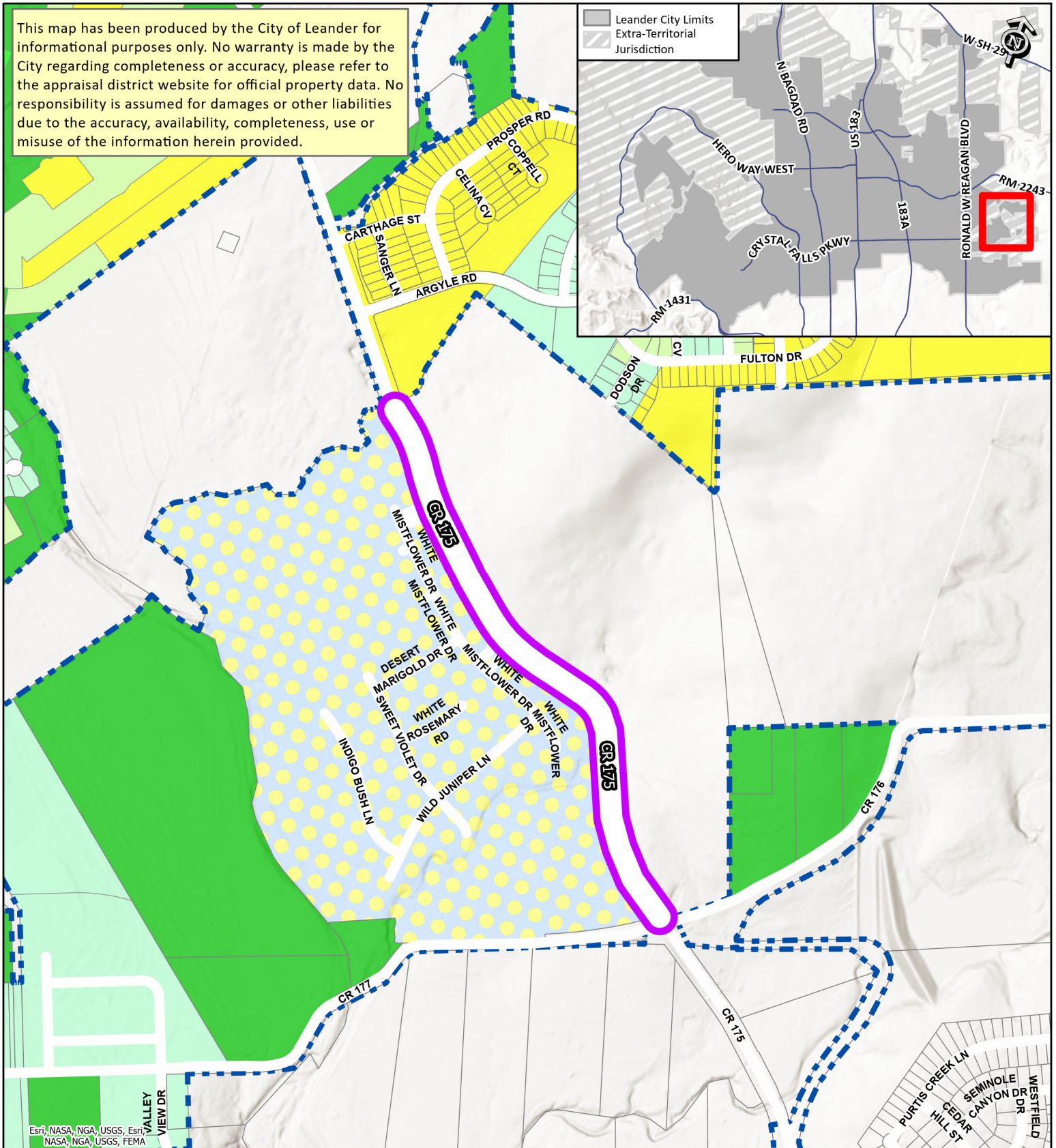
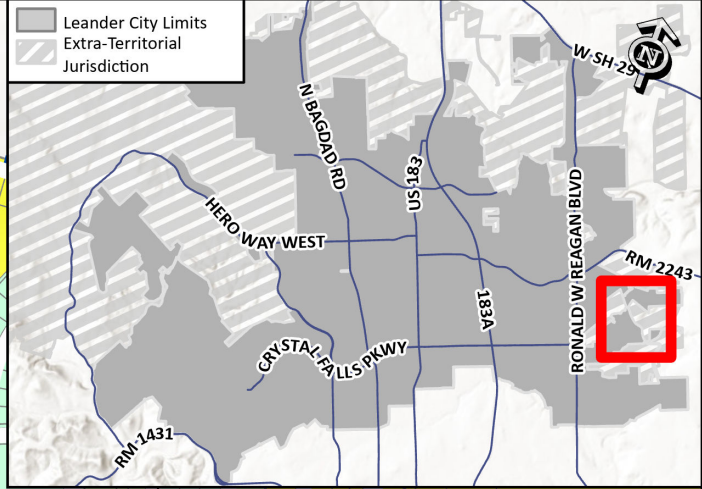
CSM-MASON FAMILY, LP
DOC. NO. 2011086909
(O.P.R.W.C.T.)

JOB NO. 51480-00
DATE APRIL 2025
DESIGNER
CHECKED AC DRAWN CK
SHEET 1 of 1

EXHIBIT B
LIMITS OF CONSTRUCTION
LEANDER TEXAS

Pape-Dawson
ENGINEERS
AUSTIN | SAN ANTONIO | HOUSTON | FORT WORTH | DALLAS
10801 N MOPAC EXPY, BLDG 3, STE 200 | AUSTIN, TX 78759 | 512.454.8711
TBPE FIRM REGISTRATION #470 | TBPLS FIRM REGISTRATION #10028801

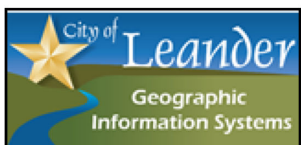
This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy, please refer to the appraisal district website for official property data. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.



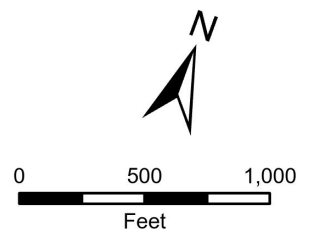
SUBDIVISION ACCEPTANCE

Wildsprings Subdivision CR 175 RIF Offset - PICP-23-0025

- City Limits
- Accepted Subdivision



- RESIDENTIAL**
 - SFR - Single-Family Rural
 - SFE - Single-Family Estate
 - SFS - Single-Family Suburban
 - SFU - Single-Family Urban
 - SFC - Single-Family Compact
- PUD LAND USE**
 - PUD - Single-Family





EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Approval of the Brushy Creek Retail Memorandum of Agreement (MOA) regarding tree mitigation requirements associated with partial clearing, grading and drainage improvements prior to site development for one (1) parcel of land 4.33 acres $\pm$ in size; more particularly described by Williamson Central Appraisal District Parcel R442584, and generally located to the northeast of the intersection of US 183 and Metro Drive, Leander, Williamson County, Texas.

BACKGROUND:

This Memorandum of Agreement (MOA) request is associated with the Brushy Creek Retail Floodplain Development Plans (FPD-24-0016) to raise a portion of the site above the 100-year floodplain for future development. At the site development stage, the applicant is typically proposing parking, buildings, detention ponds, flatwork, and landscaping. In this case, the submitted Floodplain Development Plan improvements include partial clearing, grading and drainage improvements in an attempt to modify the floodplain and improve the marketability of the site. The changes to the floodplain resulted in the removal of 49% of the caliper inches of significant trees between eight (8) and eighteen (18) caliper inches and 16% of the trees greater than eighteen (18) caliper inches and twenty-six (26) caliper inches.

The Composite Zoning Ordinance allows for the removal of up to 50% of significant trees between eight (8) and eighteen (18) caliper inches without requiring tree mitigation. The MOA documents the tree removal at this stage of development and accounts for that removal in future site development. This means that the developer would only be able to remove 1% of the significant trees between eight (8) and eighteen (18) caliper inches at the time of full site development without having to provide tree mitigation.

The MOA seeks to memorialize and authorize the removal of 49% of the significant trees between eight (8) and eighteen (18) caliper inches from the property due to said improvements while ensuring that any future tree removal remains compliant with the tree removal and mitigation requirements set forth in the Composite Zoning Ordinance. The developer submitted a Floodplain Development Permit in 2020 and the application expired due to inactivity. A Tree Removal Permit was reviewed and approved by the Planning & Zoning Commission on July 13, 2023. The applicant has reinstated the Floodplain Development Permit and has completed the review with FEMA for the changes to the floodplain. The applicant is now ready to move forward with the floodplain development. This permit includes clearing and grading, in the future they will submit the complete site development package that will include tree mitigation.

HISTORY/TIMELINE:

07/13/2023 Planning & Zoning Commission approval of the Tree Removal Permit

APPLICANT/AGENT:

Cude Engineers (Nelson Ogren) on behalf of Transit Village Investments, LTD (Jeff Musgrove)

RECOMMENDATION:

As part of the evaluation of this request, the City Council has the following options:

1. Approve the proposed Memorandum of Agreement;
2. Deny the proposed Memorandum of Agreement; or
3. Approve an alternative tree removal plan that includes a re-evaluation of the site to save additional trees.

Staff recommends Option 1 listed above – approve the proposed Memorandum of Agreement. The floodplain development plans would raise a portion of the site above the 100-year floodplain to ensure a commercially viable site for future development.

PRESENTER:

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

Fiscal Impact

Attachments:

1. DA-22-0004 Att 1 Signed MOA - Brushy Creek Retail
2. DA-22-0004 Att 2 Location Map - Brushy Creek Retail
3. FDP-24-0016 Att 3 Tree Removals - Brushy Creek Retail

Memorandum of Agreement Regarding Tree Mitigation for the Brushy Creek Retail Site Development

This Memorandum of Agreement Regarding Tree Mitigation for the Brushy Creek Retail Development (the “**MOA**”) is entered into between the City of Leander, Texas, a home rule municipality (the “**City**”) and **Transit Village Investments, LTD**, a limited partnership (the “**Developer**”) to be effective the ____ day of _____, 2025 (the “**Effective Date**”). The City and the Developer are herein referred to together as the “**Parties**”.

Whereas, the Developer is developing the Brushy Creek Retail (the “**Site**”), which includes partial clearing and grading with some drainage improvements of the Property more particularly shown and described in Exhibit A attached hereto and incorporated herein for all purposes (the “**Property**”);

Whereas, the Parties desire to enter this MOA for the purpose of tracking the tree removal for the Site;

Whereas, both Parties benefit from ensuring proper administration and enforcement of the City’s tree removal and mitigation ordinances in order to preserve trees on the Property and to promote the resulting aesthetic and environmental benefits; and

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

Section 1. Tree Removal.

(a) The Developer is authorized to remove forty-nine percent (49%) of the trees from the Property pursuant to the tree removal plan approved on _____ (the “**2025 Tree Removal Plan**”) when the Developer performs partial clearing and grading and constructs channel improvements on the Property pursuant to that certain Brushy Creek Retail Site (Permit #FPD-24-0016). The Developer will comply with the City’s tree mitigation requirements in relation to removal of said trees. The Developer acknowledges and agrees that the trees removed, pursuant to the 2025 Tree Removal Plan, will count toward the total number of trees that are authorized to be removed from the Property under the City’s subdivision and zoning ordinances.

(b) For any trees that the Developer wishes to remove from the Property other than those identified in the 2025 Tree Removal Plan, the Developer shall obtain the approvals that are required by the City’s ordinance prior to removing any additional trees from the Property and shall otherwise comply with the tree removal and mitigation requirements set forth in the City’s subdivision and site development ordinances and this Agreement.

Section 2. Miscellaneous Provisions.

(a) This Agreement shall be recorded in the Williamson County Real Property Records within thirty (30) days of the Effective Date.

(b) Notwithstanding anything herein to the contrary, no Party shall be deemed to be in default hereunder until the passage of fourteen (14) business days after receipt by such party of notice of default from the other party. Upon the passage of fourteen (14) business days without cure of the default, such party shall be deemed to have defaulted for purposes of this Agreement; provided that if the nature of the default is that it cannot reasonably be cured within the fourteen (14) business day period, the defaulting party shall have a longer period of time as may be reasonably necessary to cure the default in question; but in no event more than sixty (60) days. In the event of default, the non-defaulting party to this Agreement may pursue the remedy of specific performance or any other remedy available in law or in equity. As an additional remedy, the City may withhold approval of any development-related applications for the Property if the Developer is not in compliance with this Agreement. All remedies will be cumulative and the pursuit of one (1) authorized remedy will not constitute an election of remedies or a waiver of the right to pursue any other authorized remedy.

(c) To the extent not inconsistent with this Agreement, each party reserves all rights, privileges, and immunities under applicable laws, and neither party waives any legal right or defense available under law or in equity. In the event of litigation relating to the subject matter of this Agreement, the prevailing party shall be entitled to receive from the other party its reasonable attorneys' fees and costs.

(d) Any failure by a party to insist upon strict performance by the other party of any provision of this Agreement will not, regardless of length of time during which that failure continues, be deemed a waiver of that party's right to insist upon strict compliance with all terms of this Agreement. In order to be effective as to a party, any waiver of default under this Agreement must be in writing, and a written waiver will only be effective as to the specific default and as to the specific period of time set forth in the written waiver. A written waiver will not constitute a waiver of any subsequent default, or of the right to require performance of the same or any other provision of this Agreement in the future.

(e) This Agreement is binding on the Parties' respective successors and assigns and future owners of the Property, and this Agreement shall constitute a covenant running with the Property.

(f) Any notice to be given hereunder by any party to another party shall be in writing and may be effected by personal delivery or by sending said notices by registered or certified mail, return receipt requested, to the address set forth in the signature block below. Notice shall be deemed given when deposited with the United States Postal Service with sufficient postage affixed.

(g) In case any one (1) or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision hereof. This Agreement embodies the entire agreement among the Parties, supersedes all prior agreements and understandings, if any, relating to the subject matter hereof, and may be amended only by an instrument in writing executed collectively by each of the Parties hereto. The laws of the State of Texas shall govern the rights and duties of the Parties hereto and the validity, construction, enforcement and interpretation hereof; and the Parties hereto hereby irrevocably agree that in the event of any dispute involving

this Agreement, venue for such dispute shall lie in any court of competent jurisdiction in Williamson County, Texas.

(h) To the extent this Agreement constitutes a contract for goods or services within the meaning of Section 2270.002 of the Texas Government Code, as amended, solely for purposes of compliance with Chapter 2270 of the Texas Government Code, and subject to applicable Federal law, the Developer represents that neither the Developer nor any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of Developer (i) boycotts Israel or (ii) will boycott Israel through the term of this Agreement. The terms “boycotts Israel” and “boycott Israel” as used in this paragraph have the meanings assigned to the term “boycott Israel” in Section 808.001 of the Texas Government Code, as amended.

IN WITNESS WHEREOF, we have caused this Agreement to be executed by our duly authorized representatives effective as of the _____ day of _____, 2025.

CITY:

City of Leander, Texas
a Texas Home-Rule Municipal Corporation

Attest:

By: _____
Name: Dara Crabtree
Title: City Secretary

By: _____
Name: Christine DeLisle
Title: Mayor
Mailing Address: P.O. Box 319
Leander, Texas 78646
Williamson County

THE STATE OF TEXAS §
COUNTY OF WILLIAMSON §

This instrument was acknowledged before me on this ____ day of _____, 2025, by Christine DeLisle, Mayor of the City of Leander, Texas, a Texas home-rule municipal corporation, on behalf of said corporation.

(SEAL)

Notary Public, State of Texas

PROPERTY OWNER:

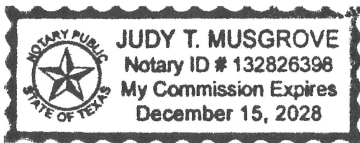
By: [Signature]
Name: Jeff Musgrove
Title: Manager of the GP
Mailing Address: 5807 Long CT
Austin, TX
County: Travis

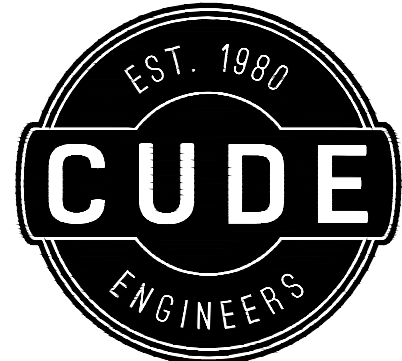
THE STATE OF TEXAS §
COUNTY OF Travis §

This instrument was acknowledged before me on this 8 day of May, 2025, by
Jeff Musgrove, Transit Village Investments, LTD a Texas Limited Partnership, on behalf of said
company.

(SEAL)

[Signature]
Notary Public, State of Texas





8420 N. Mopac Expressway,
Suite 110
Austin, Texas 78759
P(512) 260.9100

BRUSHY CREEK RETAIL SITE
FLOODPLAIN DEVELOPMENT PLANS
TREE REMOVAL PLAN

DATE
5/31/2022

PROJECT NO.
A0376.000.0

DRAWN BY
CS

CHECKED BY
JAS

REVISIONS

-
-
-
-
-
-
-
-



CUDE ENGINEERS
TBPE No. 19070

PLAT NO.

6 OF 21

TREE LIST (TO REMAIN)

(PREFERRED TREES)

NUMBER	SIZE (")	DESCRIPTION
5195	14	AMERICAN ELM
5196	8	AMERICAN ELM
5197	8	AMERICAN ELM
5201	12	AMERICAN ELM
5203	13	AMERICAN ELM
5204	10	AMERICAN ELM
5205	13	AMERICAN ELM
5206	9	AMERICAN ELM
5207	9	AMERICAN ELM
5208	15	AMERICAN ELM
5209	16	AMERICAN ELM
5210	8	AMERICAN ELM
5211	15	AMERICAN ELM
5212	12	AMERICAN ELM
5213	10	AMERICAN ELM
5214	14	AMERICAN ELM
5215	17	AMERICAN ELM
5216	9	AMERICAN ELM
5217	8	AMERICAN ELM
5218	8	AMERICAN ELM
5219	14	AMERICAN ELM
5220	20	AMERICAN ELM
5221	11	AMERICAN ELM
5222	9	AMERICAN ELM
5226	8	AMERICAN ELM
5227	13	AMERICAN ELM
5228	15	AMERICAN ELM
5229	10	AMERICAN ELM
5230	13	AMERICAN ELM
5231	11	AMERICAN ELM
5234	8	CEDAR ELM
5235	32	AMERICAN ELM
5236	14	AMERICAN ELM
5237	9	AMERICAN ELM
5238	10	AMERICAN ELM
5239	10	AMERICAN ELM
5240	8	AMERICAN ELM
5242	26	AMERICAN ELM
5243	8	AMERICAN ELM
5244	8	AMERICAN ELM
5245	13	AMERICAN ELM
5246	13	AMERICAN ELM
5247	13	AMERICAN ELM
5248	39	AMERICAN ELM
5254	21	AMERICAN ELM
5256	9	AMERICAN ELM
5257	21	AMERICAN ELM
5258	14	AMERICAN ELM
5259	11	AMERICAN ELM
5260	10	AMERICAN ELM
5261	9	AMERICAN ELM
5263	11	AMERICAN ELM
5265	9	AMERICAN ELM
5266	10	AMERICAN ELM
5267	21	AMERICAN ELM
Total	709	

(TRASH TREES)

NUMBER	SIZE (")	DESCRIPTION
5193	18	HACKBERRY
5194	13	HACKBERRY
5198	8	HACKBERRY
5199	8	HACKBERRY
5200	14	HACKBERRY
5202	12	HACKBERRY
5223	16	HACKBERRY
5224	9	HACKBERRY
5225	9	HACKBERRY
5232	9	HACKBERRY
5233	10	HACKBERRY
5241	10	HACKBERRY
5249	25	BOIS D' ARC
5250	9	HACKBERRY
5251	11	HACKBERRY (8-6)
5252	9	HACKBERRY
5253	12	HACKBERRY
5262	9	HACKBERRY
5264	12	HACKBERRY
Total	223	

TREE LIST (TO REMOVE)

(PREFERRED TREES)

NUMBER	SIZE (")	DESCRIPTION
5268	18	AMERICAN ELM
5270	11	AMERICAN ELM (8-6)
5271	12	AMERICAN ELM
5272	16	AMERICAN ELM
5273	10	AMERICAN ELM
5274	8	AMERICAN ELM
5275	13	AMERICAN ELM
5276	10	AMERICAN ELM
5277	9	AMERICAN ELM
5279	12	AMERICAN ELM
5280	8	AMERICAN ELM
5281	10	AMERICAN ELM
5282	10	AMERICAN ELM
5283	8	AMERICAN ELM
5284	8	AMERICAN ELM
5285	18	AMERICAN ELM (13-10)
5286	8	AMERICAN ELM
5287	9	AMERICAN ELM
5288	11	AMERICAN ELM (9-4)
5289	15	AMERICAN ELM
5290	8	AMERICAN ELM
5291	11	AMERICAN ELM
5292	10	AMERICAN ELM
5293	8	AMERICAN ELM
5294	10	AMERICAN ELM
5295	8	AMERICAN ELM
5296	21	AMERICAN ELM
5297	9	AMERICAN ELM
5298	16	AMERICAN ELM
5299	9	AMERICAN ELM
5300	11	AMERICAN ELM
5301	10	AMERICAN ELM
5302	8	AMERICAN ELM
5303	10	AMERICAN ELM
5304	8	AMERICAN ELM
5305	10	CEDAR ELM
5307	12	CEDAR ELM (8-7)
5309	9	AMERICAN ELM
5310	8	AMERICAN ELM
5313	8	AMERICAN ELM
5314	8	AMERICAN ELM
5316	8	AMERICAN ELM
5317	9	AMERICAN ELM
5318	17	AMERICAN ELM
5319	12	AMERICAN ELM
5320	9	AMERICAN ELM
5321	8	AMERICAN ELM
5323	8	AMERICAN ELM
5324	12	AMERICAN ELM (9-5)
5325	8	CEDAR ELM
5326	10	AMERICAN ELM
Total	537	

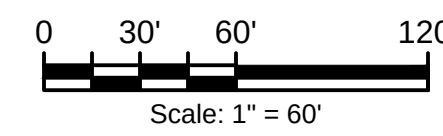
(TRASH TREES)

NUMBER	SIZE (")	DESCRIPTION
5269	13	HACKBERRY
5278	9	HACKBERRY
5306	10	HACKBERRY
5308	11	HACKBERRY
5311	8	HACKBERRY
5312	13	HACKBERRY (9-8)
5315	8	HACKBERRY
5322	8	HACKBERRY
Total	80	

NOTE:

A. IF PAYMENT IN LIEU OF REPLACEMENT TREES IS APPROVED BY THE PLANNING DIRECTOR, THE FEE SHALL BE EQUAL TO ONE HUNDRED FIFTY DOLLARS (\$150) PER CALIPER INCH OF REPLACEMENT TREE.

LEGEND	
--- PROPERTY LINE	WASTEWATER MANHOLE
--- EXISTING PROPERTY LINES	SIGN (AS NOTED)
--- EXISTING EASEMENTS	UTILITY POLE
--- CONTOUR LINE	GUY ANCHOR
--- 1/2" IRON ROD FOUND (UNLESS NOTED)	WIRE FENCE
--- 1/2" IRON ROD WITH "4WARD BOUNDARY" CAP SET	OVERHEAD UTILITY
--- NAIL FOUND WITH "HALF" WASHER FOUND	WASTEWATER LINE
--- CALCULATED POINT	WATER LINE
--- SURVEY CONTROL POINT	STORM SEWER LINE
--- BENCHMARK	CONCRETE
--- BOLLARD POST (UNLESS NOTED)	DOC. NO.
--- ELECTRIC JUNCTION BOX	VOL./PG.
--- ELECTRIC METER	CAB./SLD.
--- CLEAN OUT	P.U.E.
--- EDGE OF ASPHALT	RCP
--- GUARD RAIL	CMF
--- ELECTRIC TRANSFORMER	FL ELEV
--- LIGHT POLE	R.O.W.
--- TELECOMMUNICATIONS BOX	O.P.R.W.C.T.
--- TELECOMMUNICATIONS POST	D.R.W.C.T.
--- TELECOMMUNICATIONS PEDESTAL	P.R.W.C.T.
--- TELECOMMUNICATIONS MANHOLE	(.....)
--- TRAFFIC SIGNAL BOX	(.....)
--- TRAFFIC SIGNAL POLE	(.....)
--- WATER VALVE	([.....])



LEGEND

[Hatched Box]	AREA TO BE REMOVED
[Dotted Box]	EXIST. FEMA 100-YR FLOODPLAIN
[Cross-hatched Box]	EXIST. FEMA 500-YR FLOODPLAIN
[Solid Grey Box]	EXIST. FEMA FLOODWAY
[Dashed Line]	LIMITS OF CONSTRUCTION
[Dashed Line]	LIMITS OF CONSTRUCTION
[Circle]	EXISTING TREE TO REMAIN
[Circle]	EXISTING TREE TO REMOVED

TREE CALIPER INCHES

TREE SIZE (in caliper inches)	TOTAL INCHES	SAVED INCHES	SAVED INCHES %	REMOVED INCHES	REMOVED INCHES %
8" to 18"	1045	529	51%	516	49%
>18" to 26"	130	109	84%	21	16%
SUBTOTAL 8" to 26"	1175	638	54%	537	46%
>26"	71	71	100%	0	0%
TOTALS	1246	709	57%	537	43%

TOTAL TREES

TREE SIZE (in caliper inches)	TOTAL TREES	SAVED TREES	SAVED TREES %	REMOVED TREES	REMOVED TREES %
8" to 18"	98	48	49%	50	51%
>18" to 26"	6	5	83%	1	17%
SUBTOTAL 8" to 26"	104	53	51%	51	49%
>26" HERITAGE	2	2	100%	0	0%
TOTALS	106	55	52%	51	48%

MITIGATION PLAN

TREE SIZE (in caliper inches)	>50% REMOVAL	1:1 REPLACEMENT	2:1 REPLACEMENT	3:1 REPLACEMENT	FEES
8" to 18"	0	0	-	-	-
>18" to 26"	0	-	0	-	-
>26" HERITAGE	-	-	-	0	\$0

TREE CREDIT: CREDIT FOR TREES GREATER THAN 18" = 180" X 2 = 360"
TOTAL CREDIT = 360" - 42" = 318"

TREE SURVEY DATE
(12/10/2020)

NOTE:

BEARING BASIS:
ALL BEARINGS ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, GRID CENTRAL ZONE (4203), NAD83, ALL DISTANCES WERE ADJUSTED TO SURFACE USING A COMBINED SCALE FACTOR OF 1.000138805545.

SURVEY CONTROL:

STATE PLANE GRID CONTROL FOR THIS SURVEY IS BASED ON A 1/2" IRON ROD WITH "4WARD CONTROL" CAP SET, GRID COORDINATES AND ELEVATIONS (NAVD 88) SHOWN HEREON WERE DERIVED FROM THE TEXAS COOPERATIVE NETWORK ON DATE 06-23-2016, 4WARD CONTROL POINT WAS CHECKED TO LCRA, MON A253, HAVING A PUBLISHED GRID COORDINATE & NAVD 88, ELEVATION OF N 10183259.8246, E 30779908.5507, ELEV. 972.27'

ATTACHMENT #3



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Approval of the extension of the approval of the construction plan permit associated with Subdivision Case 20-PICP-032 Leander Platinum Public Improvement Construction Plans regarding the construction of turn lanes, bike lanes, public sidewalks, stormwater, water, and wastewater improvements along Ronald W. Reagan Boulevard; more particularly described by Williamson Central Appraisal District Parcel R372083; and more commonly known as 17680 Ronald W. Reagan Boulevard, Leander, Williamson County, Texas.

BACKGROUND:

This request is for an extension of the permit expiration date of the Leander Platinum Construction Plans (20-PICP-032). These construction plans provide for the improvements related to the Leander Platinum development including turn lanes, bike lanes, sidewalks, turn lanes, stormwater, water, and wastewater improvements. The Leander Platinum development includes:

- A 5,634 square foot convenience store with five (5) gas pumps;
- A 5,850 square foot retail building;
- A 11,320 square foot office building; and
- Associated flat work, detention/water quality pond, and landscaping.

The permit for the public improvements was issued on May 11, 2022, and the developer had two (2) years to complete the improvements. The developer requested an extension from the City Council that was approved on June 20, 2024, and extended the permit to May 11, 2025. The developer is ready to start construction of the infrastructure and the associated site work.

In this case, an updated surety instrument was not required since the final plat was previously recorded. The City's Subdivision Ordinance does not include a section which allows the extension of the construction plan permit. The Council has the authority to approve an ordinance that would approve the extension.

The applicant is requesting a one-year (1) extension of the permit in order to complete the construction of the PICP and Site Development concurrently.

HISTORY/TIMELINE:

01/29/1997 – Final Plat Approved
04/16/2015 – Zoning Approved
05/11/2022 – Construction Plans Permit Issued
05/11/2024 – Construction Plans Expired
06/13/2024 – Planning & Zoning Extension Approved
06/20/2024 – City Council Extension Approved
05/11/2025 – Construction Plans Expired
05/22/2025 – Planning & Zoning Extension Approved

APPLICANT/AGENT:

Bleyl Engineering (Kenny Watkins) on behalf of Leander Platinum Jubilee Investment (Aly Hussaini)

RECOMMENDATION:

The Subdivision Ordinance includes timelines for the completion of improvements as part of the subdivision process. The timeline/history section of this summary above includes the key dates for this request. The infrastructure associated with the public improvements construction plans are required to be completed two (2) years from the date of the construction plan permit being issued.

As part of the evaluation of this request, the City Council has the following options:

1. Approve the extension of the permit for one (1) additional year; or
2. Deny the extension of the permit

Staff recommends Option 1 listed above – Approve the proposed extension for one (1) additional year. Approving this extension will grant an extension to May 11, 2026 and will allow the developer to complete the construction of the improvements.

During the meeting of May 22, 2025, the Planning & Zoning Commission recommended approval.

PRESENTER:

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

Fiscal Impact

Attachments:

1. 20-PICP-032 Att 1 Leander Platinum - Extension Request
2. 20-PICP-032 Att 2 Leander Platinum - Location Map
3. 20-PICP-032 Att 3 Leander Platinum - Ordinance



May 8, 2025

Ms. Robin Griffin, Director
City of Leander
Planning Department
P.O. Box 319
Leander, TX 78646

Project Number: 20-PICP-032, Leander Platinum Public Improvements Construction Plans
Location or Address: 17680 Ronald Reagan Blvd.

Re: Request for Project Extension

Dear Ms. Griffin:

The purpose of this letter is to request an extension of the referenced Public Improvements Construction Plans for the development of offsite improvements for Leander Platinum. The project includes the construction of offsite water and wastewater lines, as well as a right-turn/deceleration lane on Ronald Reagan Boulevard. The construction drawings were approved with City signature on February 7, 2022, and a subsequent PICP extension was granted on June 20, 2024, with an expiration date of June 20, 2025.

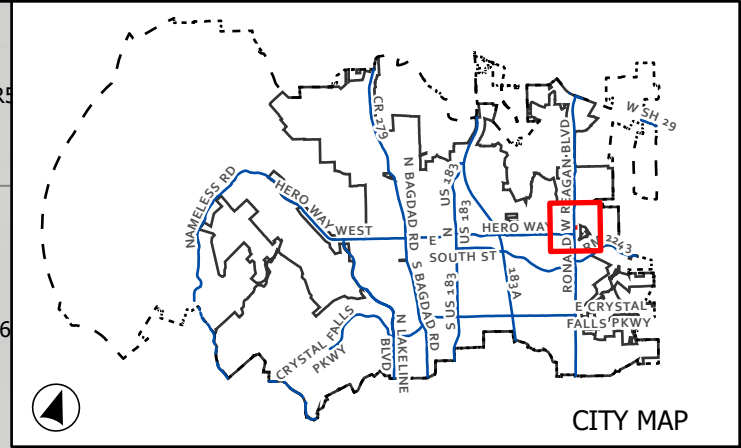
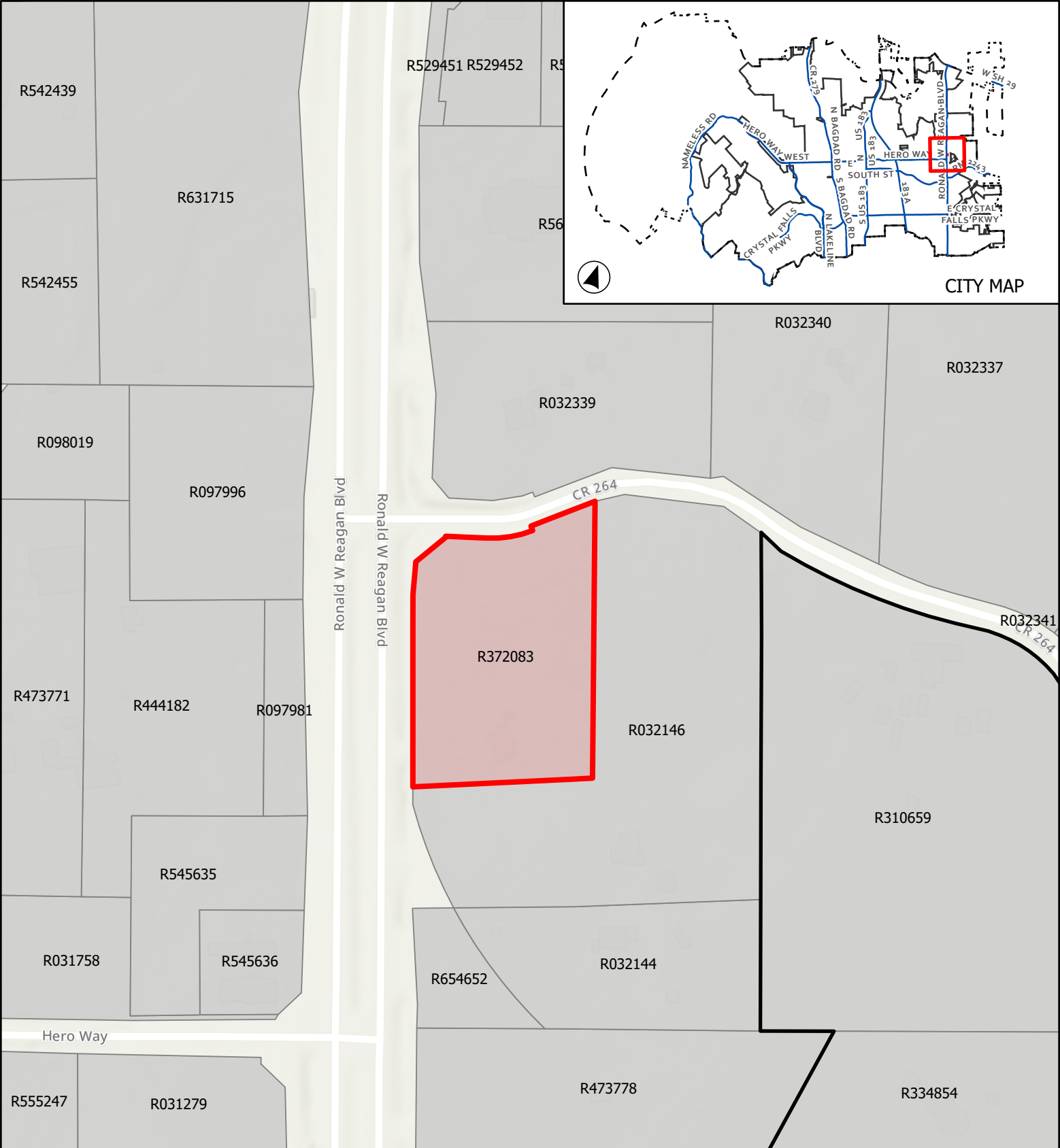
In association with this approval, Site Development Plans 20-SD-026 were also approved on February 7, 2022, with an extension granted on June 5, 2024, which is set to expire on June 5, 2026. We are requesting this additional extension due to the ongoing revision and review process for the associated Site Development Revision (SD-25-0317). The owner intends to construct both the PICP and the revised Site Development Plans concurrently to streamline the schedule and manage construction costs more effectively.

The owner is ready to proceed with the construction of the approved PICP plans and has selected a contractor to perform the work. However, they are awaiting final approval of the revision of the associated Site Development Revision (SD-25-0317).

I look forward to your response to this request for an extension of the project approval to allow construction to move forward.

Jacob Mealey, P.E.
Project Engineer

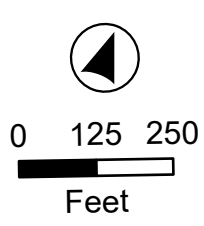
h:\jobfiles\lpj 12237 (ronald reagan blvd site plan)\2025 picp extension\picp extension 2025.docx



CASE: 20-PICP-032 ATTACHMENT 2 LEANDER PLATINUM

Location Map

This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.



- City Limits
- ETJ Boundary
- Subject Boundary

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS

ORDINANCE NO.

**AN ORDINANCE OF THE CITY OF LEANDER, TEXAS GRANTING AN
EXTENSION OF THE EXPIRATION OF THE CONSTRUCTION PLAN
PERMIT FOR THE LEANDER PLATINUM SUBDIVISION
IMPROVEMENTS.**

WHEREAS, Section 23 (g) (1) of the City's Subdivision Ordinance provides that the construction plan permit expires two (2) years after the date that the permit is issued; and

WHEREAS, the City's Subdivision Ordinance does not include a section which allows the extension of the construction plan permit; and

WHEREAS, the City Council of the City of Leander, Texas (the "City") finds that there is good reason to grant an extension of the expiration date for the Construction Plan Permit because the applicant is actively working with the Planning Department and will be able to complete the required improvements shown in the construction plan within a reasonable timeframe;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

SECTION 1. Findings of Fact. The forgoing recitals are incorporated into this Ordinance as true and correct findings of fact.

SECTION 2. Extension Granted. The City hereby grants an extension of the expiration date for the Construction Plan Permit to May 11, 2026. In the event that the Construction Plan improvements are not completed before to May 11, 2026, the Construction Plan Permit shall expire.

SECTION 3. Effective Date. This Ordinance shall take effect immediately from and after its passage in accordance with the City Charter.

SECTION 4. Open Meetings. It is hereby officially found and determined that the meeting at which this Ordinance was considered was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED on First Reading this the 17 day of June, 2025.

ATTEST:

THE CITY OF LEANDER, TEXAS:

Dara Crabtree, City Secretary

Christine DeLisle, Mayor



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Approval of the Second Reading of an Ordinance regarding Zoning Case Z-25-0159 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to adopt the VFW Post 10427 Minor PUD (Planned Unit Development) with the base zoning district of LC-2-A (Local Commercial) on three (3) parcels of land 22.409 acres ± in size; more particularly described by Williamson Central Appraisal District Parcels R031314, R375914, and R433127; and more commonly known as 8760 RR 2243, Leander, Williamson County, Texas.

BACKGROUND:

This request is the final step in the zoning process. The applicant has submitted a request to change the designated zoning district of their property in order to expand the operations of the VFW Post 10427 to include an outdoor event space, outdoor sporting activities, meeting event space, outdoor music venue, drive-in theater, food truck park, and farmer's market. The proposal does comply with the Comprehensive Plan and is appropriate for properties located in an Employment Center identified by the Comprehensive Plan.

The property has a legal nonconforming use that was operating prior to the annexation of the site. The proposal includes additional uses that were not in place at that time.

GENERAL INFORMATION:

Current Zoning: SFR-1-B (Single-Family Rural)

Proposed Zoning: VFW Post 10427 Minor PUD (Planned Unit Development) with the base zoning district of LC-2-A (Local Commercial)

Size and Location: The property is located at 8760 RM 2243, including approximately 22.409 acres.

Surrounding Area: This property is located north of RM 2243, west of Upwards Church – Leander. The site to the west is proposed to be the BASIS School.

PROPOSED ZONING DISTRICT:

USE COMPONENT

MINOR PUD – PLANNED UNIT DEVELOPMENT:

The purpose and intent of the Minor Planned Unit Development (PUD) district is to designate a base zoning district that may allow or prohibit uses without granting significant waivers. The intent of this zoning request is to provide for the development of an outdoor event space, outdoor sporting activities, meeting event space, outdoor music venue, drive in theater, food truck park, and farmer's market. The contents of this Minor PUD further explain and illustrate the overall function desired for this development.

LC – LOCAL COMMERCIAL:

Features: Any use in LO (Local Office) plus retail sales and services, restaurants, banks, nursery or greenhouse, grocery sales, pharmacies, fitness centers, dance and music academies, artist studio, colleges and universities, bed and breakfast. Hours of operation: 5:00 a.m. to 10:00 p.m. Sun.-Thurs., 5:00 a.m. to 11:00 p.m. Fri. and Sat.

Intent: Development of small scale, limited impact commercial, retail, personal services and office uses located in close proximity to their primary customers, which cater to the everyday needs of the nearby

residents, and which may be located near residential neighborhoods. Access should be provided by a collector or higher classification street.

SITE COMPONENT

TYPE 2:

Features: Accessory buildings greater of 10% of primary building or 120 square feet; accessory dwellings for SFR, SFE and SFS; drive-thru service lanes; uses not to exceed 40,000 square feet; multi-family provides at least 100% of units with an enclosed garage parking space.

Intent:

- (1) The Type 2 site component may be utilized with non-residential developments that are adjacent to a residential district or other more restrictive district to help reduce potential negative impacts to the more restrictive district and to provide for an orderly transition of development intensity.
- (2) The Type 2 site component is intended to be utilized for residential development not meeting the intent of a Type 1 site component and not requiring the additional accessory structure or accessory dwelling privileges of the Type 3 site component.
- (3) This component is intended to be utilized with the majority of LO (Local Office) and LC (Local Commercial) use components except those that meet the intent of the Type 1 or Type 3 site component or with any use requiring drive-through service lanes.
- (4) This component is intended to be utilized with LO (Local Office), LC (Local Commercial), GC (General Commercial), HC (Heavy Commercial), and HI (Heavy Industrial) use components when adjacent to residential districts and additional compatibility standards are warranted.
- (5) This component is generally not intended to be utilized with HC (Heavy Commercial), and HI (Heavy Industrial) use components except where such component is adjacent to, and not adequately buffered from, residential districts or other more restricted districts, and except as requested by the land owner.
- (6) Compliance with Type 1 standards shall also be deemed as compliance with this component.

ARCHITECTURAL COMPONENT

TYPE A:

Features: Five (5) or more architectural features.

Intent:

- (1) The Type A architectural component is intended to be utilized for high-quality developments or to provide variety as an additional option for portions of a residential development and may be utilized in or adjacent to single-family uses.
- (2) This component is intended to be utilized for single-family development that backs up to, or sides to, a major thoroughfare.
- (3) Combined with appropriate use and site components, this component is intended to help provide for harmonious land use transitions by applying this component to a less restrictive use or site component adjacent to a more restrictive use or site component. This standard may be utilized to help ensure compatibility for non-residential uses, multi-family, two-family, townhouse or small lot residential development with adjacent property that is more restricted.
- (4) This component is intended to be utilized for buildings requiring heights greater than those provided in other architectural components.
- (5) This component may be utilized for any high-profile development, for any property in a prominent location or at an important gateway to the community.
- (6) This component is not intended to become an involuntary standard for the majority of a single-family subdivision, especially with SFR (Single-Family Rural), SFE (Single-Family Estate), SFS (Single-Family Suburban), SFU (Single-Family Urban) and SFC (Single-Family Compact) components.

COMPREHENSIVE PLAN:

Applicable Comprehensive Plan goal statements

- Strategy 1.1: Guide future growth and development following the comprehensive plan to achieve a more balanced, diverse economy.

Applicable Future Land Use categories

The Employment Center future development 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.

Desired Mix: 80-100% Non-Residential, 0-20% Residential

PUBLIC NOTIFICATION:

In addition to the notice mailed on behalf of the City to all property owners within 200', the agent is required to reach out to all property owners of property zoned as single-family or any properties used as single-family uses within 500' as per Article X, Section 3 (d) of the Composite Zoning Ordinance. Any Homeowner's Association located within 500' are also required to be contacted.

The applicant sent letters to all residentially zoned or used properties within 500' and the Marbella HOA. No issues were discussed following the mailed letters.

Please see the full report from the applicant attached as Attachment 9.

HISTORY/TIMELINE:

11/06/2002 - Annexation

01/16/2013 - Annexation

05/02/2018 - Annexation

04/24/2025 - Planning & Zoning, 1st Public Hearing

06/05/2025 - City Council, 2nd Public Hearing & 1st Reading of the Ordinance

APPLICANT/AGENT:

DFD Architects, Inc. (Will Davies) on behalf of Cedar Park VFW No. 10427 Post, Veterans of Foreign Wars (Chris King)

RECOMMENDATION:

As part of the evaluation of this request, the City Council has the following options:

1. Approve the proposed VFW Post 10427 Minor PUD (Planned Unit Development) with the base zoning district of LC-2-A (Local Commercial);
2. Deny the proposed VFW Post 10427 Minor PUD (Planned Unit Development) with the base zoning district of LC-2-A (Local Commercial); or
3. Approve an alternative request that may include modifications to the Minor PUD Notes to include prohibited uses or remove allowed uses.

Staff recommends Option 1 listed above – approve the proposed VFW Post 10427 Minor PUD (Planned Unit

Development) with the base zoning district of LC-2-A (Local Commercial). Staff made this recommendation based on the existing uses on the site and future uses in the surrounding area.

During the meeting of April 24, 2025, the Planning & Zoning Commission recommended approval. The City Council approved Option 1 listed above during the June 5, 2025 meeting.

PRESENTER:

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

Attachments:

1. Z-25-0159 Att 1 Letter of Intent - VFW Post 10427 Minor PUD
2. Z-25-0159 Att 2 Current Zoning - VFW Post 10427 Minor PUD
3. Z-25-0159 Att 3 FLU Map - VFW Post 10427 Minor PUD
4. Z-25-0159 Att 4 Public Notification - VFW Post 10427 Minor PUD
5. Z-25-0159 Att 5 Proposed Zoning - VFW Post 10427 Minor PUD
6. Z-25-0159 Att 6 Aerial Map - VFW Post 10427 Minor PUD
7. Z-25-0159 Att 7 Utilities Map - VFW Post 10427 Minor PUD
8. Z-25-0159 Att 8 PUD Notes - VFW Post 10427 Minor PUD
9. Z-25-0159 Att 9 Neighborhood Outreach - VFW Post 10427 Minor PUD
10. Z-25-0159 Att 10 Ordinance
11. Z-25-0159 Att 11 4-24-2025 P & Z minutes



April 14, 2025

Re: VFW Post 10427

Dear City of Leander:

Our client, VFW Post 10427, wants to convert their property into a PUD to allow them the ability to provide the type of events and services they have had in the past. These include the following:

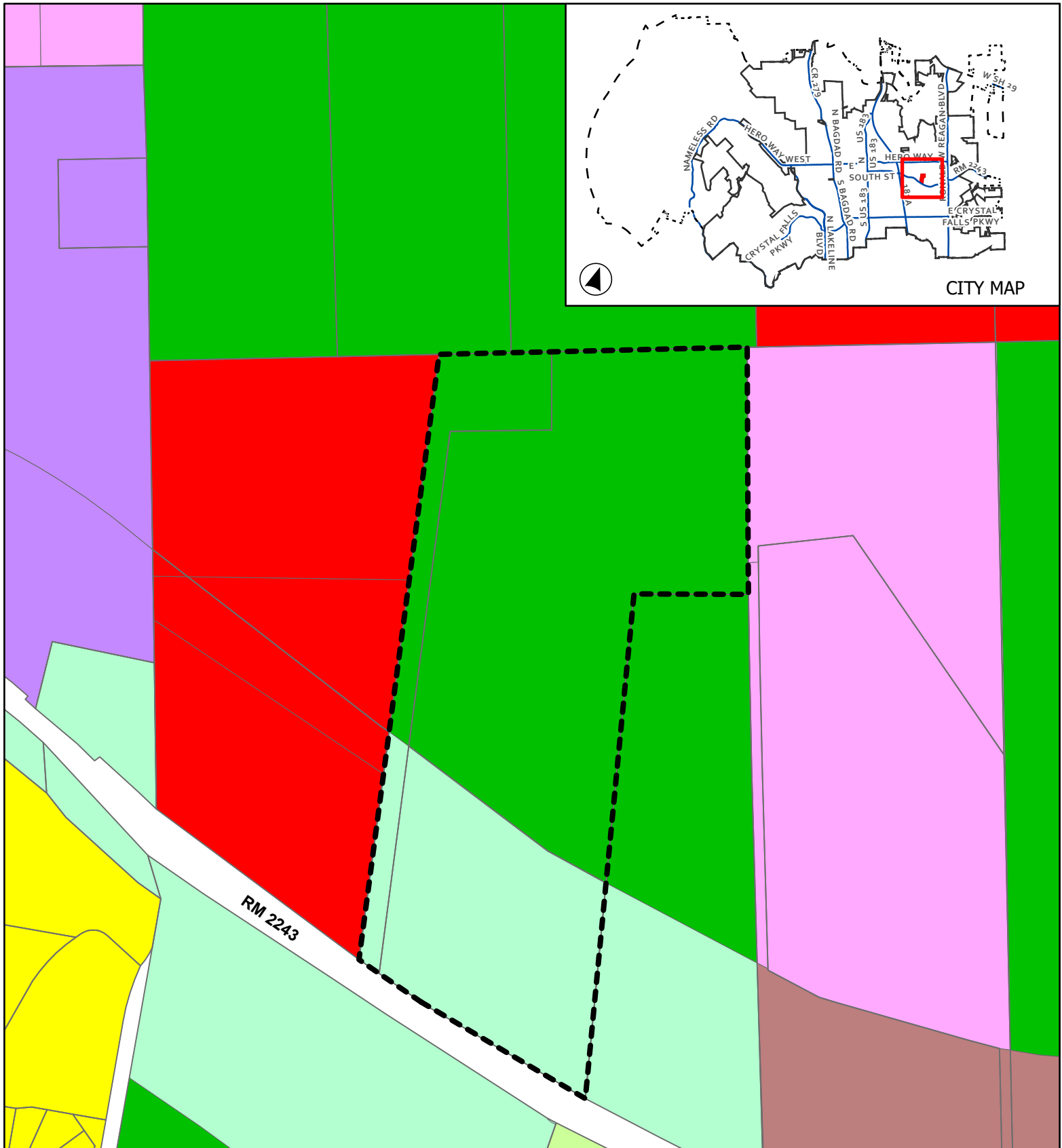
- a. Outdoor event space to include special events throughout the year.
- b. Outdoor sporting activities such as soccer, cricket, football, and other similar sports.
- c. Meeting event space
- d. Outdoor Music Venue
- e. Drive In Theater
- f. Food Truck Parks
- g. Farmers Markets

If you have any questions or would like to discuss this project further, please feel free to contact me.

Sincerely,



William A. Davies, AIA
President



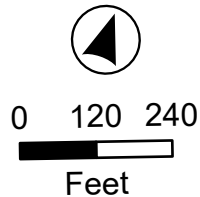
CASE: Z-25-0159

ATTACHMENT 2

VFW POST 10427
MINOR PUD ZONING

Current Zoning

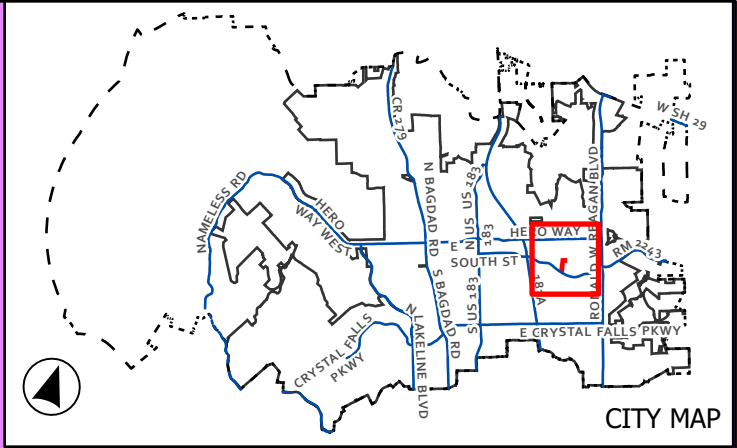
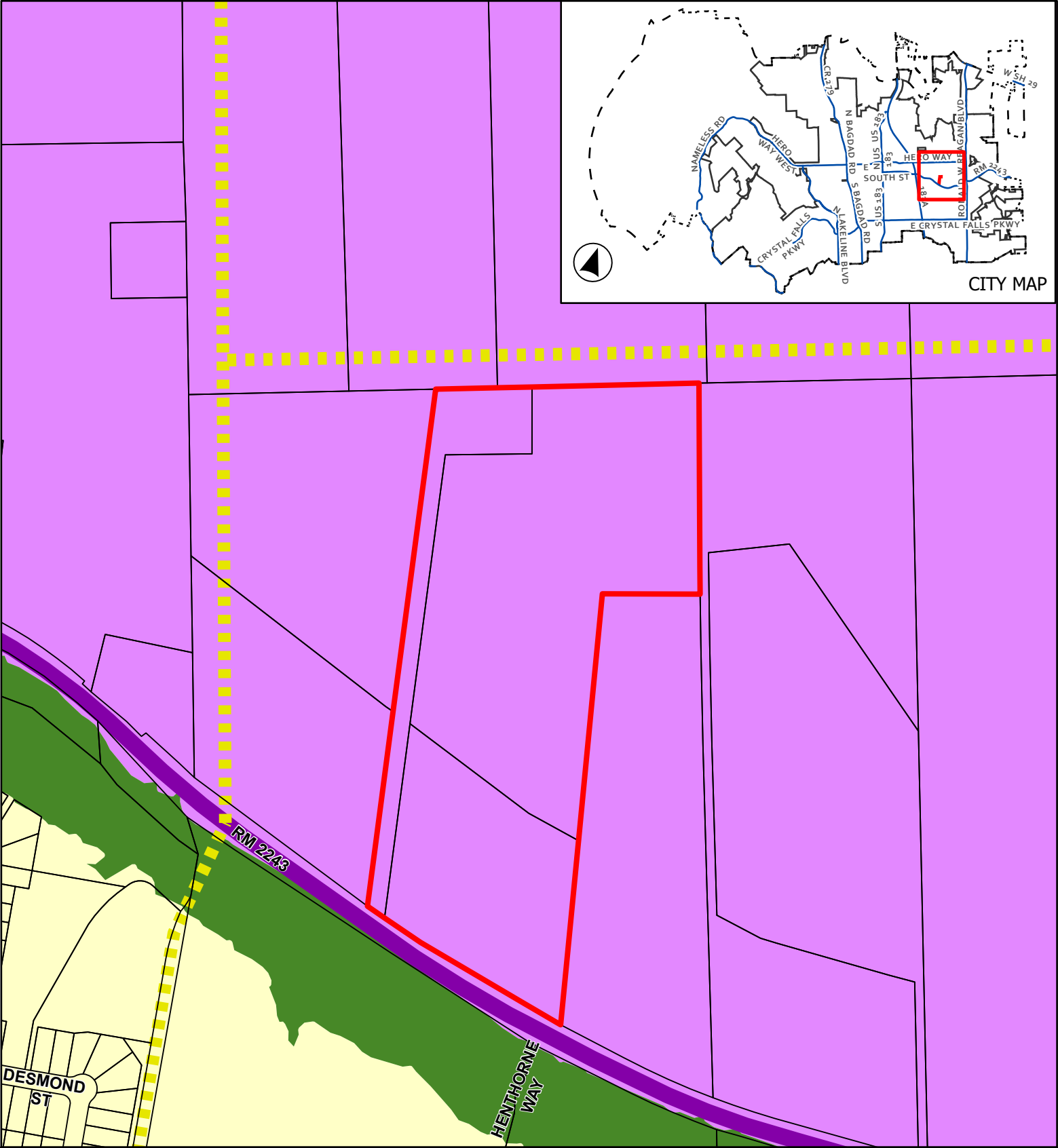
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- City Limits
- ETJ
- Subject Boundary

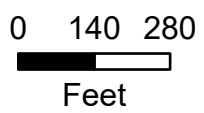
Current Zoning

- SFR - Single-Family Rural
- SFS - Single-Family Suburban
- SFU - Single-Family Urban
- SFC - Single-Family Compact
- LC - Local Commercial
- GC - General Commercial
- HC - Heavy Commercial
- HI - Heavy Industrial



CASE: Z-25-0159 ATTACHMENT 3 VFW POST 10427 MINOR PUD ZONING

Future Land Use Map

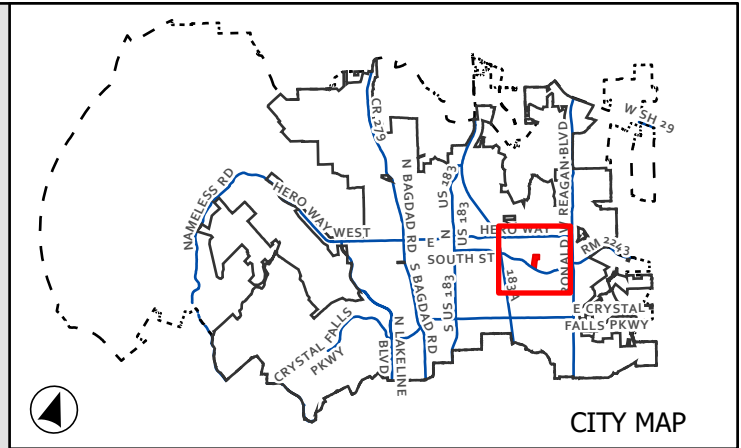
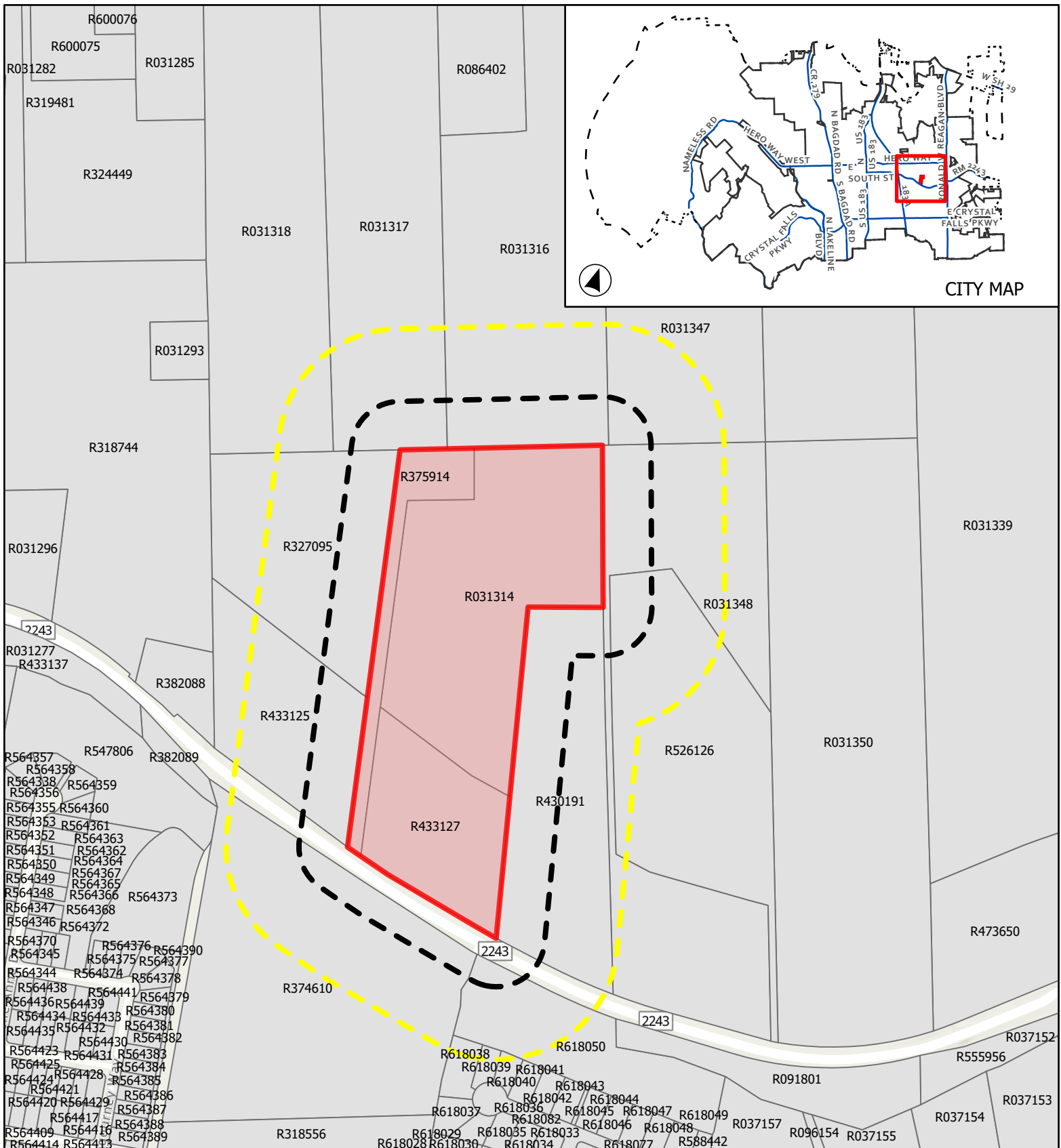


- Leander City Limits
- ETJ Boundary
- Subject Boundary
- Neighborhood Residential

- Employment Center
- Greenway
- Arterial 4 Lane, Existing
- Collector, Proposed

Thoroughfare Plan

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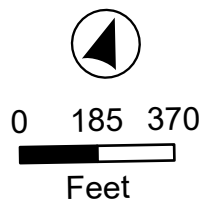
CASE: Z-25-0159

ATTACHMENT 4

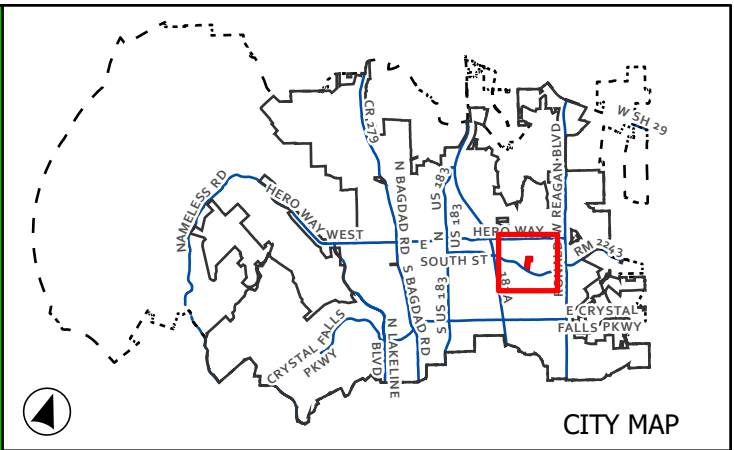
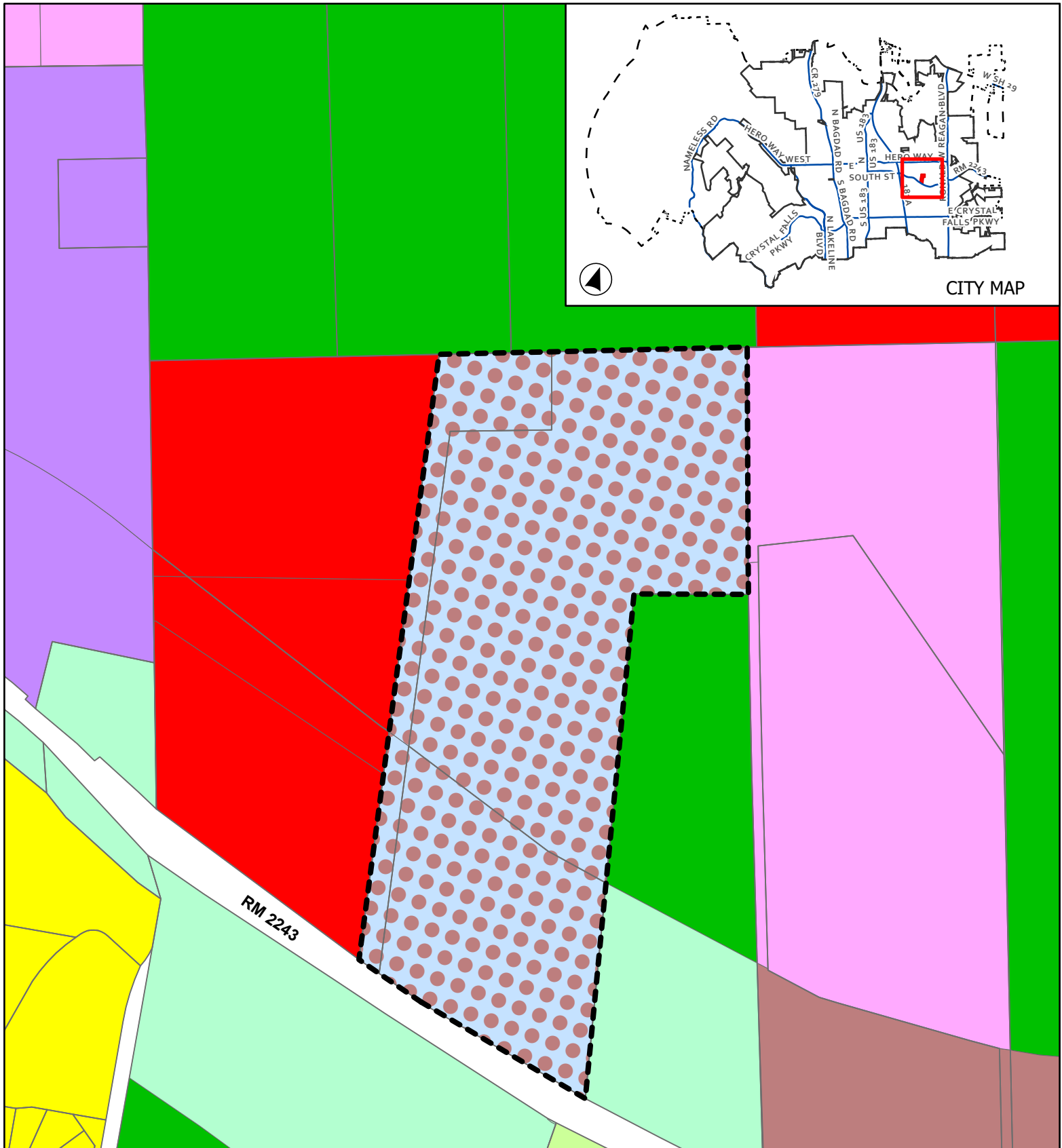
**VFW POST 10427
MINOR PUD ZONING**

Public Notification

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- City Limits
- ETJ
- Subject Boundary
- Notification Buffer**
- 200'
- 500'
- Parcels



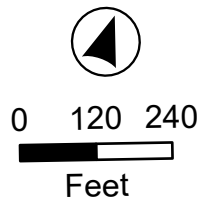
CASE: Z-25-0159

ATTACHMENT 5

VFW POST 10427
MINOR PUD ZONING

Proposed Zoning

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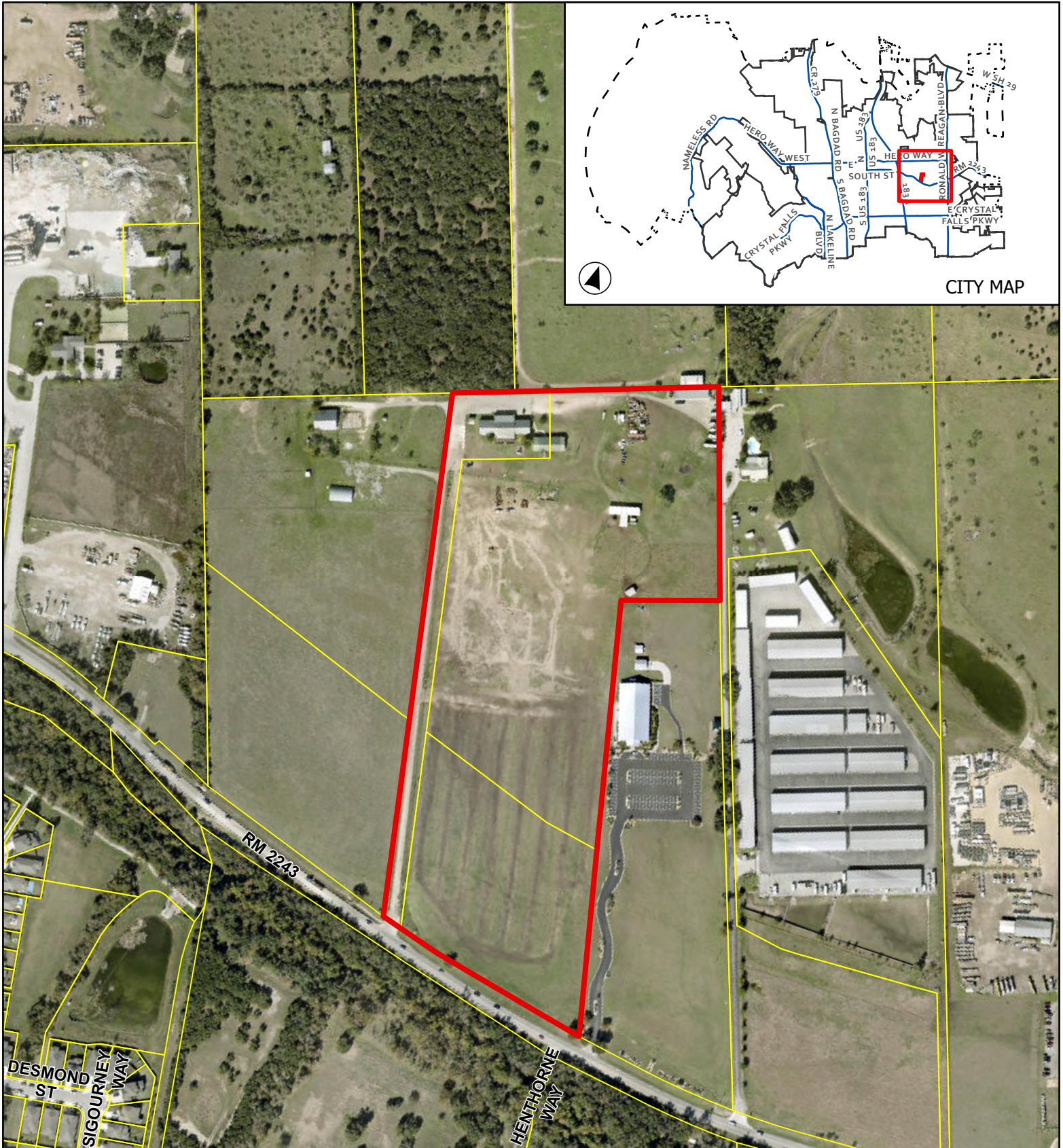


- City Limits
- ETJ
- Subject Boundary

Proposed Zoning

- SFR - Single-Family Rural
- SFS - Single-Family Suburban

- SFU - Single-Family Urban
- SFC - Single-Family Compact
- LC - Local Commercial
- GC - General Commercial
- HC - Heavy Commercial
- HI - Heavy Industrial
- PUD - Local Commercial



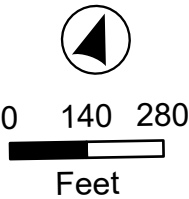
CASE: Z-25-0159

ATTACHMENT 6

VFW POST 10427
MINOR PUD ZONING

Aerial Map

This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.



- Leander City Limits
- Subject Boundary

EXHIBIT A

VFW Post 10427 Minor Planned Unit Development

A. Purpose and Intent

1. The VFW Post 10427 Minor PUD is comprised of approximately 22.4092 acres, as shown in **Exhibit B.** The development of this property includes local commercial uses, an outdoor event space, and other entertainment uses.

B. Applicability and Base Zoning

1. All aspects regarding the development of this PUD shall comply with the City of Leander Composite Zoning Ordinance, except as established in this exhibit, titled **Exhibit A.**
2. For the purpose of establishing development standards for the PUD, the following base zoning districts have been selected from the Leander Composite Zoning Ordinance.

LC-2-A (Local Commercial)

C. Allowable / Prohibited Uses

1. The allowable uses shall include all uses permitted in the LC (Local Commercial) use component and the additional uses below:
 - a. Outdoor event space to include special events throughout the year
 - b. Outdoor sporting activities such as soccer, cricket, football, and other similar sports
 - c. Meeting event space
 - d. Outdoor music venue
 - e. Drive-in theater
 - f. Food truck park

APPLICANT'S SUMMARY OF NEIGHBORHOOD COMMUNICATIONS

1. How and when were the surrounding neighborhood and residential property owners within 500' notified, how was information shared, and who was directly involved in the communication process? Please provide the address of the properties notified and the name and contact information of the residents directly involved in the communication process. Attach any materials that were distributed.

A letter information regarding a minor PUD has been sent to all the surrounding properties within 500'.

2. Who was notified (i.e. property owners, HOA, etc)? The HOA and/or a representative if there is no organized HOA must be contacted, if applicable. Provide a separate sheet listing the contact information used including the names and addresses of the individuals.

All property owners with 500' and the Marbella Residential Community (HOA)

3. What concerns were raised during these communications?

We received a phone call from a property owner asking if we were building a commercial facility. We informed them that we were not and it was to rezone the property for the events they manage.

4. What specific conditions were added to or modified within the zoning request in response to the concerns raised at the meeting?

No meeting has happened at this time.

The above information is deemed to be true to the best of my knowledge.

Signature: _____

Date _____



February 21, 2025

Re: VFW Post 10427

Dear Property Owner:

Our client, VFW Post 10427, is in the process of modifying their property into a PUD. You are receiving this letter because your property is within 500 feet of the property's location and/or within the HOA that is within 500 feet.

If you have any questions or would like to discuss this project further, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, which appears to read 'William A. Davies', is written over the printed name.

William A. Davies, AIA
President

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS, AMENDING THE ZONING ORDINANCE BY CREATING THE VFW POST 10427 MINOR PUD (PLANNED UNIT DEVELOPMENT) WITH THE BASE ZONING DISTRICT OF LC-2-A (LOCAL COMMERCIAL) MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the owner of the property described herein after (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving at least ten (10) days written notice to the owners of land within two hundred (200') feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public hearing at least fifteen (15) days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Zoning Ordinance. Ordinance No. 05-018-00, as amended, the City of Leander Composite Zoning Ordinance (the "Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Applicability. This ordinance applies to the following parcel of land, which is herein referred to as the "Property". That certain parcel of land being including 22.409 acres ±; being more particularly described in Exhibit "B"; commonly known as 8760 RR 2243; identified by Williamson Central Appraisal District tax identification numbers R031314, R375914, and R433127; more particularly described in Instrument Number 2000045331 recorded in the Official Public Records of Williamson County, Texas.

SECTION 4. Property Rezoned. The Zoning Ordinance is hereby amended by creating the VFW Post 10427 Minor PUD (Planned Unit Development) with the base zoning district of LC-2-A (Local Commercial). The PUD shall be developed and occupied in accordance with this Ordinance, the PUD plan attached as Exhibits "A" and "B" which are hereby adopted and incorporated herein for all purposes, and the Composite Zoning Ordinance to the extent not amended by this Ordinance. In the event of a conflict between the Composite Zoning Ordinance

and the requirements for the Property set forth in this Ordinance, this Ordinance shall control.

SECTION 5. Recording Zoning Change. The City Council directs the Planning Department to record this zoning classification on the City's official zoning map with the official notation as prescribed by the City's zoning ordinance.

SECTION 6. Severability. Should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

SECTION 7. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Loc. Gov't. Code.

PASSED AND APPROVED on First Reading this the 5 day of June, 2025.

FINALLY PASSED AND APPROVED on this the 17 day of June, 2025.

ATTEST:

THE CITY OF LEANDER, TEXAS:

Dara Crabtree, City Secretary

Christine DeLisle, Mayor



**MINUTES
PLANNING & ZONING COMMISSION MEETING
CITY OF LEANDER, TEXAS**

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, April 24, 2025
Regular Meeting at 6:00 PM



**Place 1 – Donnie Mahan
Place 2 – Joseph Morales
Place 3 – Vacant
Place 4 – Tara LeDay**

**Place 5 – James Oliver, Chair
Place 6 – Laura Lantrip
Place 7 – Scott Calame, Vice-Chair
Staff Liaison – Robin Griffin**

REGULAR MEETING

1. Call to Order.
Meeting was called to order at 6:00 p.m.
2. Roll Call.
All commissioners present.
3. Director's report to the Planning & Zoning Commission on action taken by City Council on the April 17, 2025 meeting.
4. Review of meeting protocol.
5. Public comments on items not listed in the agenda.

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

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

No one wished to speak.

CONSENT AGENDA: ACTION

[Chair Oliver stated that Items 7 & 9 were pulled from the consent agenda and will be considered separately.]

Motion to approve consent agenda items 6 and 8.

By: Board Member Oliver

Seconded: Board Member Morales

Vote: 6 - 0

[Board Member LeDay recused herself and left the room.]

6. Approval of the minutes for meeting held on April 10, 2025.

7. Approval of the extension of the application expiration for Subdivision Case PICP-23-0052 regarding CR 175 Roadway Improvements associated with the Wildsprings Subdivision, generally located north of the intersection of CR 177 and CR 175, Leander, Williamson County, Texas.

Motion to approve application extension request for subdivision case PICP-23-0052; following discussion.

By: Board Member Calame

Seconded: Board Member Lantrip

Vote: 5 - 0

8. Approval of the extension of the application expiration for Subdivision Case PICP-23-0099 regarding Lone Star Landing Offsite Improvements associated with the Lone Star Landing subdivision; generally located along CR 177, east of Ronald W. Reagan Boulevard, Leander, Williamson County, Texas.

9. Approval of the extension of the application expiration for Subdivision Case FP-23-0108 regarding Hawkes Landing North Phase 1 Final Plat development on one (1) parcel of land 49.941 acres ± in size, more particularly described by Williamson County Appraisal District Parcels R616492; generally located west of the intersection of Bagdad Road and Halsey Drive, Leander, Williamson County, Texas.

Motion to approve application extension request for subdivision case FP-23-0108; following discussion.

By: Board Member Calame

Seconded: Board Member Mahan

Vote: 5 - 0

[Board Member LeDay returned to the dias.]

PUBLIC HEARING: ACTION

10. Conduct a Public Hearing and consider action regarding Zoning Case Z-25-0159 to amend the current zoning of SFR-1-B (Single-Family Rural) to adopt the VFW Post 10427 Minor PUD (Planned Unit Development) with the base zoning district of LC-2-A (Local Commercial) on three (3) parcels of land approximately 22.409 acres ± in size, more particularly described by Williamson Central Appraisal District Parcels R031314, R375914, and R433127; and more commonly known as 8760 RR 2243, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0159 as described above.

Public Hearing opened at 6:16 pm; Public Hearing closed at 6:17 pm; following discussion.

Anita Chumnanvech, 708 Palamos Drive, Leander, TX 78641, spoke in favor of request.

Motion to approve Zoning case Z-25-0159.

By: Board Member Lantrip

Seconded: Board Member Morales

Vote: 6 - 0

REGULAR AGENDA

11. Discuss and consider action on Tree Removal Case TRP-24-0026 regarding the removal of multiple Significant and Heritage Trees associated with the Leander Tech Park Public Improvements (PICP-24-0133) and Site Development Projects (SD-24-0086) located approximately 500 feet southwest of the intersection of State Highway 29 and Ronald W. Reagan Boulevard, Leander, Williamson County, Texas.

Motion to approve Tree Removal permit TRP-24-0026; following discussion.

By: Board Member Calame

Seconded: Board Member LeDay

Vote: 4 - 2 Board Member Lantrip, Board Member Morales

12. Adjournment
Meeting adjourned at 6:42 pm.

APPROVED

CHAIR

ATTEST:

STAFF LIAISON



EXECUTIVE SUMMARY

6/17/2025

AGENDA SUBJECT:

Approval of Resolution committing to a goal of zero roadway fatalities and authorizing the submittal of an application for the Safe Streets and Roads for All (SS4A) Grant; and authorize the City Manager to execute any and all necessary documents.

BACKGROUND:

Williamson County completed a Safety Action Plan with the help of the Capital Area Metropolitan Planning Organization (CAMPO) through assistance from the Safe Streets and Roads for All (SS4A) grant by the U.S. Department of Transportation. The City of Leander was an active participant in the Safety Action Plan which identifies opportunities to improve safety on City of Leander roadways. With inclusion in the Williamson County Safety Action Plan and adoption of the Plan by the Leander City Council, the City of Leander is eligible to compete for future grant funding in the SS4A Program.

Williamson County will be submitting a grant application to the U.S. Department of Transportation's Safe Streets and Roads for All (SS4A) grant program. Williamson County has asked partnering agencies if there is any project or strategy to be included in a joint application. In doing so, it is recommended that agencies adopt the Williamson County Safety Action Plan to be considered competitive in the grant process and be eligible for other grant opportunities. The City of Leander has expressed an interest to be included in the joint application with the William County Sheriff's Office and City of Georgetown to pursue funding for emergency vehicle preemption under the supplemental planning and demonstration grant category. The grant requires a 20% local match if funding was awarded. The grant application deadline is June 26, 2025.

Emergency Vehicle Preemption (EVP) is a system that temporarily prioritizes emergency vehicles like ambulances and fire trucks at traffic signals, ensuring a clear path and reducing response times. By communicating with the traffic control system, EVP can modify signal timings, giving emergency vehicles the green light and holding cross-traffic at the red light.

EVPs operate by the following:

- **Signal Activation:** Emergency vehicles equipped with emitters (infrared or GPS-based) send a signal to the traffic control system as they approach an intersection.
- **Signal Modification:** The traffic signal receives this signal and attempts to change the signal timing to provide a green light for the emergency vehicle as quickly as possible, while holding cross-traffic at red.
- **Clear Path:** This ensures a clear path for the emergency vehicle to proceed through the intersection, minimizing delays and improving response times.

Benefits of EVPs include:

- **Reduced response times:** EVP can significantly reduce the time it takes for emergency vehicles to reach the scene of an emergency.

- **Improved safety:** By providing a clear path, EVP can help reduce the risk of collisions involving emergency vehicles.
- **Enhanced public safety:** Faster response times and reduced collisions contribute to improved public safety and well-being.
- **Improved efficiency:** EVP can also help to streamline traffic flow and improve overall traffic efficiency.

Staff have identified the US 183 corridor extending from the intersection of US 183/183A at the Bryson Ridge Trail intersection to US 183/County Glen Road, encompassing a total of eight intersections, as the proposed location to establish an EVP system. Staff identified 47,000 to 50,000 vehicles at these various intersections along Highway 183, which is the most traveled corridor in Leander.

Williamson County is working on estimates to identify the 20% local matches from the cities of Leander and Georgetown for the joint grant application. In preparing estimates, the City of Georgetown listed a cost of \$160,200 for their material costs with a 20% match of \$32,040. Staff estimates that the City of Leander's upfront cost would be around \$89,249 with a 20% match with a value of \$17,850. Said match can be provided via cash or in-kind contributions.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approving the Resolution committing to zero roadway fatalities and authorizing application for the Safe Streets and Roads for All (SS4A) Grant.

PRESENTER:

Fiscal Impact

Amount requested:

Approved in current budget (Yes / No):

Expenditure (New / Amended):

Recurring or one-time:

Fund source (Operating / Utility / etc.):

Attachments:

1. Resolution Authorizing Application for Safe Streets and Roads for All (SS4A) Grant

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, COMMITTING TO A GOAL OF ZERO ROADWAY FATALITIES AND AUTHORIZING APPLICATION FOR THE SAFE STREETS AND ROADS FOR ALL (SS4A) GRANT; REPEALING CONFLICTING RESOLUTIONS; INCLUDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Leander recognizes that traffic fatalities and serious injuries are preventable, and that loss of life is unacceptable on our roadways; and

WHEREAS, the U.S. Department of Transportation “Safe Streets and Roads for All (SS4A) Program” supports implementation of local initiatives aimed at reducing and eliminating roadway fatalities and serious injuries for all roadway users through strategies identified in a comprehensive action plan using National Roadway Safety Strategy; and

WHEREAS, Williamson County, Texas and regional partners including the City of Leander participated in safety planning activities to develop the “Williamson County Safety Action Plan” by identifying high-risk areas, analyzing crash data, engaging stakeholders, and outlining strategies to enhance transportation safety through the Safe System Approach; and

WHEREAS, Williamson County and the Capital Area Metropolitan Planning Organization (CAMPO) have a complex transportation system and traffic crashes remain a primary public safety issue in Williamson County with the Texas Department of Transportation reporting 9,795 vehicle crashes in the county, resulting in 22 fatalities in 2024;

WHEREAS, the SS4A Implementation Grant provides an opportunity to obtain federal funding to support the design and construction of transportation safety projects to prevent crashes and minimize the harm caused to those involved; and

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS:

Section 1. The meeting at which this resolution was approved was conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 2. The facts and recitations contained in the preamble of this resolution are hereby found and declared to be true and correct and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim.

Section 3. The City Council of the City of Leander commits to the vision of zero roadway fatalities and serious injuries by the year 2050, aligning with the objectives of the SS4A program and Texas Road to Zero.

Section 4. The City Manager or designee is hereby authorized to prepare and submit applications to the U.S. Department of Transportation to receive funding from the SS4A Program for Projects on behalf of the City and the Mayor is authorized to provide a letter of support.

Section 5. If any provision of this resolution, or application thereof, to any person or circumstance, shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this resolution, which can be given effect without the invalid provision or application, and to this end the provisions of this resolution are hereby declared to be severable.

Section 6. The Mayor is hereby authorized to sign this resolution and the City Secretary to attest. This resolution shall become effective and be in full force and effect immediately in accordance with the provisions of the City Charter of the City of Leander.

PASSED AND APPROVED on the _____ of _____, 2025.

ATTEST:

THE CITY OF LEANDER:

Dara Crabtree, City Secretary

Christine DeLisle, Mayor

APPROVED AS TO FORM:

Paige Saenz, City Attorney



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Approval of Resolution adopting the Williamson County Safety Action Plan; and authorize the City Manager to execute any and all necessary documents.

BACKGROUND:

Williamson County and its member jurisdictions have joined forces with regional and federal partners to tackle traffic safety issues at a local level. The Williamson County Safety Action Plan (SAP) is a strategic initiative to establish a safer transportation system. Each county within the Capital Area Metropolitan Planning Organization (CAMPO) region will create its own safety action plan, which will be included as a chapter in the CAMPO Regional Safety Action Plan (RSAP). The Williamson County SAP is included in the larger CAMPO RSAP, which aims to enhance traffic safety across the region by addressing systemic safety needs and facilitating access to funding. Each member agency, including Williamson County and its cities, contributes a county-level plan that aligns with the overarching goals of CAMPO and the statewide Road to Zero initiative. In May 2019, the Texas Transportation Commission (TTC) set the Road to Zero Goal which is the first statewide, official roadway safety goal in Texas to reduce and eventually eliminate transportation-related deaths. The Road to Zero Goal has guided TxDOT to work toward the goal of reducing the number of deaths on Texas streets and roads by half by the year 2035 and to zero by the year 2050.

Williamson County formed a Safety Action Plan Task Force consisting of agencies including Williamson County, TxDOT Austin District, Capital Area Rural Transportation System (CARTS), CapMetro, Central Texas Regional Mobility Authority (CTRMA), CAMPO, along with the cities of Cedar Park, Georgetown, Hutto, Jarrell, Leander, Liberty Hill, Round Rock, and Taylor. The Task Force was engaged at key project milestones, provided input on all components of the SAP, and helped the project team coordinate engagement efforts in their respective jurisdictions. The Task Force also serves as a body for monitoring the progress on implementing the recommended improvements.

Williamson County will be submitting a grant application to the U.S. Department of Transportation's Safe Streets and Roads for All (SS4A) grant program. Williamson County has asked agencies in the Safety Action Plan Task Force if there is any project or strategy to be included in a joint application. In doing so, it is recommended that agencies adopt the Williamson County Safety Action Plan to be considered competitive in the grant process and ensure edibility for additional grant opportunities. The City of Leander has expressed an interest in inclusion in the joint application with the William County Sheriff's Office and the City of Georgetown to pursue funding for emergency vehicle preemption (EVP) under the supplemental planning and demonstration grant category.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval of the resolution adopting the Williamson County Safety Action Plan.

PRESENTER:

Fiscal Impact

Amount requested:

Approved in current budget (Yes / No):

Expenditure (New / Amended):

Recurring or one-time:

Fund source (Operating / Utility / etc.):

Attachments:

1. Resolution Adopting Williamson County Safety Action Plan
2. Williamson County Safety Action Plan

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LEANDER, TEXAS, ADOPTING THE WILLIAMSON COUNTY
SAFETY ACTION PLAN; REPEALING CONFLICTING
RESOLUTIONS; INCLUDING A SEVERABILITY CLAUSE; AND
ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City Council has determined that a goal to reduce traffic crashes is necessary to promote the safety, health and nobility of the Leander community; and

WHEREAS, through the Safe Streets and Roads for All (SS4A) grant program from the United States Department of Transportation, and with the help of the Capital Area Metropolitan Planning Organization, Williamson County completed a roadway safety plan and Williamson County adopted the Williamson County Safety Action Plan on June 3, 2025; and

WHEREAS, the City of Leander was an active participant in the safety plan and the resulting plan identifies opportunities to improve safety on City of Leander roadways; and

WHEREAS, with the inclusion of those safety improvements within the plan, and the acceptance of the Plan by the City Council, the City of Leander is now eligible to compete for future grant funding in the Safe Streets and Roads for All (SS4A) grant program; and

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF LEANDER, TEXAS:**

Section 1. The meeting at which this resolution was approved was conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 2. The facts and recitations contained in the preamble of this resolution are hereby found and declared to be true and correct and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim.

Section 3. The City Council of the City of Leander hereby accepts and adopts the Williamson County Safety Action Plan and directs City staff to seek future grants as funding becomes available.

Section 4. All resolutions that conflict with the provisions of this resolution are hereby repealed, and all other resolutions of the City not in conflict with the provisions of this resolution shall remain in full force and effect.

Section 5. If any provision of this resolution, or application thereof, to any person or circumstance, shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this resolution, which can be given effect without the invalid provision or application, and to this end the provisions of this resolution are hereby declared to be severable.

Section 6. The Mayor is hereby authorized to sign this resolution and the City Secretary to attest. This resolution shall become effective and be in full force and effect immediately in accordance with the provisions of the City Charter of the City of Leander.

PASSED AND APPROVED on the _____ of _____, 2025.

ATTEST:

THE CITY OF LEANDER:

Dara Crabtree, City Secretary

Christine DeLisle, Mayor

APPROVED AS TO FORM:

Paige Saenz, City Attorney

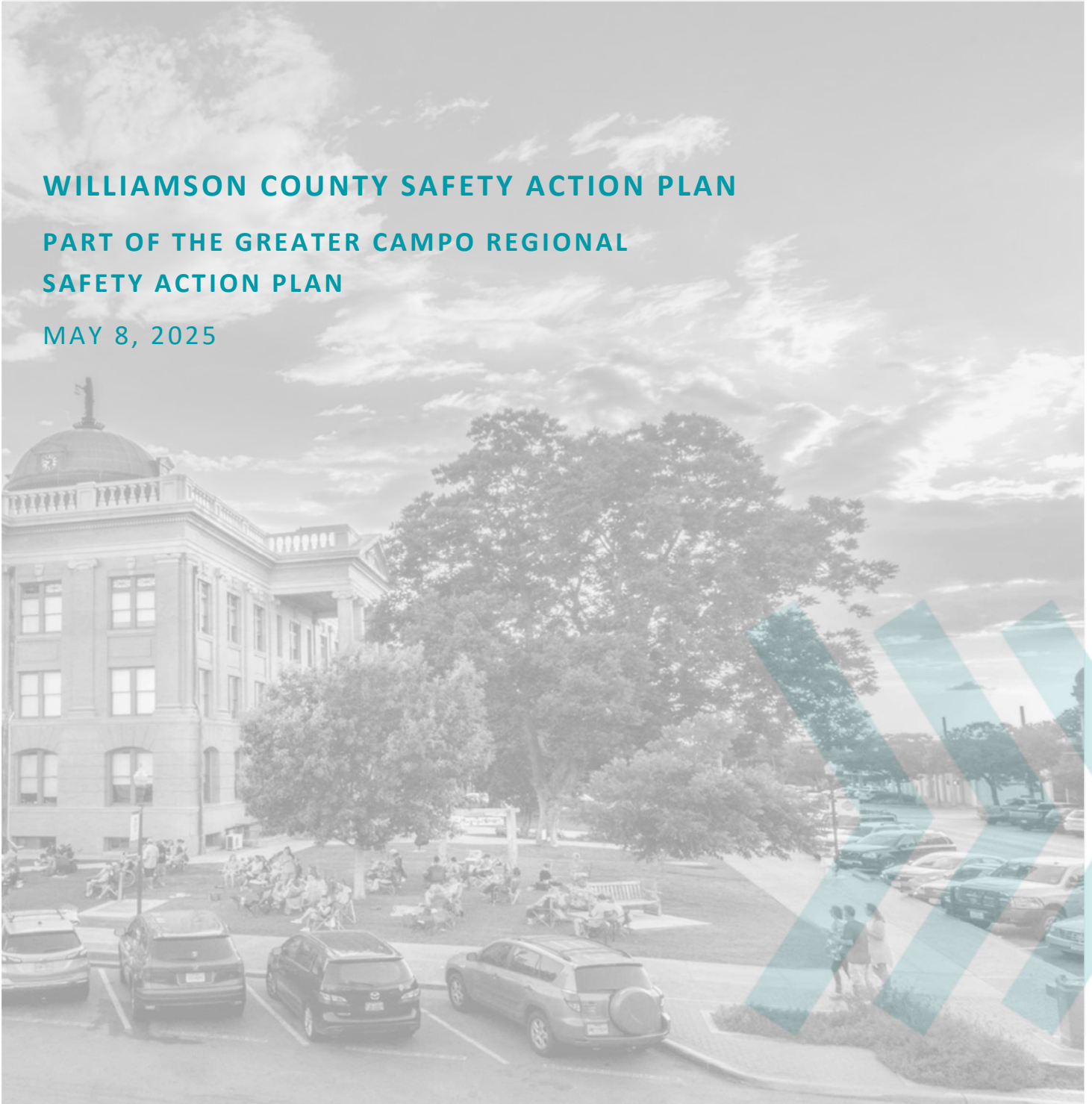


CAPITAL AREA METROPOLITAN
PLANNING ORGANIZATION

WILLIAMSON COUNTY SAFETY ACTION PLAN

**PART OF THE GREATER CAMPO REGIONAL
SAFETY ACTION PLAN**

MAY 8, 2025



ACKNOWLEDGMENTS

PLAN DEVELOPMENT TEAM

Capital Area Metropolitan Planning Organization (CAMPO) – Nicholas Samuel, William Lisska, Doise Miers

DKS Associates – Houssam Ghandour, Renee Hurtado, Brian Chandler, Ben Wallach, Sheida Carugati, Harshala Sardar, Daniel Tran, James Schwerdtfeger, Vanessa Choi-Clark, Nikki Davis

WILLIAMSON COUNTY SAFETY TASK FORCE

Williamson County – Bob Daigh, Kelly Murphy

City of Cedar Park – Randall Skinner

City of Georgetown – Lua Saluone, Dafne Valle Javier, Nathaniel Waggoner

City of Hutto – Matthew Rector

City of Jarrell – Jorge Hernandez

City of Leander – Ann Weis

City of Liberty Hill – McKenzi Hicks

City of Round Rock – Brian Kuhn

City of Taylor – Scott Dunlop, Tom Yantis

Capital Area Rural Transportation System (CARTS) – Ed Collins, David Marsh

Capital Area Metropolitan Transportation Authority (CapMetro) – Christopher Metzbower, Sean Cagan

Central Texas Regional Mobility Authority (CTRMA) – Oscar Solis

Texas Department of Transportation (TxDOT) Austin District – Brenda Guerra, Masoud Moradian, Kyle Russell, Amanda Martinez, Raju Thapa

DISCLAIMER

Under 23 U.S. Code § 148 and 23 U.S. Code § 407, safety data, reports, surveys, schedules, lists, compiled or collected for the purpose of identifying, evaluating, or planning the safety enhancement of potential crash sites, hazardous roadway conditions, or railway-highway crossings are not subject to discovery or admitted into evidence in a Federal or State court proceeding or considered for other purposes in any action for damages arising from any occurrence at a location mentioned or addressed in such reports, surveys, schedules, lists, or data.

DEDICATION

THIS PLAN IS DEDICATED TO ALL THE LIVES LOST AND TO THOSE WHO HAVE BEEN FOREVER CHANGED BECAUSE OF A TRAFFIC CRASH IN WILLIAMSON COUNTY. A SINGLE DEATH OR SERIOUS INJURY ON OUR ROADWAYS IS ONE TOO MANY.

LET US ACHIEVE THE ROAD TO ZERO **TOGETHER.**

ACRONYMS

CAMPO – Capital Area Metropolitan Planning Organization

CARTS – Capital Area Rural Transportation System

CRIS – Crash Records Information System

FHWA – Federal Highway Administration

HIN – High Injury Network

HSIP – Highway Safety Improvement Program

KABCO – Crash Severity Scale

K – Fatal Injury

A – Suspected Serious Injury

B – Suspected Minor Injury

C – Possible Injury

O – Non-injury

KA – Combined Fatal and Serious Injury

RSAP – Regional Safety Action Plan

SHSP – Strategic Highway Safety Plan

SAP – Safety Action Plan

SS4A – Safe Streets and Roads for All

TxDOT – Texas Department of Transportation

TxHSO – Texas Highway Safety Office

TABLE OF CONTENTS

EXECUTIVE SUMMARY	1
THE ROAD SAFETY CHALLENGE IN WILLIAMSON COUNTY	1
THE SAFETY ACTION PLAN	2
A SAFER FUTURE AHEAD	4
HOW DID WE GET HERE?	5
SETTING THE STAGE FOR SAFETY	5
CAMPO REGIONAL SAFETY ACTION PLAN	5
VISION, GOALS, AND OBJECTIVES TO ACHIEVE A SAFER WILLIAMSON COUNTY	6
A VISION FOR THE COUNTY	6
WILLIAMSON COUNTY’S ROAD TO ZERO GOALS.....	7
ROAD TO ZERO SAFETY OBJECTIVES	7
PERFORMANCE MEASURES AND EVALUATION	9
SAFETY ANALYSIS	11
WHY DOES THE COUNTY NEED TO IMPROVE ROADWAY SAFETY?.....	11
DATA ANALYSIS METHODOLOGY	11
SAFETY ANALYSIS RESULTS	15
UNDERSERVED COMMUNITIES ANALYSIS	27
WHO IS MOST AFFECTED BY SAFETY IN THE COUNTY?.....	27
SUMMARY OF TRANSPORTATION SAFETY IN UNDERSERVED NEED AREAS OF WILLIAMSON COUNTY	31
ENGAGING THE COMMUNITY	32
ROUND 1 ENGAGEMENT	32
ROUND 2 ENGAGEMENT	35
WILLIAMSON COUNTY TASK FORCE	39
POLICY RECOMMENDATIONS	41
POLICY REVIEW	41
POLICY AND PROGRAM RECOMMENDATIONS FOR WILLIAMSON COUNTY	41
SAFETY COUNTERMEASURES	42
SEGMENT-RELATED SAFETY COUNTERMEASURES.....	42
INTERSECTION-RELATED SAFETY COUNTERMEASURES	45
VULNERABLE ROAD USER SAFETY COUNTERMEASURES.....	48
SYSTEMIC SAFETY COUNTERMEASURE PACKAGES	53
TARGETED IMPROVEMENT DEVELOPMENT AND PRIORITIZATION	54
TARGETED IMPROVEMENT DEVELOPMENT	54
PRIORITIZATION	54

IMPLEMENTATION PLAN	63
FUNDING SAFETY IMPROVEMENTS	63
CHAMPIONING POLICY CHANGES	63
MEASURING & MONITORING PROGRESS	63

LIST OF FIGURES

FIGURE 1: CRASHES (2019-2023) BY YEAR AND BY SEVERITY 16

FIGURE 2: FATAL (K) AND SUSPECTED SERIOUS INJURY (A) CRASHES (2019-2023) BY YEAR 17

FIGURE 3: FATAL AND SERIOUS INJURY CRASHES BY TYPE (2019-2023)..... 17

FIGURE 4: HEAT MAP OF INTERSECTION CRASH DENSITY (2019-2023) 19

FIGURE 5: HEAT MAP OF NON-INTERSECTION CRASH DENSITY (2019-2023) 20

FIGURE 6: EMPHASIS AREAS WITH THE MOST FATAL AND SERIOUS INJURY CRASHES (2019-2023) 21

FIGURE 7: HIGH INJURY NETWORK (INTERSECTIONS) (2019-2023) 25

FIGURE 8: HIGH INJURY NETWORK (SEGMENTS) (2019-2023) 26

FIGURE 9: UNDERSERVED NEED AREAS IDENTIFIED IN WILLIAMSON COUNTY 28

FIGURE 10: FATAL AND SERIOUS INJURY CRASH RATE BY AREA, POPULATION, AND LANE MILES 29

FIGURE 11: WILLIAMSON COUNTY SAFETY ACTION PLAN TASK FORCE MEETINGS SUMMARY 40

FIGURE 12: TARGETED IMPROVEMENT LOCATIONS - CORRIDORS 55

FIGURE 13: TARGETED IMPROVEMENT LOCATIONS - INTERSECTIONS/SPOT LOCATIONS 56

LIST OF TABLES

TABLE 1: FATAL AND SERIOUS INJURY (KA) CRASHES (2019-2023) BY EMPHASIS AREAS IN THE UNDERSERVED NEED AREAS..... 30

TABLE 2: RECOMMENDED SEGMENT-RELATED SAFETY COUNTERMEASURES..... 43

TABLE 3: RECOMMENDED INTERSECTION-RELATED SAFETY COUNTERMEASURES..... 46

TABLE 4: RECOMMENDED VULNERABLE ROAD USER SAFETY COUNTERMEASURES..... 49

TABLE 5: LIST OF TARGETED CORRIDOR IMPROVEMENTS 57

TABLE 6: LIST OF TARGETED INTERSECTION/SPOT LOCATION IMPROVEMENTS 60

Executive Summary

This Executive Summary describes the road safety challenge in Williamson County, provides an overview of the core content in this Safety Action Plan, and describes why this will support a safer future.

The Road Safety Challenge in Williamson County

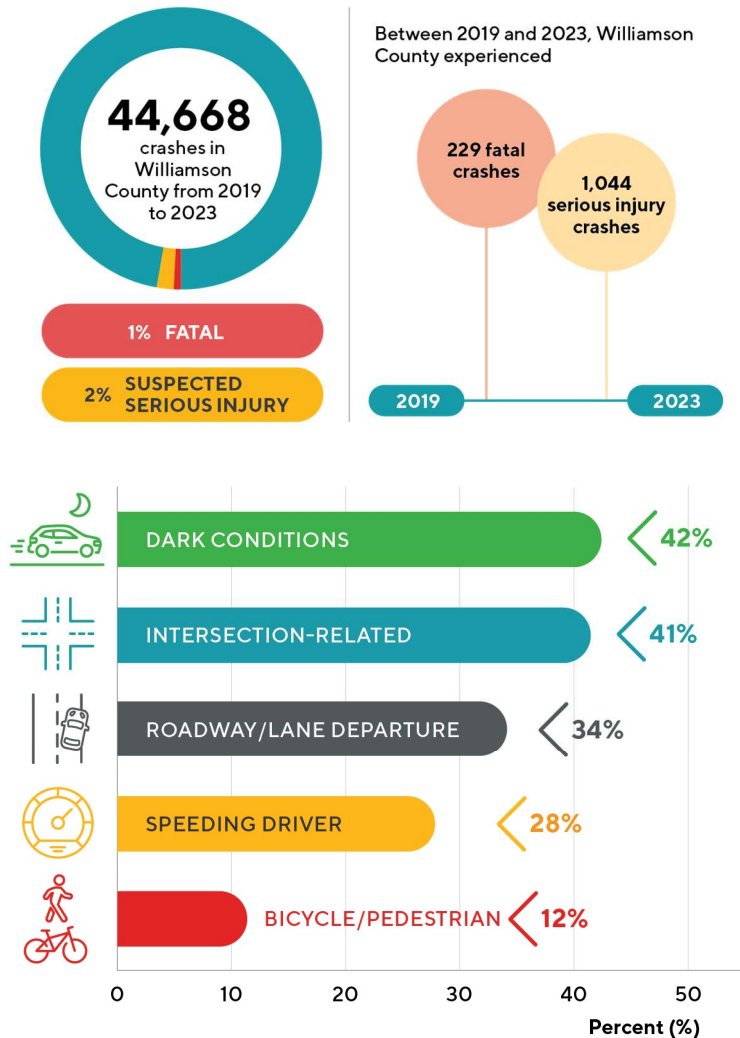
Every day, people travel on Williamson County roads expecting to arrive safely. Unfortunately, recent years have shown a troubling reality. Between 2019 and 2023, Williamson County experienced 229 fatal crashes and 1,044 serious injury crashes. The individuals in these crashes are our families, friends, and neighbors. The effects of these roadway tragedies affect all communities in Williamson County.

A detailed safety analysis identified the most common contributors to fatal and serious injury crashes, as illustrated in the graphic to the right.

The good news is that we know these tragedies are preventable, and we are committed to changing this story.

The project team carried out a series of analyses and key activities to inform the development of this Safety Action Plan. These activities included safety analysis, underserved communities analysis, community engagement efforts, and a policy review. Through these efforts and collaboration with stakeholders, a set of policy recommendations, infrastructure projects, and behavioral strategies were identified.

This plan includes 23 corridor enhancements and 37 intersection improvements. The goal for these recommendations is to enhance road safety, ensuring that all residents and visitors can work, live, and enjoy their activities in Williamson County.



Proposed Safety-Driven Infrastructure Improvements:

23
Corridor
Improvements



36
Intersection
Improvements

The Safety Action Plan

Williamson County and its member jurisdictions have joined forces with regional and federal partners to tackle the traffic safety issue directly. The Williamson County Safety Action Plan (SAP) is a strategic initiative to establish a safer transportation system. Embracing the vision that "All streets and roads in Williamson County are safe, accessible, and well-connected for all road users of all abilities—pedestrians, cyclists, transit users, and drivers," the SAP aspires to cut roadway fatalities and serious injuries in half by 2035 and eliminate them entirely by 2050. Simply put, everyone traveling in Williamson County should be able to reach their destination safely every time.



THE SAFETY ACTION PLAN
ASPIRES TO CUT
ROADWAY FATALITIES AND
SERIOUS INJURIES IN HALF
BY 2035 AND ELIMINATE
THEM ENTIRELY BY 2050

This plan is part of the broader CAMPO Regional Safety Action Plan (RSAP), which aims to enhance traffic safety across the region by addressing systemic safety needs and facilitating access to funding. Each member agency, including Williamson County and its cities, contributes a county-level plan that aligns with the overarching goals of CAMPO and the statewide Road to Zero initiative. This means our communities are not working alone – we are coordinating with neighboring counties and aligning with national best practices.

The following subsections describe the core outcomes of the SAP: key strategies, community actions, countermeasure identification and prioritization, and accountability and transparency.

KEY STRATEGIES

Achieving safer travel in Williamson County requires a comprehensive, multi-faceted approach. The SAP outlines a range of proven strategies that address roadway safety from different angles:



Safer Roads. Improving the design and operation of our roadways involves engineering solutions like better signage, pavement markings, lighting, and intersection upgrades, as well as innovative designs such as roundabouts and safer crosswalks. Many of these measures are low-cost, high-impact changes that can dramatically reduce risk for all road users.



Safer Road Users. Fostering a culture of safety supports educational campaigns and law enforcement to encourage responsible driving behavior and protect vulnerable road users. This means expanding public outreach – from school programs for young drivers to awareness campaigns about distracted and impaired driving – so that everyone understands their role in keeping our roads safe.



Safer Alternatives. Providing and promoting safe options other than driving reduces exposure to high-speed traffic, which reduces the risk of fatal and serious injury. Treatments include expanding sidewalks, bike lanes, and trails; developing and expanding Safe Routes to School programs; and enhancing public transit services and facilities to make travel safer and more accessible for those who walk, bike, and roll.

COMMUNITY ACTIONS



Equally important, the Williamson County SAP is community-focused. It was shaped by local input and calls for ongoing collaboration with cities, law enforcement, schools, businesses, and residents to ensure the solutions make sense for our community. Community engagement and underserved community considerations are foundational to the SAP. Public outreach was conducted to gather input on safety priorities, revealing concerns about aggressive and distracted driving, speeding, and insufficient infrastructure for pedestrians and cyclists. The underserved communities analysis ensures that safety improvements are prioritized in high-risk areas disproportionately affecting underserved populations.

Crucially, the plan brings everyone to the table. Engineers, law enforcement, health professionals, educators, local officials, and residents are all partners in this effort. This collaboration combines local knowledge with broad buy-in, making safety initiatives more effective and reflective of community needs.

COUNTERMEASURE IDENTIFICATION AND PRIORITIZATION



By understanding where and why crashes happen, we can take targeted action before the next tragedy occurs, rather than simply reacting afterward. The SAP employs a data-driven, systemic safety approach, recommending strategies aligned with the Texas Strategic Highway Safety Plan (SHSP) and the associated Road to Zero framework.

Proposed countermeasures include low-cost systemic safety treatments such as signing and pavement markings; behavior-focused initiatives including public education, enforcement programs, and community engagement; and policy and program recommendations like developing a Safe Routes to School program or a Complete Streets policy. These over-arching programs are supported with high-impact capital project recommendations at those intersections and roadway segments exhibiting the most severe crash history.

Implementing the SAP involves prioritizing projects based on factors such as potential for crash reduction, cost-effectiveness, benefits to vulnerable road users (e.g., bicyclists and pedestrians), and readiness for implementation. Funding strategies encompass federal grants like the Safe Streets and Roads for All (SS4A) program, TxDOT-administered funds from the Highway Safety Improvement Program (HSIP), and other state, regional, and local sources. Collaborative efforts with entities such as TxDOT, CAMPO, local jurisdictions, transit agencies, law enforcement, and community organizations are essential to the plan's success.

ACCOUNTABILITY AND TRANSPARENCY



To ensure accountability, the SAP includes a performance measurement and evaluation framework that tracks the funding, design, and construction of safety strategies over time, policy revisions implemented, and the resulting changes in the number and severity of crashes on city, county, and state roads.

A Safer Future Ahead

The Williamson County SAP is a commitment to action and a roadmap to a safer future. By fully understanding our safety challenges and working together on proven countermeasures, we are improving communities, so no family fears a preventable, life-altering crash. We acknowledge that the challenge is serious, but we approach it with hope and determination, knowing that even one death on our roads is one too many.

THE JOURNEY TOWARD ZERO
FATALITIES AND SERIOUS INJURIES
WILL NOT BE EASY OR IMMEDIATE,
BUT IT IS ACHIEVABLE.

With strong leadership, engaged community partners, and a focus on saving lives, Williamson County, its cities, and all safety stakeholders are on a clear path toward safer roads for all residents and visitors. Each step we take—every intersection improved, every safety campaign launched, every risky behavior changed—makes Williamson County a safer place for *all*.

How Did We Get Here?

This section describes the need for safety planning and how it fits into a regional safety action plan.

Setting the Stage for Safety

Texas roads have seen at least one traffic fatality every day since November 7, 2000 — a tragic streak that continues through today, May 8, 2025. With focused efforts and a shared commitment to safety, Texas can one day mark another death-free day on its roads. Right here in Williamson County, there were 248 fatalities from 2019 to 2023. These were not just numbers; they were our friends, our family, our neighbors. Every loss is a tragedy, and as a community, we must refuse to accept this as the norm.

Williamson County and CAMPO recognize the level of tragedy and depth of this problem and are dedicated to keeping our community and region safe. In 2022, the U.S. Department of Transportation granted CAMPO funding from the Safe Streets for All Grant Program to develop a Regional Safety Action Plan to improve roadway safety for all users. The plan specifically aims to decrease fatal and serious injury crashes in the region through a data-driven, comprehensive plan of action.

CAMPO Regional Safety Action Plan

CAMPO is developing a regional safety action plan from the bottom up, starting with county-level safety planning. Each county within the CAMPO region will create its own safety action plan, which will be included as a chapter in the CAMPO RSAP. The Williamson County Safety Action Plan is included in the larger CAMPO Regional Safety Action Plan.

Vision, Goals, and Objectives to Achieve a Safer Williamson County

This section provides the county's transportation safety vision, supporting goals, and objectives. The objectives are organized around safer traffic, fostering a culture of safety, and reducing risk exposure through active transportation and transit. This section also includes a discussion on measuring and evaluating the performance of the goals and objectives.

A Vision for the County

Everyone traveling on streets and roads in Williamson County should be able to reach their destination safely every time. This inspired the vision statement for the Williamson County Safety Action Plan:

ALL STREETS AND ROADS IN WILLIAMSON COUNTY ARE SAFE, ACCESSIBLE, AND WELL-CONNECTED FOR ALL ROAD USERS OF ALL ABILITIES – PEDESTRIANS, CYCLISTS, TRANSIT USERS, AND DRIVERS.



Williamson County's transportation safety goals and objectives are based on research and analyses of the roadway safety goals, objectives, and strategies set by the federal government, TxDOT, and various municipalities, regional planning organizations, and agencies. The specific objectives differ from one department and agency to the next, but the goals they are attempting to achieve are consistent. Across the U.S., the State of Texas, and Williamson County, the reduction and elimination of fatalities and serious injury crashes on streets and roads is always identified as the top priority.

The objectives described herein are divided into separate categories (Traffic, Culture, Active Transportation Modes and Transit), but these categories are not stand-alone objectives. The objectives listed in each category are not exhaustive either, but they serve as a starting point. Individuals focused on each category must actively and continually work together to achieve Williamson County's goal of reducing and eliminating traffic-related deaths and serious injuries by creating a safer, more reliable, connected, and accessible environment for all transportation system users in Williamson County.

Williamson County's Road to Zero Goals

In May 2019, the Texas Transportation Commission (TTC) set the Road to Zero Goal—the first statewide, official roadway safety goal in Texas to reduce and eventually eliminate transportation-related deaths. Multiple regional, county, and local agencies in Texas have since adopted the same or similar goals to support the TTC's efforts. The Road to Zero Goal has guided TxDOT to work toward the goal of reducing the number of deaths on Texas streets and roads by half by the year 2035 and to zero by the year 2050.

Williamson County's Goals: Williamson County set their transportation safety goals consistent with the TTC's Road to Zero Goal:

- 1 REDUCE THE NUMBER OF FATAL AND SERIOUS INJURY CRASHES IN WILLIAMSON COUNTY BY HALF BY 2035.
- 2 ELIMINATE ALL FATAL AND SERIOUS INJURY CRASHES IN WILLIAMSON COUNTY BY 2050.

Road to Zero Safety Objectives

Williamson County recorded a consistent year-after-year rise in the total number of crashes from 2020 to 2023.

To achieve Williamson County's safety goals, regional leadership and member agencies must outline measurable objectives and a strategic plan of action.

These objectives are divided into three categories:





SAFER TRAFFIC FOR ALL

The objectives in the Traffic category aim to find specific ways to make street and road traffic (which includes pedestrians, cyclists, and transit users) safer in Williamson County communities.

Traffic Safety Objectives:

- 1 Reduce the number of fatal and serious injuries related to roadway and lane departure crashes and angle collisions.
- 2 Reduce the number and severity of crashes at intersections or related to intersections that result from disregarding traffic rules.
- 3 Reduce the number and severity of crashes in dark, unlighted conditions.
- 4 Reduce the number and severity of crashes linked to speeding, distracted driving, and impaired driving due to alcohol or drugs, particularly during late-night and early-morning hours.
- 5 Coordinate with TxDOT to reduce the number and severity of crashes on state-owned facilities, along major highways, and at intersections involving on-system roadways.
- 6 Reduce the number of fatal and serious injury crashes involving bicycles and pedestrians.
- 7 Reduce emergency and incident response time to crash events throughout the county.



FOSTERING A CULTURE OF SAFETY

The objectives laid out in the Culture category aim to shift the current roadway user and driver culture to one more focused on safety, particularly that of vulnerable road users.

Culture of Safety Objectives:

- 1 Introduce enforcement and educational campaigns to reduce the number of people who choose to drive under the influence of alcohol or other drugs.
- 2 Reduce distracted driving, driving under the influence of alcohol or other drugs, aggressive driving, and speeding in the CAMPO region.
- 3 Educate the public on their role in keeping their streets and roads safe to create a prosocial traffic safety culture.
- 4 Educate younger and older drivers on safe transportation practices.
- 5 Educate transportation professionals and key decision-makers on best practices related to traffic safety.



REDUCING RISK EXPOSURE THROUGH ACTIVE TRANSPORTATION AND TRANSIT

Mode shift from personal motor vehicle travel to active transportation and transit is key to improving transportation safety by reducing exposure to motor vehicle travel. First, reducing vehicle miles traveled reduces the potential for crashes to occur. Additionally, providing non-driving travel options can have an even greater benefit when statistically riskier driver types (based on crash history) choose these modes. Examples include young and novice drivers, aging drivers, impaired drivers, and drowsy drivers.

These objectives aim to improve transit and active modes of transportation, since shifting more trips to these modes will help reduce and eventually eliminate the number of fatal and serious injury crashes.

Active Transportation and Transit Safety Objectives:

- 1 Connect key corridors throughout the county so that pedestrians, cyclists, and transit users have safe access and connections to all parts of the region.
- 2 Provide and maintain a safe, efficient, reliable, and well-connected transit system throughout the county.
- 3 Provide safe and frequent roadway crossings for pedestrians and cyclists.

Performance Measures and Evaluation

It is important to ensure ongoing transparency with stakeholders and the public regarding the progress of projects and strategies in this plan and their effects. As part of an ongoing task within the CAMPO RSAP, a Program of Safety Planning framework and a toolkit for project tracking is being developed to measure progress over time during the implementation of this county SAP and future updates, looking at both outputs and outcomes. CAMPO is expected to maintain progress-tracking tools and rely on Williamson County and its member jurisdictions to routinely provide applicable data related to policies and projects.

PROJECT PROGRESS: OUTPUTS

The measured outputs are the direct projects and strategies implemented from this safety plan. Each is evidence that activities were performed toward the goal of reducing the number and severity of collisions in Williamson County. Examples can include progress toward completion of:

- Safety projects (infrastructure improvements such as new pedestrian crossing upgrades and installation of rumble strips)
 - Number of safety projects completed on the High Injury Network
 - Number of bicycle, pedestrian, and transit enhancement projects completed
- Policy revisions (such as speed limit setting and neighborhood traffic calming)

For projects, this progress includes securing federal, regional, state, or local funding; completion of plans, specifications, and estimates; and construction of the project on the street. For policy revisions or additions, steps include assessment and analysis of a current policy, draft and final versions of revisions submitted to local governing bodies, and implementation of the new policy that may lead to a safer roadway system.

PROJECT EFFECTIVENESS: OUTCOMES

Beyond tracking each action and activity, it is important to know how effective those projects, strategies, and policy changes are to the ultimate outcome - improving safety in Williamson County. The most common measures in traffic safety are the number, type, and severity of roadway collisions:

- Total number of fatal crashes and serious injury crashes
 - Separated by mode (motorists, pedestrians, and cyclists)
 - Number of fatal crashes and serious injury crashes that involve risky road user behaviors (e.g., speeding, driving impaired by substances)
- Rate of fatal crashes and serious injury crashes, often normalized by population or vehicle miles traveled

CAMPO will continue to maintain a publicly accessible [Crash Records Information System \(CRIS\) Dashboard](#) that displays available crash data, including, at a minimum, the number, type, and severity of crashes occurring for member counties, including Williamson. In addition, CAMPO will consider incorporating datasets gained through the RSAP into its existing dashboards. Williamson County and its member jurisdictions are encouraged to track the effectiveness of each project and strategy, using data available based on the type of implementation. For example, before-and-after crash data can be used to study the change in annual collisions at an intersection or along a corridor. For behavior-based strategies, studying the public's awareness of a campaign and their self-identified behavior in a survey are considered outcomes, as these metrics can indicate the benefits of outreach and engagement.

Safety Analysis

This section describes the need to improve roadway safety in Williamson County, the data analysis methodology, and the safety analysis results.

Why Does the County Need to Improve Roadway Safety?

Williamson County experienced 229 fatal crashes and 1,044 serious injury crashes from 2019 to 2023. These are our friends, our family, our neighbors – our Williamson County community – and these deaths and life-altering injuries are unacceptable. Many of these crashes were preventable, which is why Williamson County has committed to improving roadway safety.

The Williamson County SAP aims to reduce and eventually eliminate fatal and serious injury crashes by 2050. The recommended ways to achieve this goal are based on the results from the safety analysis conducted for the County.

Crash data from the most recent five years (2019 – 2023) was obtained for Williamson County, and crash patterns by many contributing factors (e.g., severity, lighting condition, weather condition, impaired driving involvement) were studied and presented in this Plan. Analyzing crash patterns by contributing factors helped identify focus areas with high potential safety risks in Williamson County.

These findings are presented in a systemic analysis that helps identify location characteristics more susceptible to fatal and serious injuries. Hotspot and high injury network (HIN) analyses enable us to specifically locate safety issues related to the high risk of fatal and serious injuries, traffic stress for active transportation, excessive speeding, and safe transit access.

The recommendations and countermeasures in this analysis aim to support local safety planning efforts to eliminate fatal and serious injury crashes and reduce crashes overall for all roadway users in the County.

See **Appendix A** for the detailed Williamson County Crash Safety Analysis, including the methodology and results.

Data Analysis Methodology

This section describes the core data analysis methodology: how crash data was gathered and used, how the county's crash history was evaluated, how commonalities and crash risks are evaluated, and how a high injury network was used in the analysis.

HOW WAS CRASH DATA GATHERED AND USED?

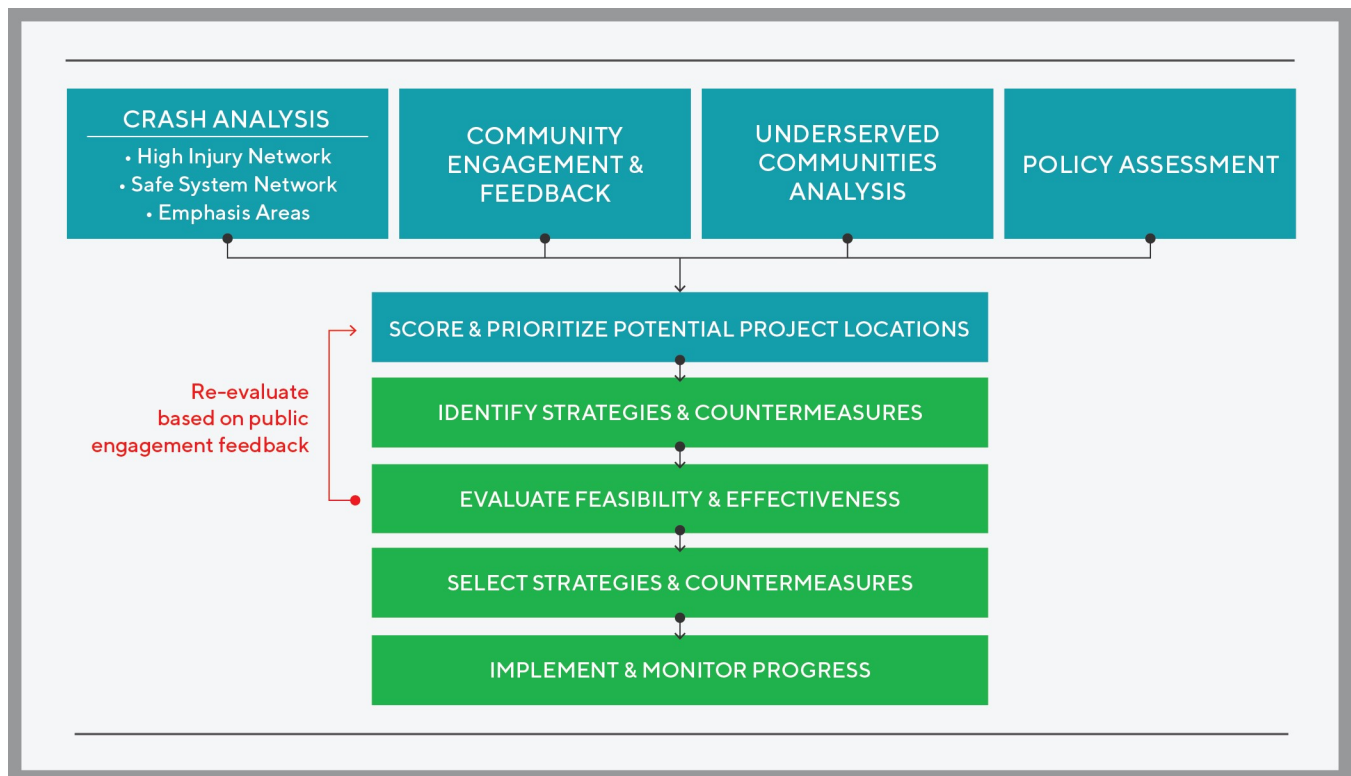
Crash data from 2019 to 2023 was collected from the Texas Crash Records Information System maintained by TxDOT. The crash data consists of crashes by severity using the KABCO scale¹: fatal injury (K), suspected serious injury (A), suspected minor injury (B), possible injury (C), non-injured (O), and unknown. This dataset also contains information such as different crash contributing factors, manner of collision, and date and time. This dataset relies on law enforcement reporting and may not have all the information for all the crashes. For example, hit and run crashes where the driver's injury is unknown fall under the “unknown” crash severity type.

¹ The KABCO scale, developed by the Federal Highway Administration (FHWA), is a standardized system used by law enforcement to classify traffic crash injuries, ranging from K (fatal injury), A (serious injury), B (minor injury), C (possible injury), to O (property damage only, no injury).

As part of the systemic and high injury network analysis, crash and roadway inventory datasets are used to conduct the analysis. The crashes are associated with the respective roadway corridors that provide an understanding of crash patterns by different roadway characteristics such as type of roadway it is, who owns and maintains it, and length of the corridor.

HOW DO WE EVALUATE WILLIAMSON COUNTY'S CRASH HISTORY?

A historical crash analysis was conducted for all of Williamson County and then broken down by state-owned roadways and locally owned roadways. The state-owned roadways are freeways, ramps, and highways. The locally owned roads are all other roadways, excluding the state-owned ones. Crash patterns by years, severity type, and combined fatal and suspected serious injury type are studied. The figure below shows how the various analyses support plan development. The following subsections describe statewide safety emphasis areas and county-specific emphasis areas.



Statewide Emphasis Areas

In a Strategic Highway Safety Plan context, "emphasis areas" refer to specific focus areas identified to address key safety issues on roadways. These areas are prioritized based on data analysis, crash trends, and overall safety goals. By concentrating resources and efforts on these emphasis areas, agencies aim to reduce fatalities and serious injuries more effectively.

The Texas SHSP recommends the following emphasis areas for reducing highway fatalities and serious injuries on all public roads of Texas.

EMPHASIS AREA	DESCRIPTION
 ROADWAY OR LANE DEPARTURES	Crashes where a vehicle departs from the traveled way by crossing an edge line, a centerline, or otherwise leaving the roadway
 OCCUPANT PROTECTION	Crashes involving improper or complete lack of vehicle occupant protection such as wearing a seatbelt or using a car seat for children
 OLDER DRIVERS	Crashes involving drivers 65 years old or older
 YOUNGER DRIVERS	Crashes involving drivers between the ages of 15 and 20
 SPEED RELATED	Crashes where speeding was a contributing factor
 IMPAIRED DRIVING	Crashes involving drug or alcohol impairment
 INTERSECTION RELATED	Crashes occurring at or near an intersection
 DISTRACTED DRIVING	Crashes involving inattention or distractions such as use of a cell phone

EMPHASIS AREA	DESCRIPTION
 PEDESTRIAN	Crashes involving pedestrians
 PEDALCYCLIST	Crashes involving cyclists
 POST CRASH CARE	Secondary, tertiary, etc. crashes occurring due to another primary crash

The Texas SHSP framework was used to identify crashes in the above-mentioned emphasis areas. Given that the crash database does not contain sufficient data on post-crash care, this emphasis area is not analyzed in this Plan.

County-specific Emphasis Areas

The countywide crash trends are analyzed to capture regional emphasis areas in addition to the statewide emphasis areas. The following additional emphasis areas are identified:

COUNTY-SPECIFIC EMPHASIS AREA	DESCRIPTION
 SCHOOL ZONES	Crashes occurring at or near schools
 DARK CONDITIONS	Crashes occurring at night or in areas with low to no lighting
 WORK ZONES	Crashes occurring within road construction or maintenance areas
 MOTORCYCLES	Crashes involving motorcyclists

HOW DO WE EVALUATE COMMONALITIES AND CRASH RISKS IN THE COUNTY?

The systemic safety approach used the same fatal and suspected serious injury (KA) crash dataset from the historical crash analysis, emphasizing areas associated with the highest crash proportions. This data-driven methodology aims to uncover patterns and commonalities across emphasis areas to identify the most critical crash types and their corresponding contributing factors. By analyzing these relationships, the study targeted systemic characteristics associated with high crash proportions rather than isolated hotspots, enabling a broader and more effective application of countermeasures. See **Appendix A** for the detailed Systemic Safety Analysis, including the methodology used to develop the analysis and the results.

HOW WAS A HIGH INJURY NETWORK USED IN THE ANALYSIS?

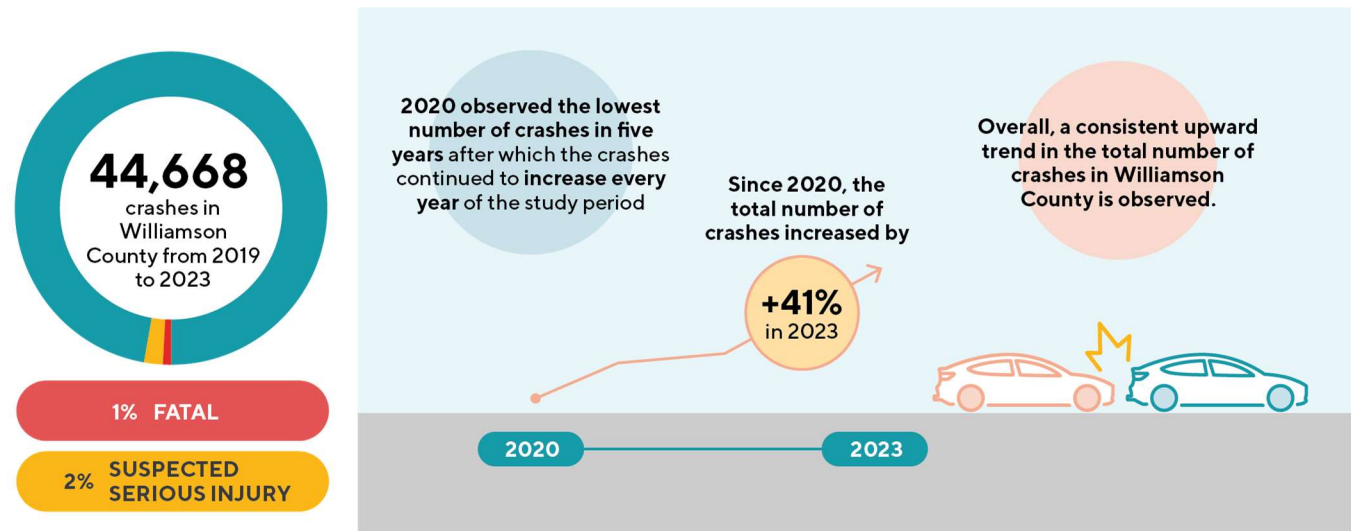
A vital component of regional safety analysis is the development of a high injury network that identifies areas with a high need for safety enhancements. To conduct a more localized and thorough evaluation of transportation safety issues in Williamson County, both an intersection HIN and a road segment HIN were developed. Establishing these two networks can identify high-priority intersections and segments of roadways that require improvements to reduce potential safety risks.

See **Appendix A** for the detailed High Injury Network analysis, including the methodology used to develop the analysis.

Safety Analysis Results

The following subsections provide safety analysis results, including historical crash trends, systemic safety findings, and the high injury network.

CRASH TRENDS IN WILLIAMSON COUNTY



Since 2020, the total number of crashes increased by 41% in 2023. Overall, **a consistent upward trend in the total number of crashes in Williamson County is observed.** While 2020 was an unusual year with lower traffic due to the pandemic, it is included to show the full trend, and we note that the number of crashes from that year were impacted by those conditions.

Figure 1 summarizes the crashes in Williamson County by year and severity for all roadway types. **Figure 1** does not include non-injury and unknown crashes.

See **Appendix A** for the detailed historical crash analysis results, including location details, temporal details, and details on other contributing factors for all crash types and severities.

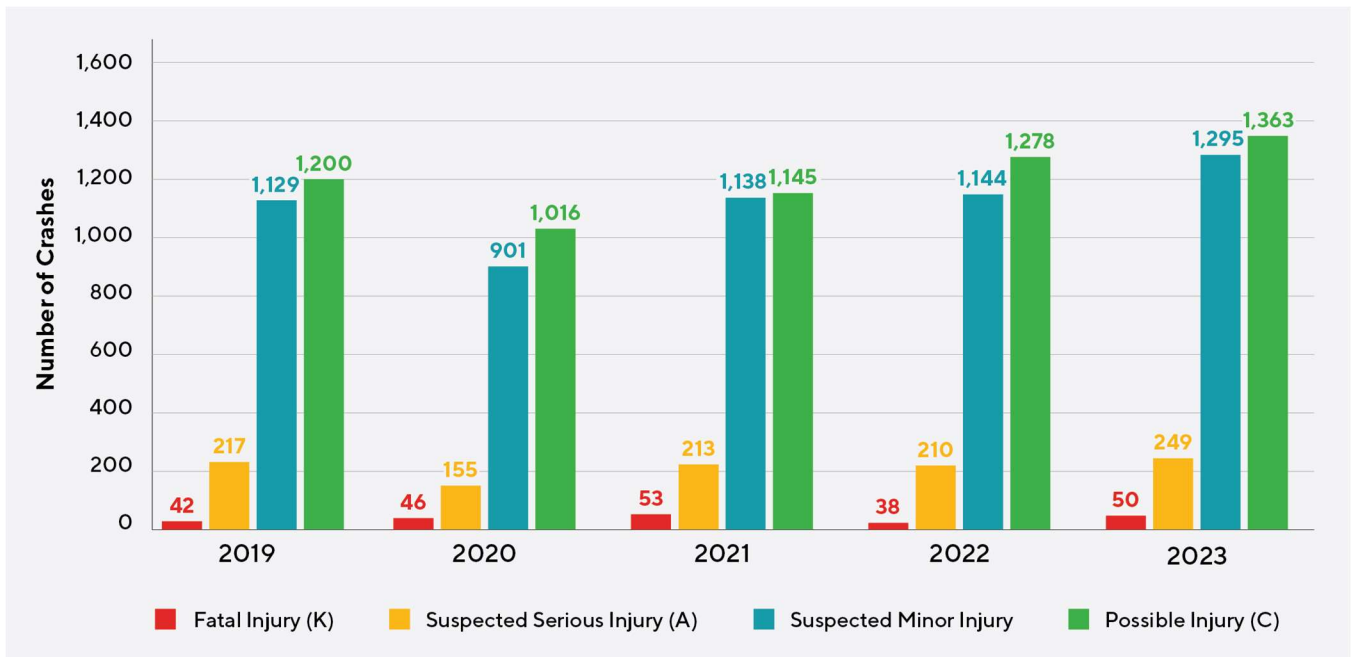
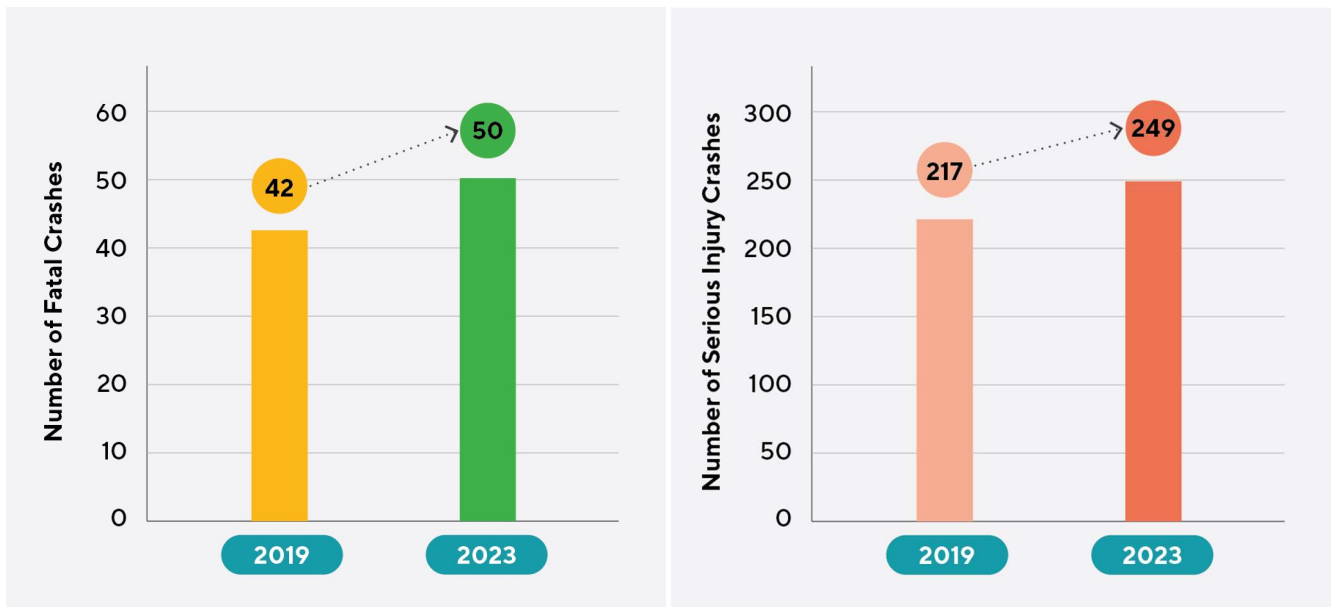


FIGURE 1: CRASHES (2019-2023) BY YEAR AND BY SEVERITY

The following subsections summarize crash trends for fatal and serious injury crashes, crash analysis by other factors, intersection and non-intersection crash density heat maps, and emphasis area analysis.

Fatal and Serious Injury Crashes in Williamson County



The highest number of fatal crashes, 53, was observed in 2021, and the lowest, 38, was observed in 2022. The serious injury crashes show a consistent upward trend, increasing from 217 in 2019 to 249 in 2023. **Figure 2** presents the crash trend of fatal and suspected serious injury crashes and **Figure 3** summarizes fatal and serious injury crashes by crash type in Williamson County from 2019 to 2023.



FIGURE 2: FATAL (K) AND SUSPECTED SERIOUS INJURY (A) CRASHES (2019-2023) BY YEAR

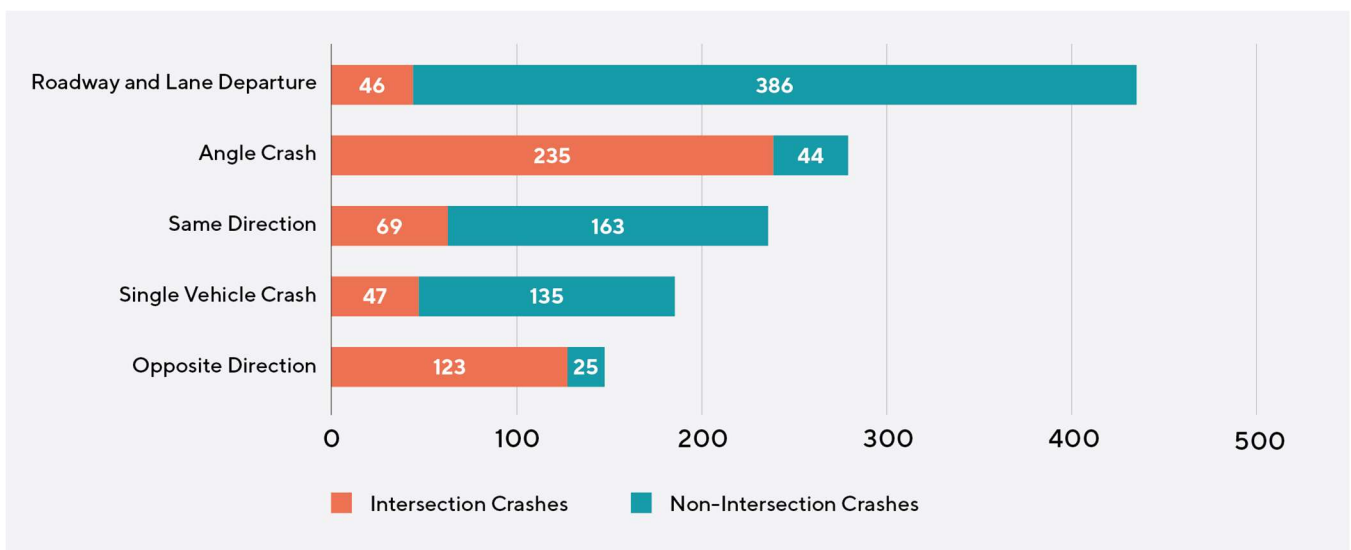
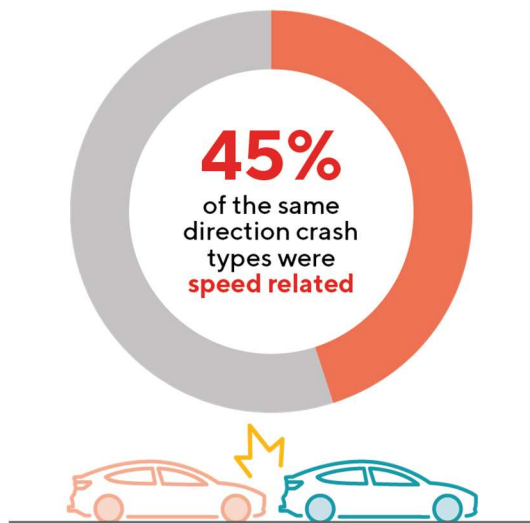


FIGURE 3: FATAL AND SERIOUS INJURY CRASHES BY TYPE (2019-2023)

Crash Analysis by Other Factors

The following summarizes key findings from the analysis of crash patterns in Williamson County based on contributing factors, crash types, time of day, and day of week:

- Overall, **speed-related, failure to yield right of way, aggressive driving, and distracted driving contribute to 80% of crashes in Williamson County.**
- Almost half of the same direction crash types were speed related.
- Over 90% of angle and opposite direction crashes took place at intersections, with failure to yield the right of way identified as the primary contributing factor for both crash types.
- Speed related and failed to yield right of way were highest contributing factors with more than 40% of all crashes.
- Aggressive and distracted driving are the third and fourth highest contributing factors; most of these are same direction crash types.
- The number of crashes during the weekdays peak during the AM and PM peak hours of traffic – 7 AM to 8 AM and 4 PM to 6 PM, respectively. During the weekend, the peak number of crashes occurs during weekend lunch hours, between 12 PM and 2 PM.
- Crashes are more frequent during the afternoon and evening rush hours, particularly on weekdays, and drop during early morning and late evening hours.
- During the week, Fridays experienced the highest number of crashes, and Sundays had the lowest. During the weekend, the peak number of crashes occurs during weekend lunch hours, between 12 PM and 2 PM.
- In a day, the highest number of crashes were observed between 3 and 6 p.m., which coincides with the evening rush hour traffic. The highest number of crashes overall occurred around 5 p.m., particularly on Fridays.



More than **90%** of the angle and opposite direction crash types occurred at intersections



Failure to **yield right of way** was the major contributing factor for angle and opposite direction crashes

Intersection and Non-Intersection Crash Density Heat Maps

Two heat maps were developed using the available Williamson County crash data for 2019 to 2023. The **Figure 4** heat map shows the crash density at intersections in the County, while the **Figure 5** heat map shows the crash density at non-intersections (segments).

Most of the intersection crash density occurred in urban areas where state-owned roads intersect with one another or a local road. Most of the non-intersection (segment) crash density also occurred in urban areas where state-owned roads intersect with one another or a local road.

See **Appendix A** for the detailed list of intersections and segments labeled “High” or “Very High” crash density.

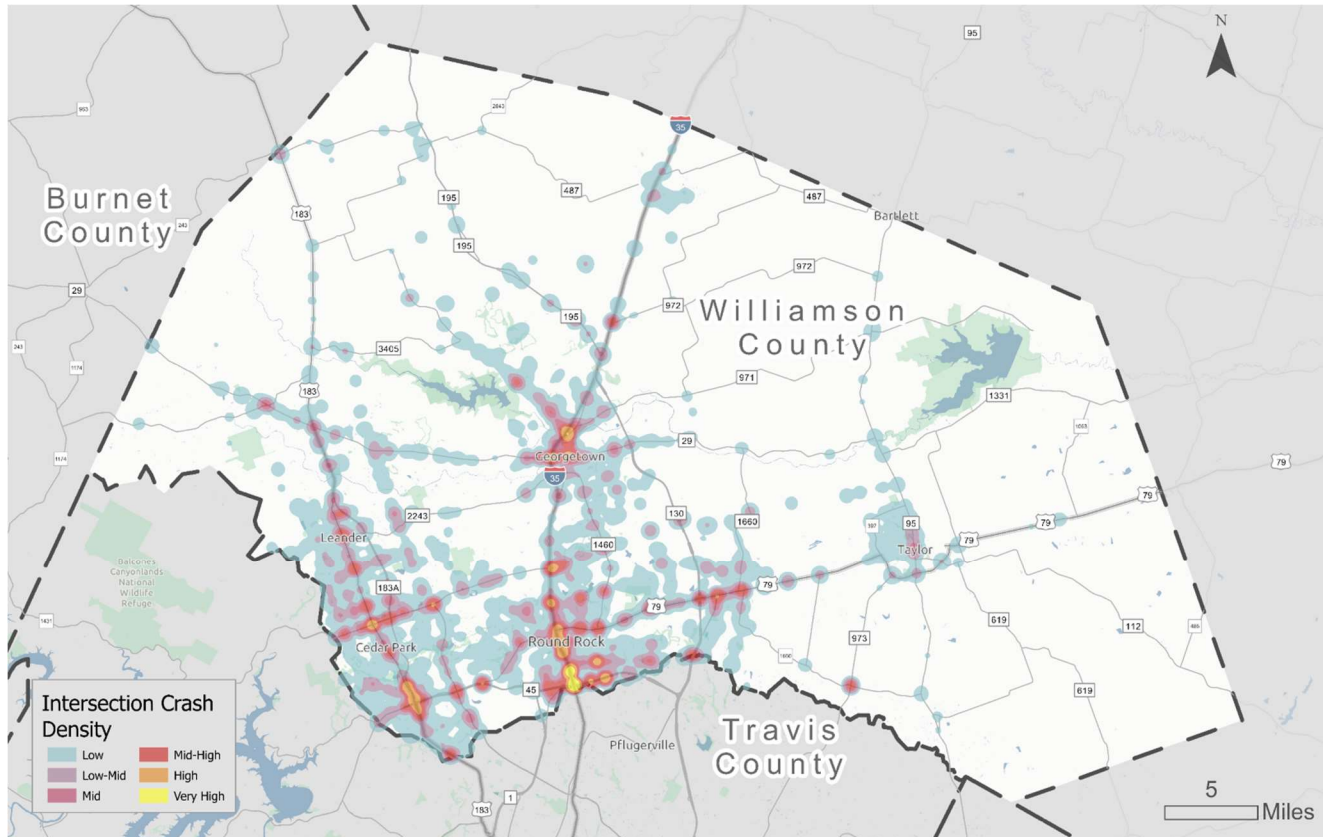


FIGURE 4: HEAT MAP OF INTERSECTION CRASH DENSITY (2019-2023)

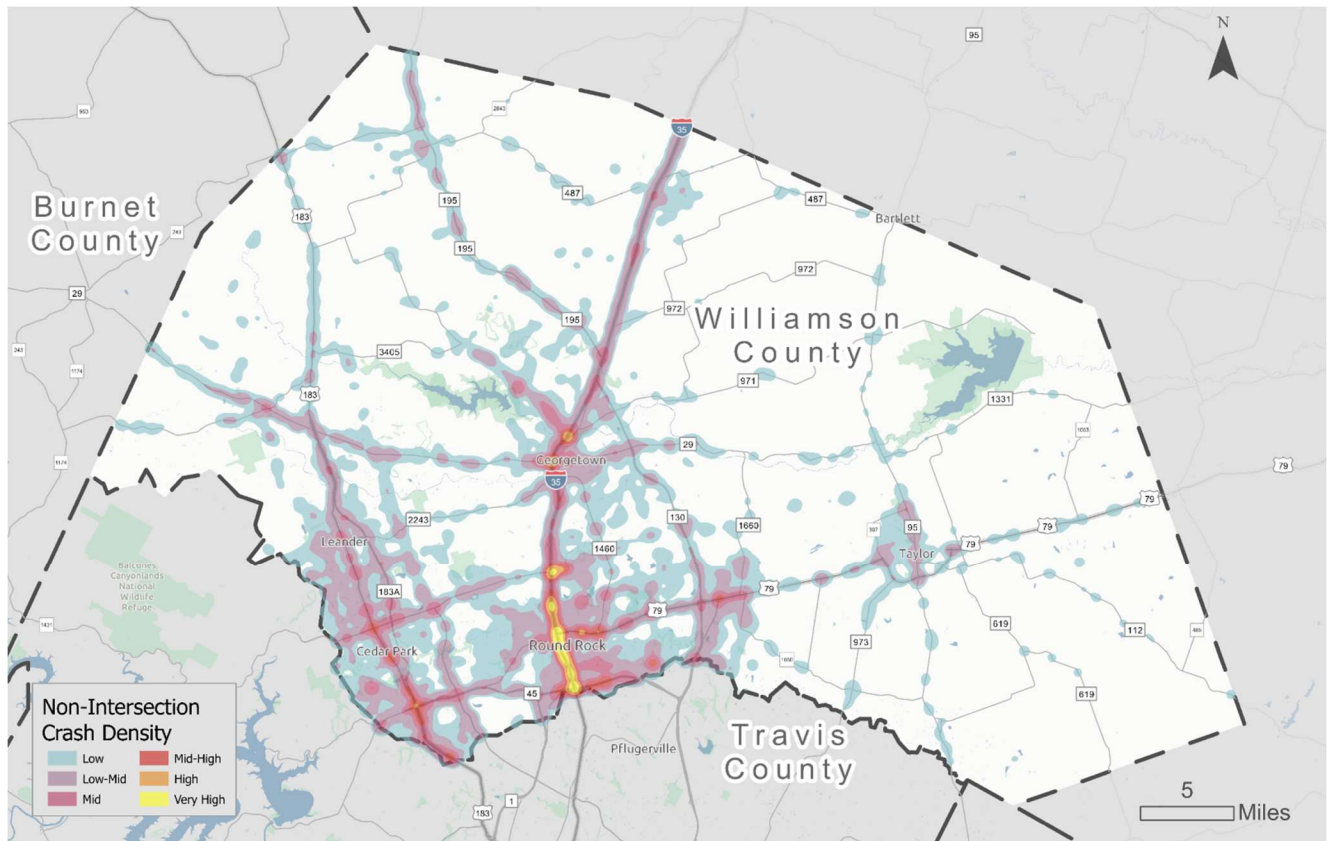


FIGURE 5: HEAT MAP OF NON-INTERSECTION CRASH DENSITY (2019-2023)

Emphasis Area Analysis

Figure 6 illustrates the top 10 emphasis areas with the highest reported fatal and serious injury crashes in Williamson County from 2019 to 2023. The leading four areas of emphasis in terms of fatal and serious injury crashes are dark conditions, intersection-related incidents, roadway departures, and young or older driver crashes. Notably, roadway departures, motorcycle-related incidents, occupant protection issues, impaired driving, crashes occurring during dark conditions, and crashes involving vulnerable road users—including pedestrians and bicyclists—are disproportionately represented in fatal and serious injury statistics compared to all severity crashes. This suggests a higher likelihood of severe injuries in these emphasis areas.

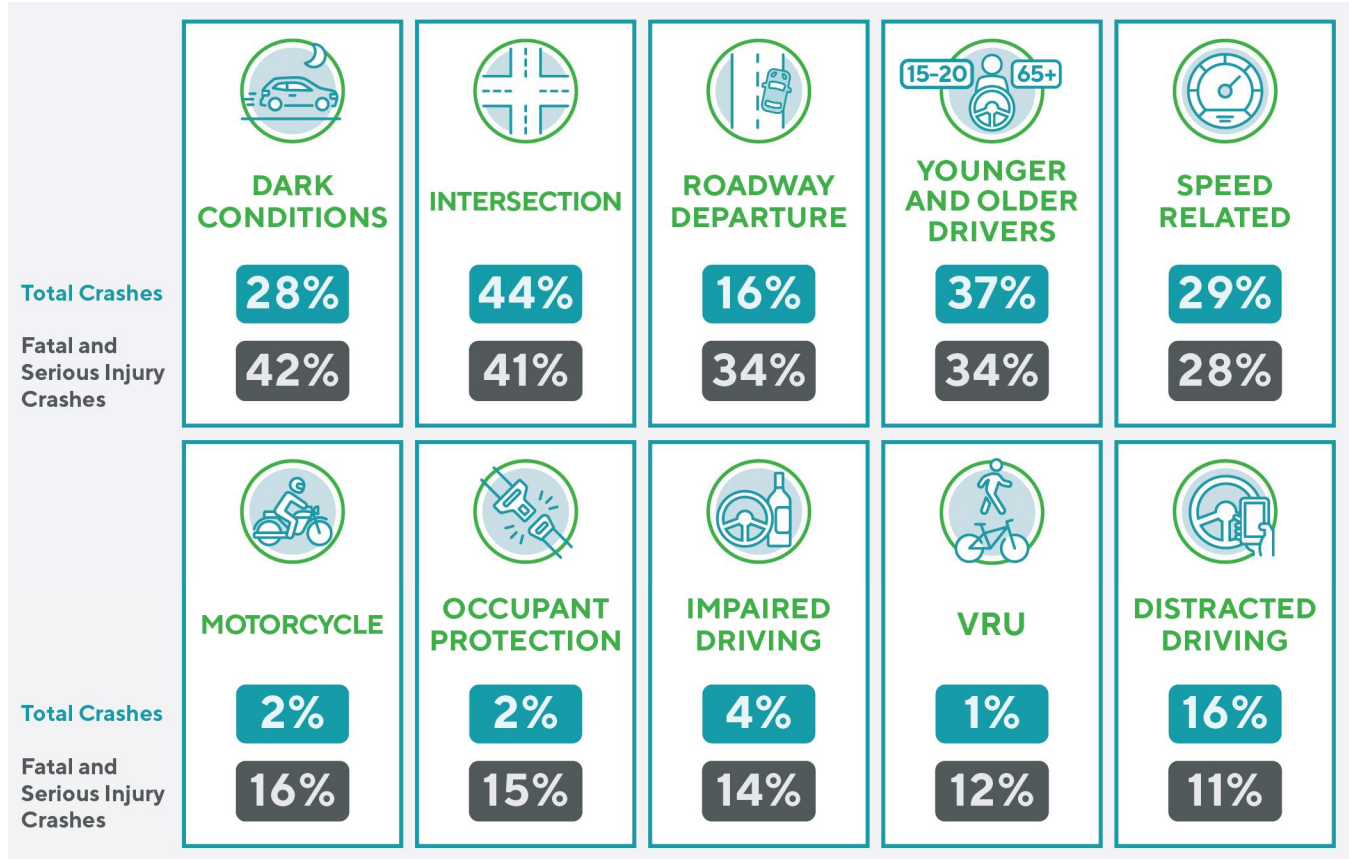


FIGURE 6: EMPHASIS AREAS WITH THE MOST FATAL AND SERIOUS INJURY CRASHES (2019-2023)

SYSTEMIC SAFETY ANALYSIS RESULTS

A historical crash analysis is vital to understanding the historical trends and patterns of crashes in Williamson County; however, it is a reactive approach. A systemic safety analysis considers the crash history alongside a multitude of other crash factors to find locations that are systemically unsafe based on a variety of metrics, not just the crash data from the last five years.

By identifying patterns across these dimensions, we can identify commonalities and overlaps among emphasis area crash types, aiding in a more holistic understanding of systemic safety issues and needs. This will not only help develop a more holistic approach to countermeasures but also provide the County with a **proactive approach** to identifying safety issues and providing appropriate solutions in the future.

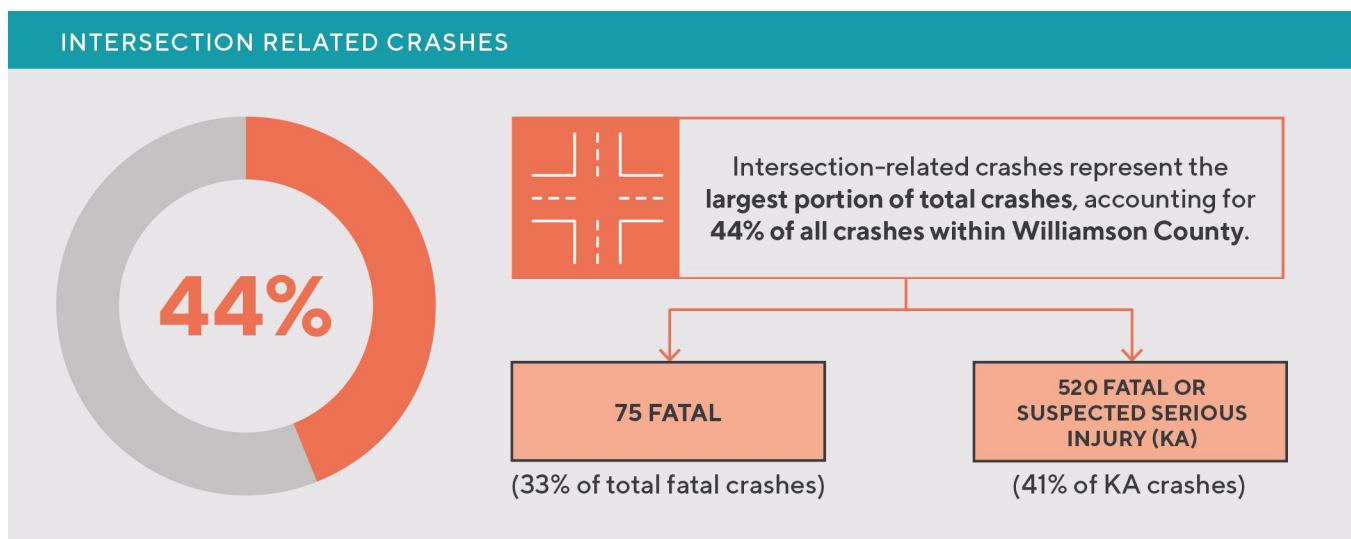
Shared Patterns Across Emphasis Areas

This analysis revealed significant commonalities across the emphasis areas, bringing attention to the interconnected nature of crash factors. Dark conditions are critical across various crash types and strongly linked to intersections, roadway departures, and speed-related incidents. Similarly, intersections are consistently connected to speed-related crashes, young driver involvement, and dark conditions. Roadway departures and speed-related crashes are also linked strongly with dark conditions, intersections, and impaired driving. These overlaps highlight the need for integrated strategies addressing multiple emphasis areas. The results below provide detailed insights into these relationships. See **Appendix A** for the detailed emphasis area analysis methodology and results.

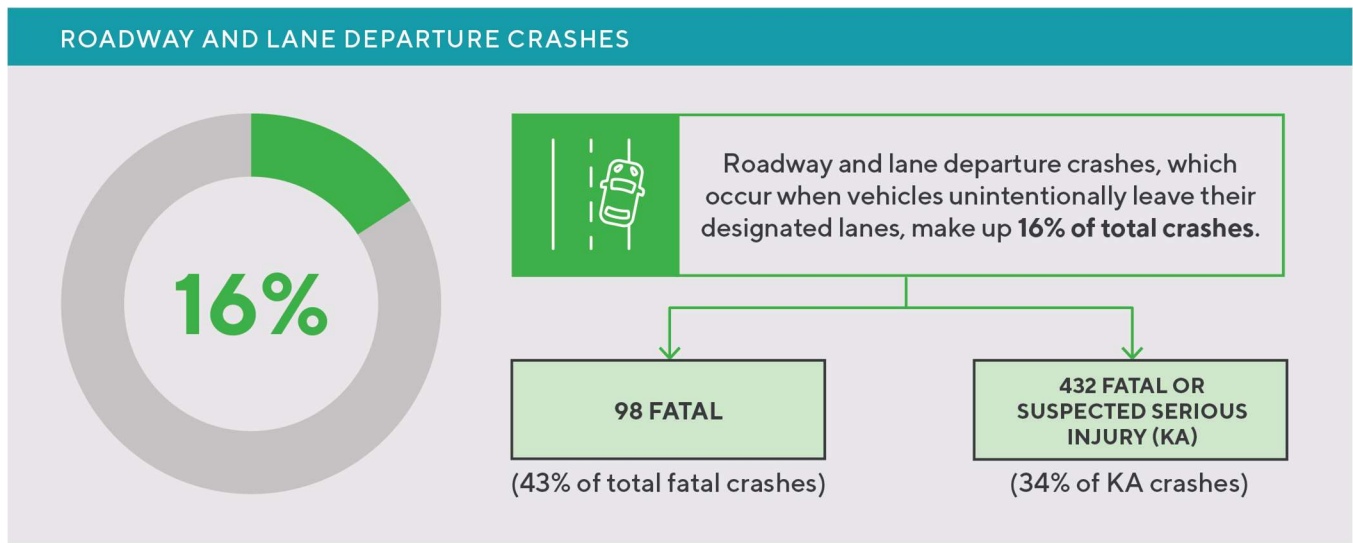
Focus Crash Types

Based on results from the emphasis area analysis, Williamson County has identified several focus crash types that are significantly associated with serious injuries and fatalities. Each focus area highlights specific conditions and contributing factors that demand targeted safety improvements.

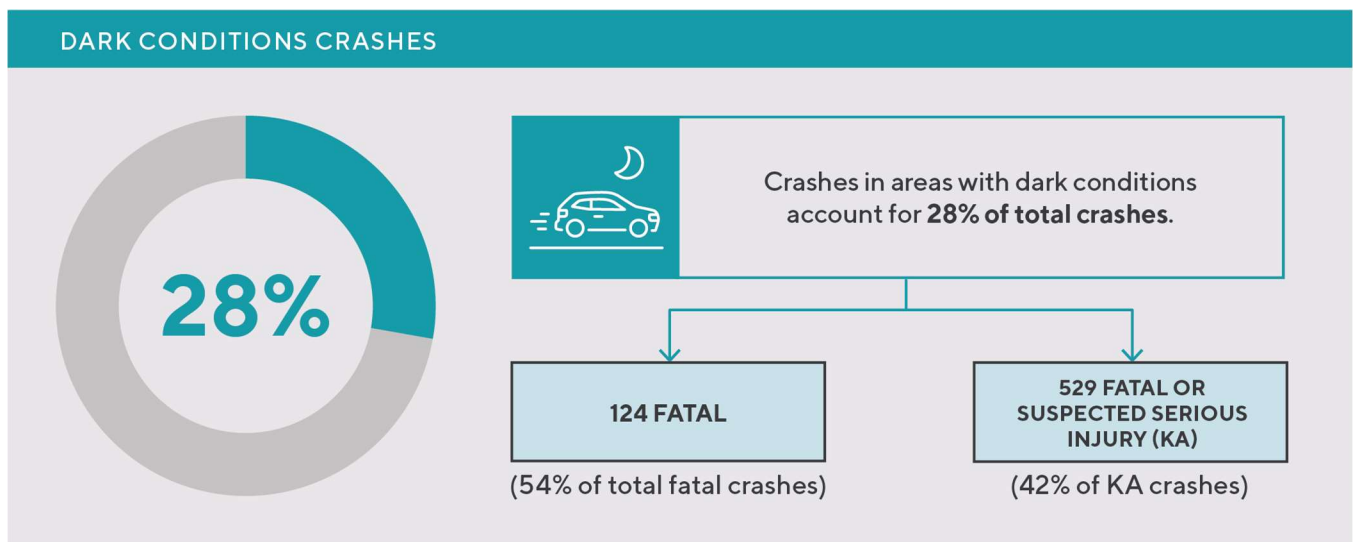
Intersection Related: Intersections present complex traffic interactions contributing to higher crash frequencies, warranting interventions to reduce conflict points.



Roadway and Lane Departure: Roadway and lane departure was one of the most severe crash types with over 40% of all fatal crashes.



Dark Conditions: Crashes in areas with dark conditions emphasize the need for improved lighting in dark roadway segments and intersections to enhance visibility and reduce nighttime crash risks.



Countermeasure Selection

The systemic approach to safety in Williamson County focuses on deploying countermeasures across the network to address crash types at multiple locations with similar risk characteristics. This allows Williamson County's jurisdictions to implement cost-effective safety measures across a broader range of sites with similar high-risk site characteristics, supporting widespread safety improvements.

Countermeasures for Williamson County's focus crash types were selected based on data-driven analysis and TxDOT's Highway Safety Improvement Program guidance. Systemic countermeasures align with TxDOT's HSIP guidelines, which define each safety countermeasure using specific "work codes" for streamlined planning and deployment. See **Appendix A** to view the focus crash types and the corresponding systemic countermeasures selected for evaluation across the County.

HIGH INJURY NETWORK ANALYSIS AND RESULTS

The High Injury Network (HIN) identifies the specific roadways and intersections where a disproportionate number of severe and fatal crashes occur. By focusing on locations with the highest concentrations of serious injuries and fatalities, the HIN serves as a foundational tool for prioritizing safety improvements and resource allocation. It highlights critical areas where targeted interventions can have the greatest impact on reducing severe crash outcomes and improving overall roadway safety.

An online GIS webmap was developed to represent the HIN of intersection and non-intersection (segment) crashes in Williamson County, using crash data from 2019 to 2023. The webmap displays detailed information about crash severity, emphasis areas, roadway ownership, and segment lengths for both intersections and roadway segments.

Given the level of technical detail, the webmap — along with a supporting data dashboard containing crash trends and statistics for each HIN location— were provided to and are managed by stakeholders for a more in-depth review. Neither the webmap nor the dashboard are included directly within this plan, but they serve as key resources to guide ongoing safety efforts.

Intersection High Injury Network Results

Figure 7 represents all the intersections in Williamson County classified as “high injury” based on the crash data from 2019 to 2023. A small number of intersections are driving a large share of crashes in Williamson County. Only 7% of intersections that experienced at least one crash during the study period (118 out of 1,461 total intersections) observed:

- 55% of all fatal crashes
- 35% of all reported crashes



Over half of all fatal intersection crashes in Williamson County occurred on **only 7%** of the county’s intersections

These findings point to clear opportunities for **prioritizing safety improvements at a focused set of locations.**

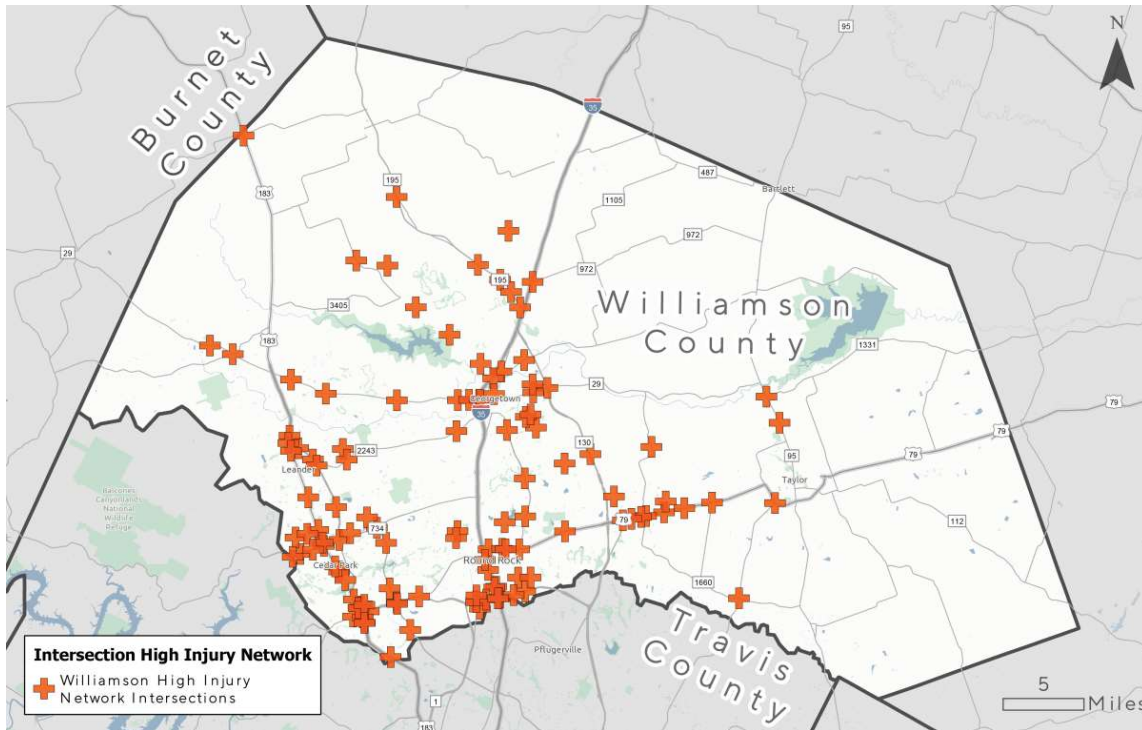


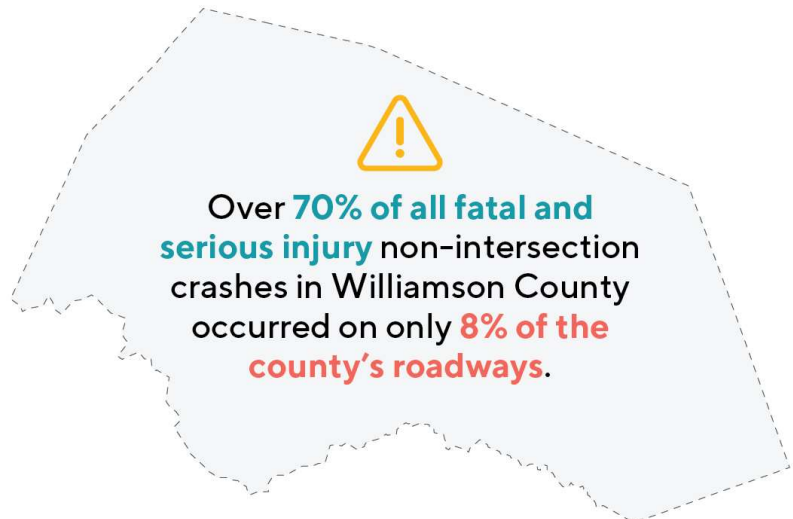
FIGURE 7: HIGH INJURY NETWORK (INTERSECTIONS) (2019-2023)

Segment High Injury Network Results

Figure 8: represents all the non-intersections (segments) in Williamson County classified as “high injury” based on the crash data from 2019 to 2023. A small portion of the roadway network accounted for a disproportionate share of crashes. Just 8% of roadway miles (approximately 171 out of 1,867 miles) where crashes occurred in the past 5 years observed:

- 71% of all fatal and serious injury crashes
- 51% of all reported crashes

This indicates a strong concentration of severe safety issues on a limited portion of the network, **highlighting key opportunities for targeted improvements.**



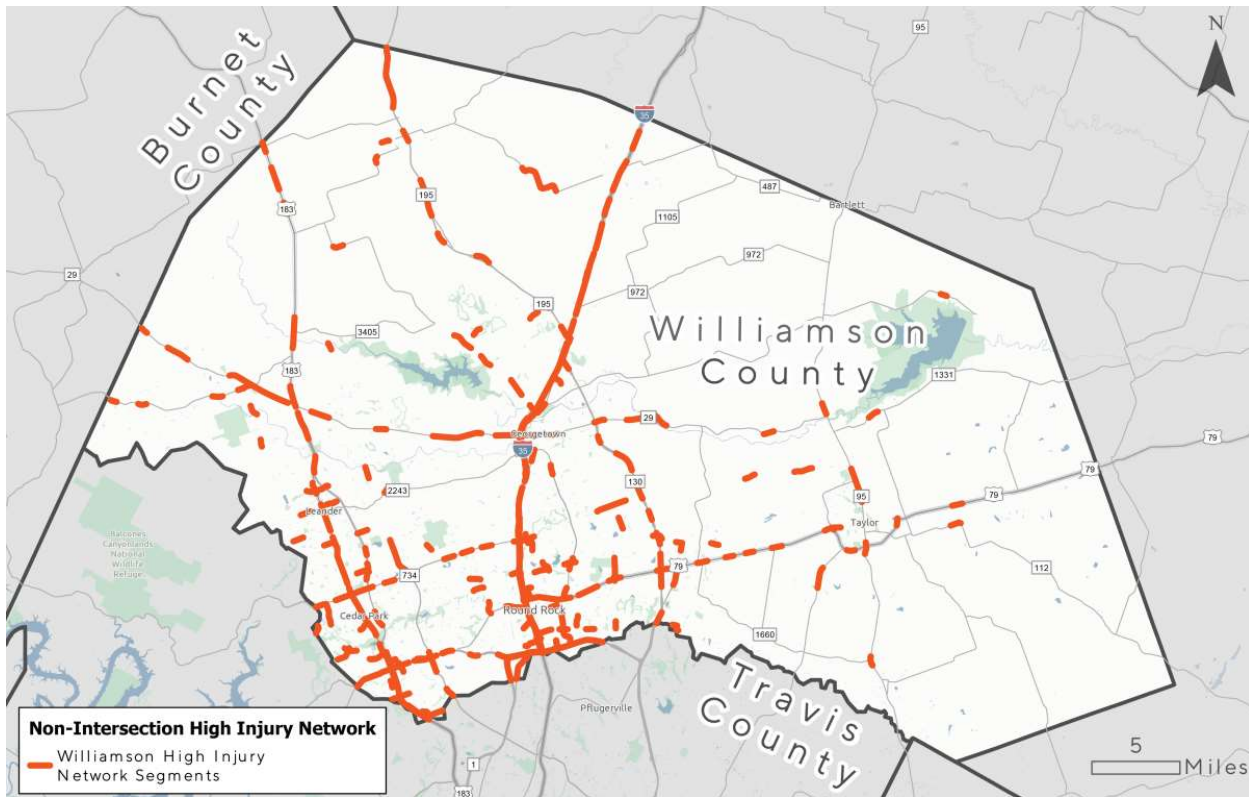


FIGURE 8: HIGH INJURY NETWORK (SEGMENTS) (2019-2023)

Underserved Communities Analysis

This section describes who is most affected by roadway safety in Williamson County and provides a summary of how the county's underserved need areas play a role.

Who is Most Affected by Safety in the County?

An underserved communities analysis aims to identify the populations in Williamson County disproportionately affected by the safety risks within the transportation system. Historically underserved communities face mobility challenges because they may be unable to drive or are less likely to have access to a vehicle or public transportation. As a result, this plan can promote investments in facilities and services designed to alleviate these obstacles.

The findings of this analysis identify the areas and populations in Williamson County that are disproportionately affected by safety risks within the transportation system. These insights offer essential ways to improve the way safety investments are prioritized.

This analysis is limited to available data and may not fully capture how transportation safety affects all underserved populations. The methodology to identify an underserved need area and the follow-up analysis is consistent with the analysis conducted for the CAMPO RSAP. To identify the underserved community, the following three publicly available datasets were used:

1. **Areas of Persistent Poverty** information from the U.S. Department of Transportation. An area is defined as "Areas of Persistent Poverty" if its poverty rate is at least 20 percent.
2. **Title VI** - Census Tracts with less than 50% of the population identifying as "White, non-Hispanic" using the most recent American Community Survey (ACS) data.
3. **Vulnerable Population** – CAMPO used a sociodemographic index to identify Vulnerable Populations. This index combines seven demographic measures to create a vulnerability score for each census block group and tract. These measures include low-income populations, minority populations, senior populations, school-aged populations, disabled populations, limited English proficiency populations, and zero-car households. This approach is consistent with federal planning guidance (e.g., Title VI of the Civil Rights Acts of 1964).

Using the Geographic Information System to join the datasets, the underserved need area is defined as any area that overlaps with at least one of the three mentioned datasets.

Figure 9 presents the underserved need area in the Williamson County region. This area covers 22% of the county's total land area, is home to 40% of the population, and contains 39% of the county's roadway lane miles. The underserved area follows Interstate 35, mostly on the east side of the corridor. The north of the county is made up mostly of *Vulnerable Populations* and the south side has *Title VI* and *Area of Persistent Poverty* areas. Some of the cities in the underserved communities need areas are Taylor, Hutto, Round Rock, Cedar Park, Leander, and Georgetown.

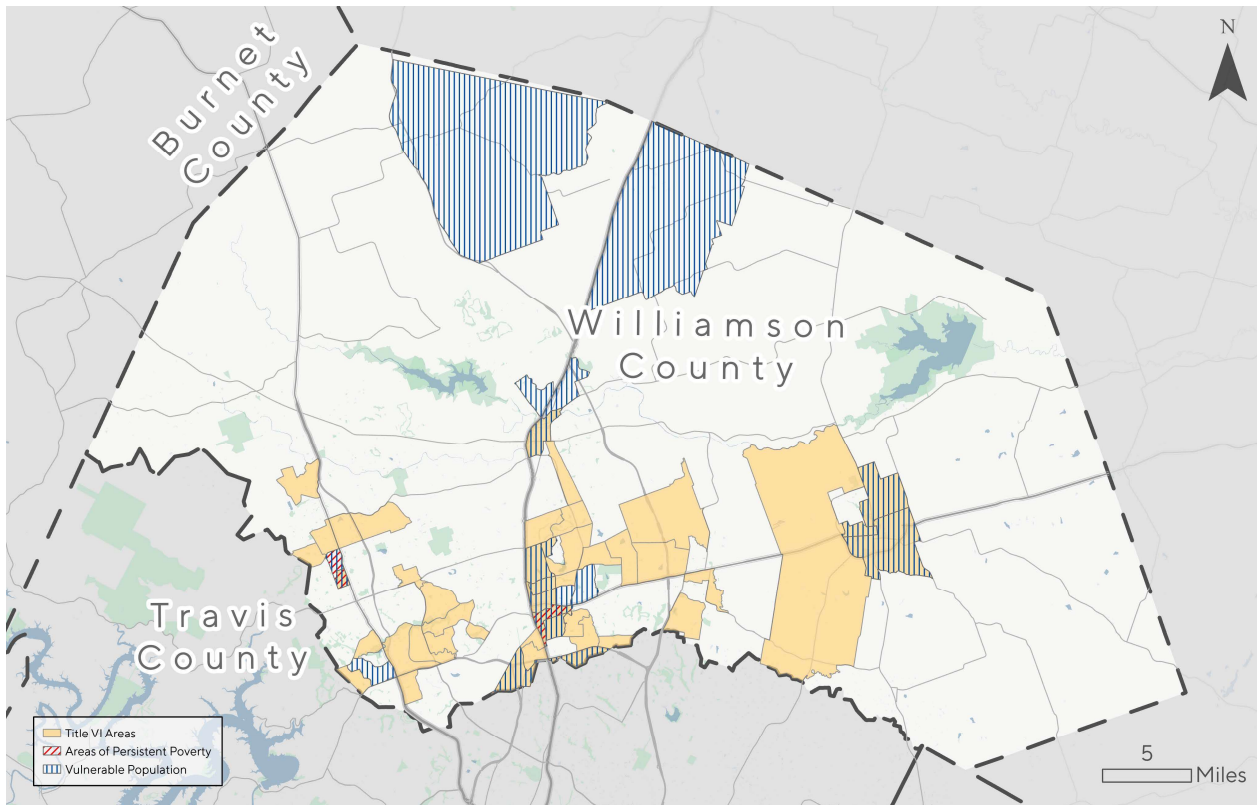


FIGURE 9: UNDERSERVED NEED AREAS IDENTIFIED IN WILLIAMSON COUNTY

There were 112 fatal crashes and 575 serious injury crashes in the underserved areas identified in Williamson County. Compared to the countywide numbers, underserved areas experienced 63% of the total crashes and over half of the fatal and serious injury crashes. **Figure 10** presents the fatal and serious injury crash rates by area, population, and roadway lane miles. All three rates are higher in the underserved areas. **The crash rate by area is four times higher in the underserved need area compared to the non-underserved need area.** The crash rates by population and by road miles in the underserved need area are twice as high as the non-underserved need areas.

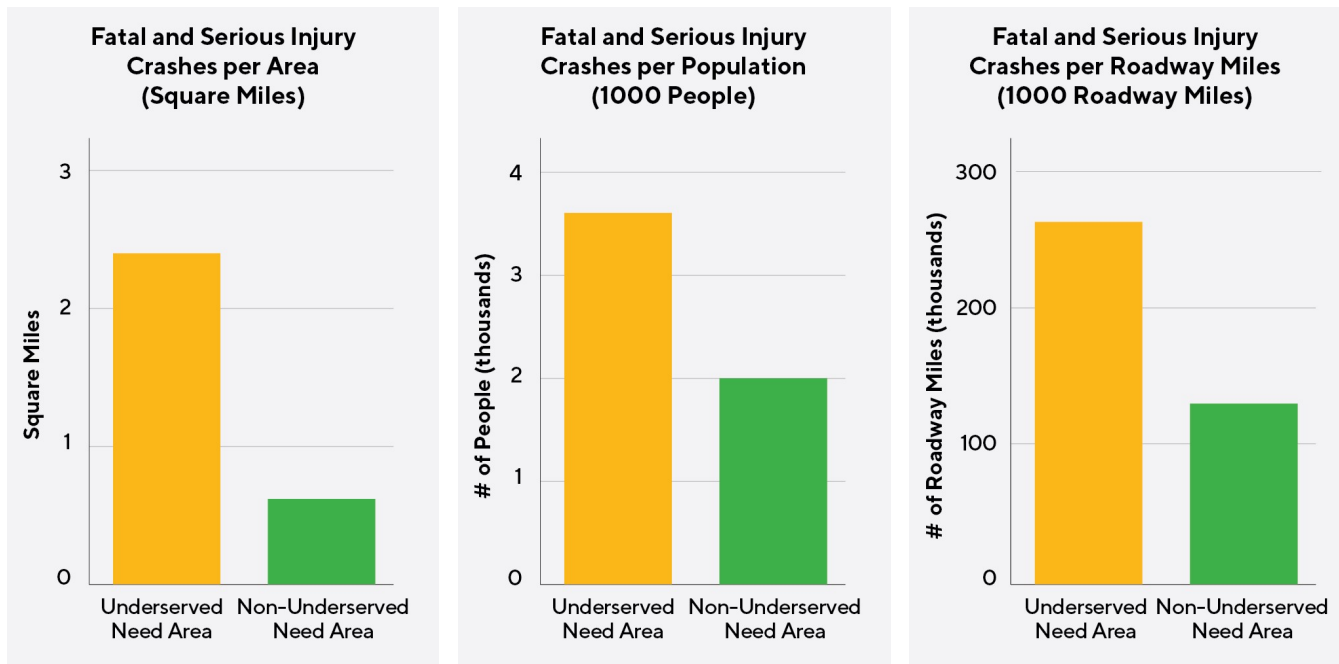


FIGURE 10: FATAL AND SERIOUS INJURY CRASH RATE BY AREA, POPULATION, AND LANE MILES

Table 1 presents the summary of fatal and serious injury crashes by emphasis areas in the underserved areas.

This analysis evaluates the over-representation of fatal and serious injury crashes in underserved need areas by comparing their share of these crashes to the area's proportion of land (22%), roadway lane miles (39%), and population (40%). An emphasis area is considered overrepresented if its percentage exceeds these three benchmarks, indicating a higher risk in underserved areas. Crashes involving construction zones, poor visibility, and young drivers are the most overrepresented factors. However, all emphasis areas exceed all three benchmarks (land area, population, and roadway miles), highlighting a broader pattern of over-representation.

TABLE 1: FATAL AND SERIOUS INJURY (KA) CRASHES (2019-2023) BY EMPHASIS AREAS IN THE UNDERSERVED NEED AREAS

EMPHASIS AREAS		NUMBER OF KA CRASHES IN UNDERSERVED NEED AREA	% OF ALL WILLIAMSON COUNTY KA CRASHES IN THE UNDERSERVED NEED AREA
	CONSTRUCTION ZONE RELATED	38	64%
	DARK CONDITIONS	308	58%
	YOUNGER DRIVER RELATED	130	57%
	DISTRACTED RELATED	79	57%
	INTERSECTION RELATED	292	56%
	MOTORCYCLE RELATED	116	56%
	OLDER DRIVER RELATED	109	54%
	SPEEDING RELATED	192	54%
	IMPAIRED RELATED	92	53%
	VULNERABLE ROAD USER RELATED	76	52%
	ROADWAY OR LANE DEPARTURE RELATED	208	48%
	OCCUPANT RESTRAINED RELATED	92	48%
TOTAL KA CRASHES		687	54%

Summary of Transportation Safety in Underserved Need Areas of Williamson County

The analysis identifies underserved need areas based on persistent poverty, Title VI Census Tracts, and vulnerable populations in Williamson County. The crash rate trends observed in Williamson County are consistent with the CAMPO regional trends. **Overall, fatal and serious injury crashes are four times higher in underserved need areas compared to non-underserved need areas.** The emphasis areas that are overrepresented in the crash rates and countywide fatal and serious injury crashes are dark conditions, intersections, motorcycle-involved, younger drivers, distracted driving, and construction zones.

This analysis will serve as a guiding framework for selecting projects. Benefits to underserved communities is a key prioritization criterion, and the identified emphasis areas will help determine effective countermeasures to reduce fatal and serious injury crashes in the County.



OVERALL, FATAL AND
SERIOUS INJURY CRASHES
ARE FOUR TIMES HIGHER
IN UNDERSERVED NEED
AREAS COMPARED TO
NON-UNDERSERVED
NEED AREAS.

Engaging the Community

CAMPO invited the public to participate in the Regional Safety Action Plan outreach efforts. The efforts were divided into two rounds of engagement done regionally, focusing on supporting the county Safety Action Plans. Both rounds of outreach included an online open house and in-person pop-up engagement events in Bastrop, Burnet, Caldwell, Hays, and Williamson counties. All the outreach events and planning were done concurrently with the CAMPO 2050 Regional Transportation Plan. This section describes both rounds of engagement.

Round 1 Engagement

Round 1 of the outreach efforts introduced the project to the public and collected input from the community on the most pressing roadway safety issues and specific areas of concern.

The first public engagement phase included an in-person engagement event in Williamson County, an online open house, and a comment period open from October 14 through November 27, 2024. The same information was made available online and in-person. The open house materials included downloadable informational exhibits, a fact sheet, a survey, and an interactive mapping tool. All the outreach materials were posted online and available in English and Spanish.

Public input was collected through printed or online survey responses, emailed comments, the mapped comment tool, or verbally at in-person engagement events.

The following subsections describe the engagement approach and what we heard from the community.

THE ENGAGEMENT APPROACH

This section provides an overview of the approach for an in-person engagement event and the notification tools used for outreach.

In-Person Engagement Events

A pop-up engagement event in Williamson County occurred at the City of Georgetown Parks and Recreation Department's Trick-or-Treat Trail on October 24, 2024. The project team collected verbal comments about safety concerns, promoted the survey and mapping tool, and distributed push cards with additional information about the online open house and comment period. An estimated 405 people engaged with the project team at this event through verbal comments, push card distribution, and survey responses. One of the most noted comments regarded an area of concern at the intersection of State Highway 195 and Cattleman Drive.



ROUND 1 ENGAGEMENT EFFORTS AT THE TRICK-OR-TREAT EVENT IN THE CITY OF GEORGETOWN

Notification Tools

This section describes the notification tools used- webpage, social media, ads, media, emails, and other methods.

CAMPO Webpage Announcement

An announcement was posted on the webpage on October 15, 2024, notifying the public about the launch of the online open house and open comment period.

Social Media

From October 16 through November 27, 2024, CAMPO's X (formerly known as Twitter), Facebook, Instagram, and LinkedIn distributed information about the plan and how to participate.

Advertisements

Print and digital advertisements were placed in *Community Impact* from October 15 through November 16, 2024, and in local newspapers from October 16 to 18, 2024. Digital advertisements were also placed on *Community Impact* online from October 16 through November 16, 2024.



COMMUNITY IMPACT REGIONAL ADVERTISEMENTS	
REGION	RUN DATE
LEANDER / LIBERTY HILL	October 15, 2024
GEORGETOWN	October 18, 2024
CEDAR PARK/FAR NORTHWEST AUSTIN	November 2, 2024
ROUND ROCK	November 5, 2024
PFLUGERVILLE	November 8, 2024

LOCAL NEWSPAPER ADVERTISEMENTS	
PUBLICATION	RUN DATE
WILLIAMSON COUNTY SUN	October 16, 2024
EL MUNDO NEWSPAPER (SPANISH-SPEAKING REGIONAL NEWSPAPER)	October 17, 2024

Media Outreach

A media release was distributed to local media outlets throughout the region on October 21, 2024.

Emails

To promote participation, email notices were sent to stakeholders, task force members, and community partners on October 21 and October 24, 2024.

Additional Outreach

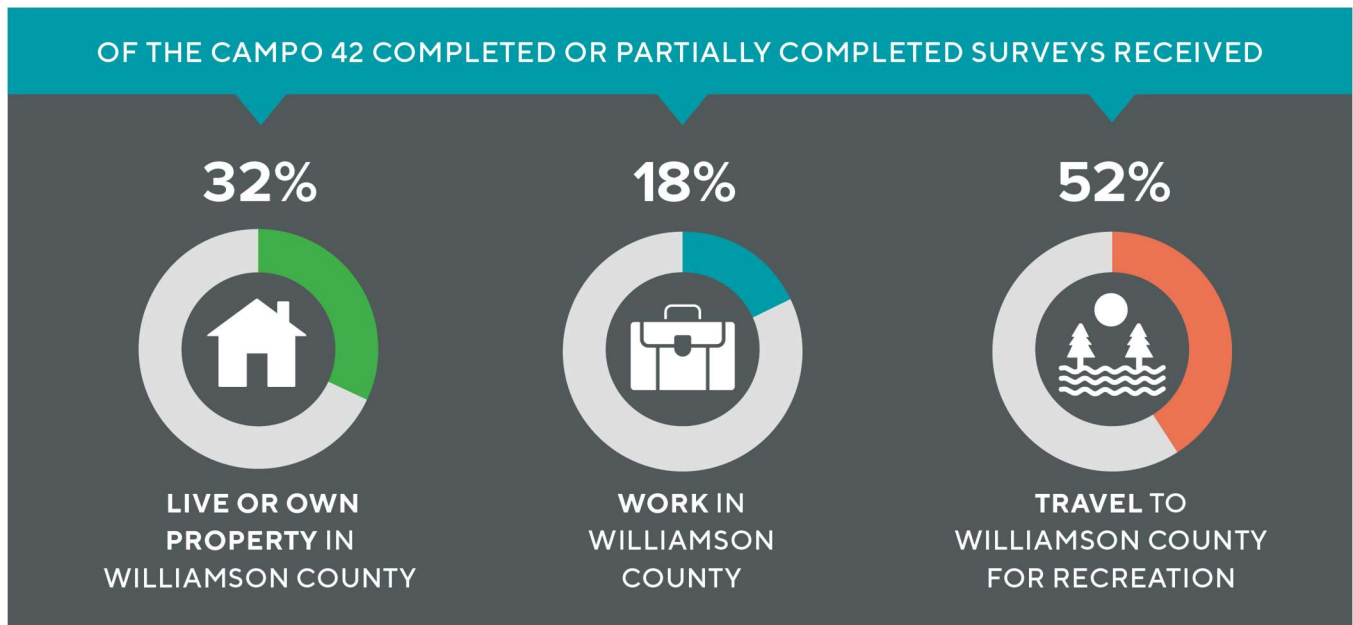
The outreach team made direct phone calls and emails throughout the comment period to promote and encourage the distribution of online open house materials throughout October and November. Push cards were distributed to local jurisdictions, Meals on Wheels deliveries throughout the CAMPO region, health centers, libraries, senior centers, churches, and CARTS stations throughout the comment period. Additionally, the outreach team shared a social media toolkit, including a newsletter and social media content with task force members, regional public information officers, and communications directors from October 16 through November 21, 2024.

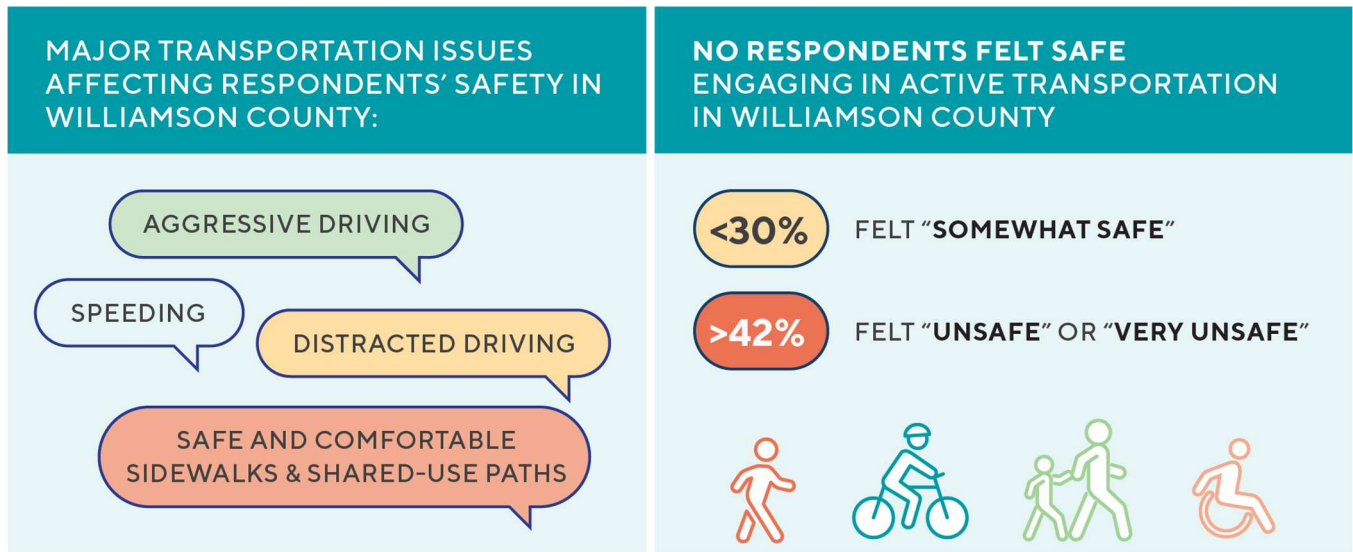
WHAT WE HEARD FROM THE COMMUNITY

CAMPO received 42 survey submissions and 71 online mapped comments. Verbal comments and questions from in-person engagement events were also noted.

Survey Feedback

During the Round 1 comment period, CAMPO received 42 completed or partially completed surveys





In Williamson County, aggressive driving, distracted driving, speeding, and lack of safe and comfortable sidewalks and shared-use paths were the most cited major transportation issues affecting respondents' safety. None of the respondents felt safe engaging in active transportation in Williamson County, with less than 30% of respondents feeling "somewhat safe" and over 42% feeling "unsafe" or "very unsafe" engaging in active transportation in the County.

Interactive Comment Map Feedback

The overarching themes of the interactive mapped comments within Williamson County:

- Lack of adequate lighting throughout the County, but especially along school bus pick-up and drop-off areas
- Speeding vehicles
- Lack of safe routes to school
- Lack of safe pedestrian crossings, especially mid-block

Round 2 Engagement

Round 2 of the outreach efforts shared with the public a map with suggested improvement locations and descriptions of the proposed safety countermeasures. Public input was collected via survey whether the listed safety countermeasures for each respective county addressed their personal roadway safety concerns.

The second public engagement phase included two in-person events, an online open house, and a comment period open from February 14, 2025, through April 15, 2025. The same information was made available online and in-person. The open house materials included downloadable informational exhibits, a fact sheet, a brief survey, and an interactive map. All the outreach materials were posted online and available in English and Spanish.

Public input was collected through printed or online survey responses, emailed comments, or verbal comments at in-person engagement events.

The following subsections describe the engagement approach and what we heard from the community.

THE ENGAGEMENT APPROACH

This section provides an overview of the approach for in-person engagement events and the notification tools used for outreach.

In-Person Engagement Events

Two pop-up engagement events in Williamson County occurred during the Round 2 outreach efforts. The project team held an event in the City of Cedar Park on March 11 and one in the City of Round Rock on March 21, 2025. The project team collected verbal and written responses to the survey inquiring about whether the safety countermeasures addressed the roadway safety concerns. If their concerns were not addressed, the project team documented the details about their concerns. Additionally, the team distributed push cards with more information about the Safety Action Plan, the online open house, and the comment period. An estimated 57 people engaged with the project team at these events in Williamson County.



ROUND 2 ENGAGEMENT POP-UP IN THE CITY OF CEDAR PARK

Notification Tools

This section describes the notification tools used- webpage, social media, ads, media, emails, and other methods.

CAMPO Webpage Announcement

An announcement was posted on the CAMPO webpage on February 14, 2025, notifying the public of the launch of the online open house and open comment period.

Social Media

Information about the plan and how to participate was distributed through CAMPO's X (Formerly Twitter), Facebook, Instagram, and LinkedIn accounts from February 14 to April 15, 2025.

Advertisements

Print and digital advertisements were placed in Community Impact and local newspapers from February 14 to March 14, 2025.

COMMUNITY IMPACT REGIONAL ADVERTISMENTS	
REGION	RUN DATE
CEDAR PARK/FAR NORTHWEST AUSTIN	February 19, 2025
LEANDER/LIBERTY HILL	February 21, 2025
GEORGETOWN	February 27, 2025
COMMUNITY IMPACT REGIONAL ADVERTISMENTS	
REGION	RUN DATE
WILLIAMSON COUNTY SUN	February 14, 2025
EL MUNDO NEWSPAPER (SPANISH-SPEAKING REGIONAL NEWSPAPER)	February 20, 2025

Media Outreach

A media release was distributed to local media outlets throughout the region on February 14, 2025.

Emails

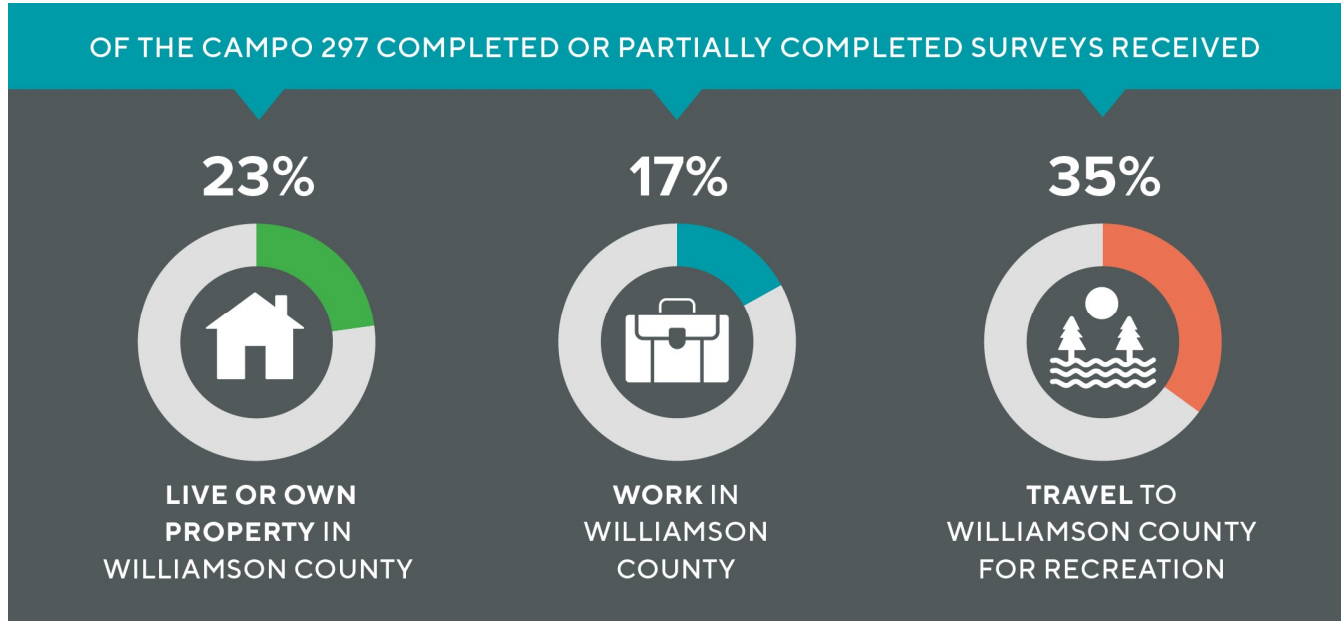
Email notices were sent on February 17, February 28, March 5 and March 14, 2025 to stakeholders, task force members, and community partners to promote participation.

Additional Outreach

The outreach team made direct phone calls and emails throughout the comment period to promote and encourage participation in the online open house. Push cards were distributed to health centers, libraries, senior centers, churches, CARTS stations, city offices, and others throughout the comment period. Additionally, the outreach team shared a social media toolkit including a newsletter blurb and social media content with local jurisdictions, agencies, and community partners on February 14 through April 15, 2025.

WHAT WE HEARD FROM THE COMMUNITY

CAMPO received 297 survey submissions during the Round 2 outreach efforts. From the survey respondents that answered the question about where they live, work, own property, and travel to for recreation, nearly 41% of them cited an answer involving Williamson County.



In the survey, community members were asked whether they feel that the presented safety countermeasures adequately address their roadway safety concerns. If they feel they did not, survey respondents were prompted to give specific feedback on their areas of concern. During the development of the safety plan, community members across Williamson County shared feedback highlighting concerns about traffic congestion, truck traffic, roadway design, and speeding. Residents emphasized the need for safety-focused road expansions, better roadway lighting and signage, and stronger enforcement and education to address reckless driving and speeding, particularly in work zones.

In response, additional targeted projects, behavioral strategies, and policy recommendations were incorporated into the plan. These include roadway improvements to address congestion and freight concerns, expanded driver education and enforcement initiatives, and policy refinements aimed at broader roadway safety enhancements — except in areas where existing or planned projects are already mitigating the identified concerns.



ROUND 2 ENGAGEMENT POP-UP IN THE CITY OF ROUND ROCK

Williamson County Task Force

The Williamson County Safety Action Plan Task Force was formed to guide the development of this SAP. The Task Force included state, regional, and local agencies and met with the project team on four occasions starting in July of 2024 to February of 2025.

The agencies represented in the Williamson County Safety Action Plan Task Force:

- | | | |
|-------------------------|----------------------|------------------------|
| ● Williamson County | ● City of Cedar Park | ● City of Liberty Hill |
| ● TxDOT Austin District | ● City of Georgetown | ● City of Round Rock |
| ● CARTS | ● City of Hutto | ● City of Taylor |
| ● CapMetro | ● City of Jarrell | ● CAMPO |
| ● CTRMA | ● City of Leander | |

The Task Force was updated throughout the development of the SAP beyond the four meetings via email and one-on-one sessions. The individual meetings also provided the project team with vital feedback on the recommended improvements specific to their jurisdiction. **Figure 11** provides a timeline of Task Force engagement throughout the development of the SAP.

The Task Force was engaged at key project milestones, provided input on all components of the SAP, and helped the project team coordinate engagement efforts in their respective jurisdictions. The Task Force will also serve as a body for monitoring the progress on implementing the recommended improvements.



WILLIAMSON COUNTY TASK FORCE MEETING

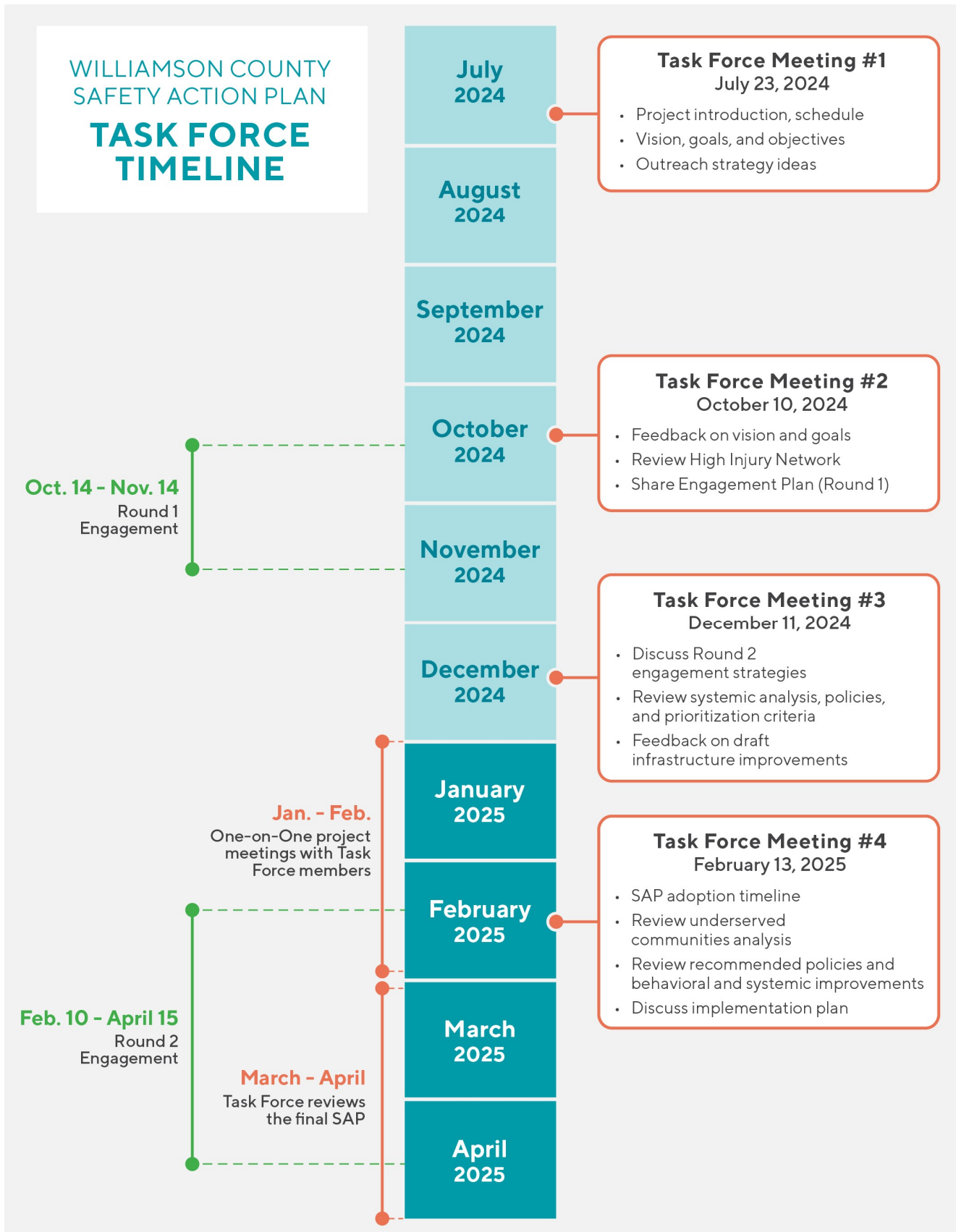


FIGURE 11: WILLIAMSON COUNTY SAFETY ACTION PLAN TASK FORCE MEETINGS SUMMARY

Policy Recommendations

This section summarizes the review of existing plans, policies, programs, guidelines, and standards regarding transportation safety and recommends updating these policies and programs and adopting new ones.

Policy Review

As part of the development of the Williamson County Safety Action Plan, an assessment was conducted of existing policies, guidelines, standards, and plans related to transportation planning and the current prioritization of safety. The review concentrated on important county and city documents that affect the safety of roadways, sidewalks, trails, and other transportation facilities within Williamson County. This process established a baseline and outlined a path for identifying county- and city-level policy recommendations and opportunities to enhance transportation safety for all road users.

This review highlighted how safety and transportation reflect a commitment to public safety, targeting enhancements that better protect and serve the transportation network and its users.

Policy and Program Recommendations for Williamson County

The review of safety needs through data analysis and public feedback, coupled with a review of current policies and practices, resulted in the following policy and program recommendations to improve transportation safety in Williamson County and its cities. These recommendations focus on closing communication gaps, promoting better coordination among local agencies, schools, and law enforcement, reducing fatal and serious injuries, and ensuring safer travel for everyone on the road. Each recommendation is rooted in the core elements of the Safe System Approach and aligned with the emphasis areas of the Texas Road to Zero effort as described in the 2022-2027 Strategic Highway Safety Plan. By aligning with these frameworks, the recommendations focus on creating a transportation system that is safe, reliable, and resilient, prioritizing both proactive measures and system-level improvements.

A full list of Policy, Plan, and Program recommendations can be found in **Appendix B**. The following are a few representative policy recommendations:

- **Speed Management.** Assess current regulatory speed limits and motor vehicle operating speeds to develop a research-backed speed limit setting policy. Consider infrastructure, education, and enforcement actions to support safer speeds, including traffic calming strategies where appropriate.
- **Occupant Protection Enforcement.** Use data analytics to identify high-risk areas and times for targeted enforcement associated with seat belt use. Ensure strategies align with state-wide enforcement campaigns for consistency.
- **Traffic Signal Improvement for First Responders.** Follow TxDOT's Traffic Signal Manual guidelines for integrating preemption control technologies to enhance traffic flow and emergency response times.
- **Intersection Control Evaluation Policy.** Develop an Intersection Control Evaluation (ICE) policy consistent with TxDOT's framework to determine appropriate intersection improvements.
- **School Zone Speed Enforcement.** Develop programs that collaborate with schools and parent-teacher associations to identify areas of enhanced safety improvements (rapid flashing beacons, speed feedback signs, etc.).
- **Truck/Freight Route Policy.** Develop a policy per TxDOT's guidelines on truck routes and parking restrictions. Consider local ordinances for designated truck routes and parking to identify areas where freight and vulnerable road user paths intersect. Implement measures such as designated truck lanes or time-based restrictions.
- **Public Awareness Campaign.** Develop a program aligned with TxDOT's safety campaigns to increase public awareness of traffic safety issues.

Safety Countermeasures

The proposed improvements and strategies incorporate a range of safety countermeasures tailored to Williamson County's specific needs. This section briefly describes each infrastructure improvement, behavioral strategy, and policy recommendation, the types of collisions they address, and high-level cost estimates. Safety countermeasures are categorized into segment-related (non-intersection), intersection-related, and vulnerable road users. See **Appendix C** for a detailed list of the safety countermeasures described in this section.

Segment-Related Safety Countermeasures

Roadway and lane departure crashes account for 59% of fatal and serious injury crashes in Williamson County. **Table 2** provides a list of recommended segment-related safety countermeasures including infrastructure treatments, behavioral strategies, and policy recommendations.

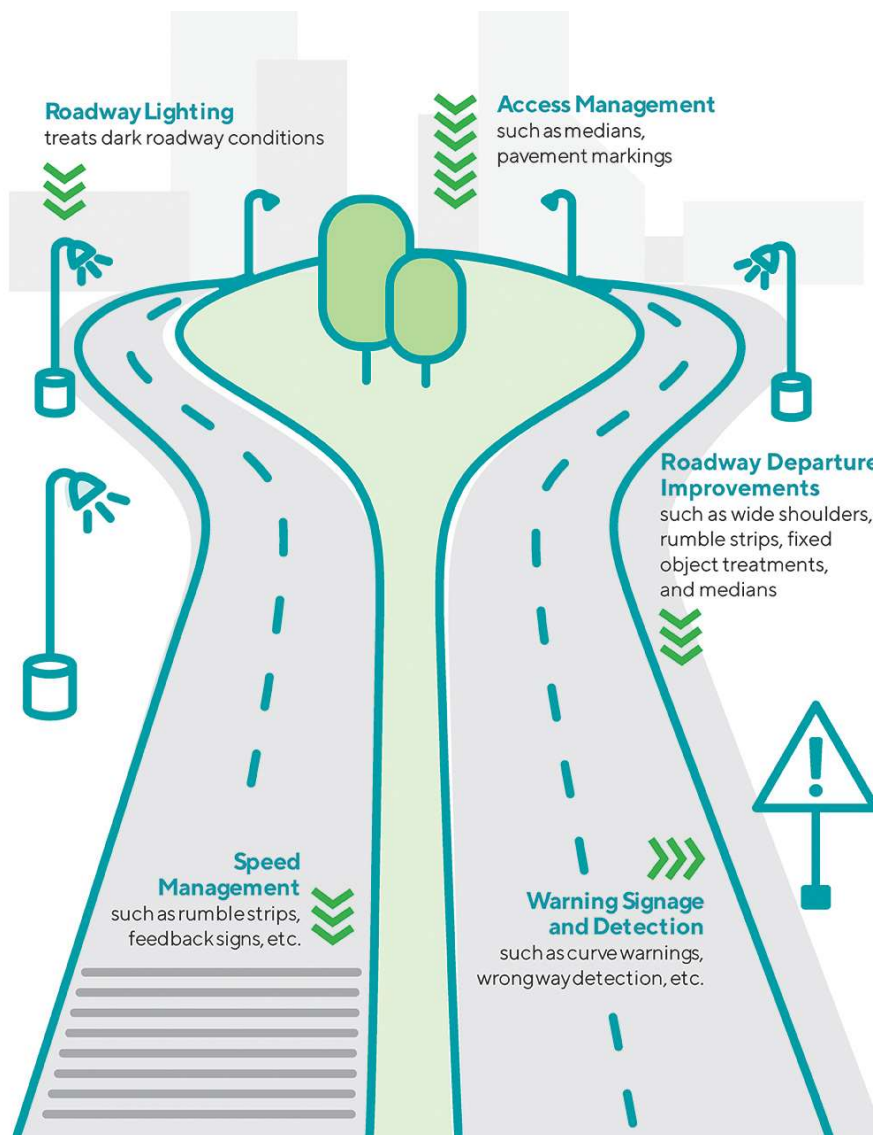


TABLE 2: RECOMMENDED SEGMENT-RELATED SAFETY COUNTERMEASURES

STRATEGY	COUNTERMEASURES
Infrastructure Treatments 	• Install: ○ Centerline rumble strips ○ Raised medians or median barriers ○ Raised pavement markers or profiled center lines ○ Chevron signs, curve warning signs, posted speed limit reductions, and/or sequential flashing beacons in curves ○ High friction pavement surface treatments ○ Wider, brighter, and more durable edge lines, especially on curves ○ Signage to increase awareness of vulnerable road users who may be in the clear zone or in a sight-limited location such as a curve or tunnel ○ Roadside safety hardware such as guardrail, cable barrier, or concrete barrier • Locate and inventory fixed objects inside the clear zone to support development of programs and projects to reduce the severity of lane departure crashes. • Widen shoulders. • Reconfigure vehicle lanes to mixed-use lanes.
Behavioral Strategies 	• Disseminate outreach materials and social media posts educating the public on the major causes of lane departure crashes (e.g., speeding). • Host the National Highway Transportation Safety Administration (NHTSA) Speed Management Program course for local engineers, planners, and law enforcement. • Use dynamic speed feedback signs on sections of roadways where speed related crashes are of concern. • Encourage the use of coordinated high-visibility enforcement activities addressing high-risk driving behavior, particularly on weekends and evenings for alcohol and drug-impaired crashes. • Use Texas Highway Safety Office (TxHSO) Law Enforcement Liaisons to improve participation from law enforcement in conducting high-visibility enforcement to address impaired driving and distracted driving.

STRATEGY	COUNTERMEASURES
Policy Recommendations 	• Develop a policy consistent with TxDOT's and the Illuminating Engineering Society's guidelines for roadway lighting installation, focusing on areas identified with CRIS data analysis. • Implement a feedback mechanism for road users to report maintenance issues in real time. • Follow TxDOT's and Department of Public Safety's guidelines for high-visibility enforcement operations and public awareness campaigns targeted at aggressive driving. • Partner with local organizations in Central Texas to implement interactive workshops and virtual reality simulations to demonstrate the dangers of impaired driving and distracted driving. • Develop a program that aligns with TxDOT's "Talk. Text. Crash." campaign aimed at informing drivers of the risks of distracted driving. • Incorporate data from the HIN to determine areas where safety enhancement strategies (rumble strips, guardrail, wider edge lines, etc.) are prioritized. • Deploy automated speed enforcement tools in work zones. Ensure compliance with TxDOT's work zone safety regulations. • Develop an implementable regular maintenance schedule of existing road signs to ensure sign visibility and compliance. • Develop a speed limit policy and procedures process based on current research and methodologies that include contextual factors and align with TxDOT's Speed Zone Manual.

Intersection-Related Safety Countermeasures

Intersection-related crashes account for 41% of fatal and serious injury crashes in Williamson County. Intersections present complex traffic interactions that contribute to higher crash frequencies. **Table 3** provides a list of recommended countermeasures to reduce potential conflicts at an intersection.

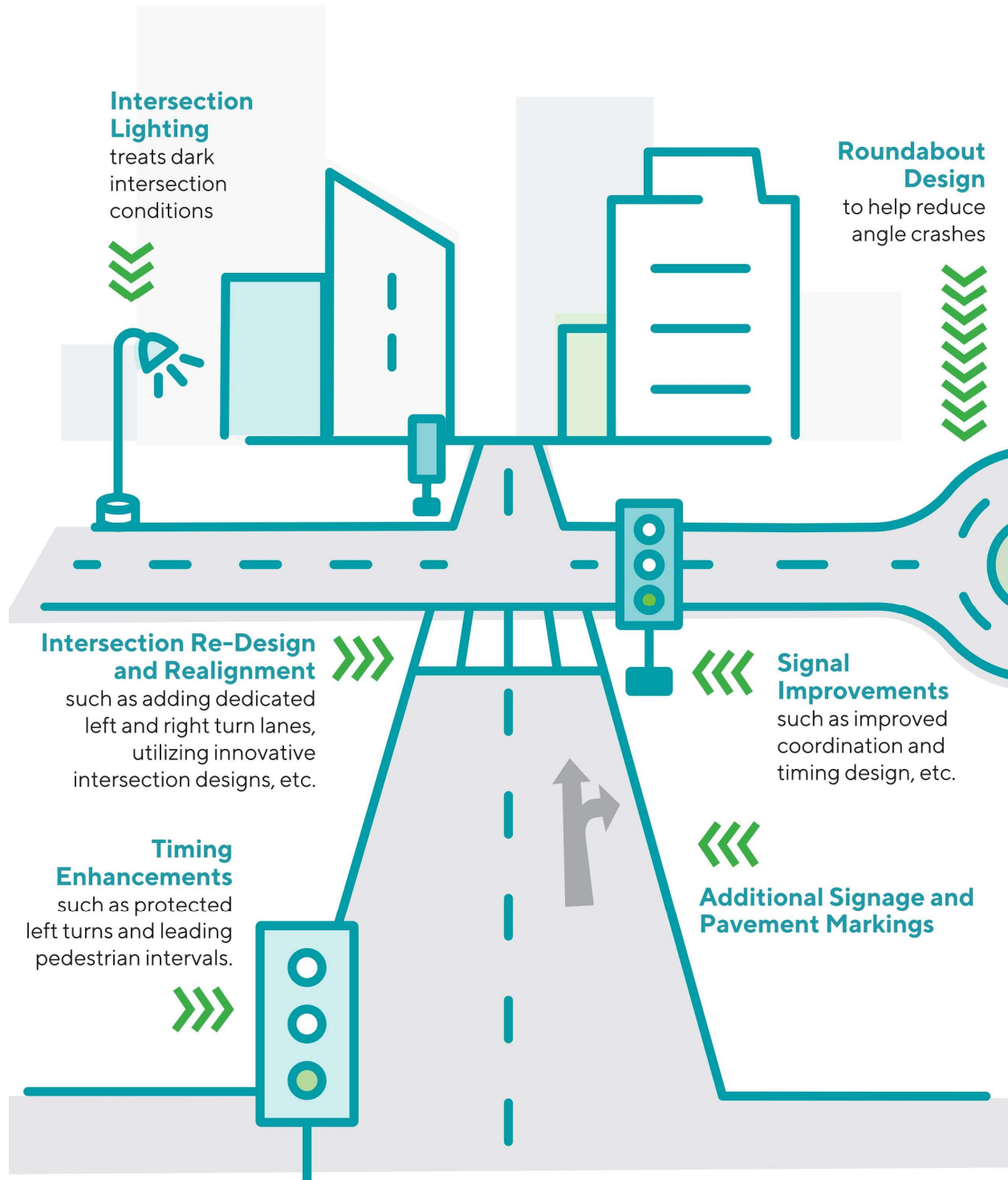


TABLE 3: RECOMMENDED INTERSECTION-RELATED SAFETY COUNTERMEASURES

STRATEGY	COUNTERMEASURES
Infrastructure Treatments: Speed Reduction/Management 	• Install transverse rumble strips on rural stop-controlled approaches. • Provide advanced dilemma zone detection (real-time warning) for high-speed approaches at rural signalized intersections. • Install curb extensions or daylighting treatments at intersections.
Infrastructure Treatments: Intersection Reconfiguration 	• Install or convert intersections to roundabouts. • Convert permitted left turns to protected left turns at signals. • Use intersection conflict warning systems (real-time warning) to warn drivers on mainline or side roads of conflicting traffic at rural intersections. • Increase pavement friction using high-friction surface treatments at intersection approaches. • Restrict or eliminate turning maneuvers at intersections that create conflicts for drivers, pedestrians, and/or bicyclists. • Restrict access to properties/driveways adjacent to intersections using closures or turn restrictions.
Infrastructure Treatments: Traffic Signal Improvements 	• Install emergency vehicle signal preemption. • Modify signal phasing to implement a leading pedestrian interval. Add bicycle traffic signals where bike lanes are installed. • Implement flashing yellow arrows at signals. • Optimize traffic signal clearance intervals, including consideration for leading pedestrian intervals. • Coordinate arterial signals.

STRATEGY	COUNTERMEASURES
Infrastructure Treatments: Intersection Visibility Improvements 	• Increase sight distance (visibility) of intersections on approaches such as applying daylighting treatments (e.g., markings, curb bulb outs) and increasing vegetation management. • Add retroreflective borders to traffic signal head back plates. • Increase the visibility of signals and signs at intersections. • Add lighting, including pedestrian-scale lighting. • Install retroreflective markings and pavement treatments to enhance visibility at night.
Behavioral Strategies 	• Support and educate the public on the safety advantages of using emerging technologies such as intelligent transportation systems and connected vehicles. • Use TxHSO Law Enforcement Liaisons to improve participation from law enforcement in conducting high-visibility enforcement to address red light running. • Conduct focused intersection enforcement patrols with high-visibility behavioral campaigns (e.g., impaired driving, occupant protection, distracted driving). • Encourage the use of coordinated high-visibility enforcement activities addressing high-risk driving behavior, particularly on weekends and evenings for alcohol and drug-related crashes. • Conduct impaired driving training for law enforcement personnel, including Drug Recognition Expert (DRE) and Advanced Roadside Impaired Driving Enforcement (ARIDE) training programs.
Policy Recommendations 	• Develop an Intersection Control Evaluation (ICE) policy consistent with TxDOT's ICE framework to determine appropriate intersection improvements. • Develop a traffic calming program. • Follow FHWA and TxDOT guidance for adaptive signal control to improve traffic flow and emergency response.

Vulnerable Road User Safety Countermeasures

Vulnerable road users include pedestrians and pedalcyclists. Pedestrians accounted for 88 fatal and serious crashes, and pedalcyclists accounted for 41 fatal and serious injury crashes within Williamson County from 2019 to 2023. **Table 4** provides a list of recommended countermeasures to improve the safety of vulnerable road users.



NOTE: Pedestrian and Bicyclist Safety Countermeasures are also used in the segment and intersection countermeasures.

TABLE 4: RECOMMENDED VULNERABLE ROAD USER SAFETY COUNTERMEASURES

STRATEGY	COUNTERMEASURES
Infrastructure Treatments: Enhance Pedestrian and Bicycle Crossings 	- Update existing or develop new pedestrian crossings with additional features such as marked crosswalks, rectangular rapid flashing beacons, curb extensions, raised crosswalks, or advanced warnings. - Increase sight distance and visibility at pedestrian and bicyclist crossings by clearing vegetation, extending crossing times, adding pedestrian and bicyclist leading intervals, and/or adding pedestrian-scale illumination. At mid-block locations, provide adequate distance between stop bars and the crossing; apply speed management as needed to provide sufficient stopping time for motorists; and consider the use of raised crossings. - Add refuge islands and raised pedestrian and bicyclist crossings and shorten crossing distances with bicycle-friendly curb extensions or daylighting treatments where these crosswalk enhancements are needed.
Infrastructure Treatments: Improve Lighting 	Illuminate crosswalks with positive contrast to make it easier for a driver to identify the pedestrian visually.
Infrastructure Treatments: Roadway Reconfiguration 	- Reduce the number of travel lanes, assess posted speed limit, narrow travel lanes, and install separated bicycle and pedestrian facilities in areas with high multi-modal use. - Install center and/or bicycle-friendly edge line rumble strips. - Install separated pedestrian facilities (sidewalks and multi-use paths), especially in urban areas and adjacent to schools, bus stops, and school walk areas. Right-size the facilities to the projected pedestrian and pedalcyclist demand.

STRATEGY	COUNTERMEASURES
Infrastructure Treatments: Intersection Improvements Designed for Active Transportation User Safety 	• Install left turn lanes designed and operated with explicit consideration for safety of active transportation users. • Restrict or eliminate turning maneuvers at intersections that create conflicts for drivers, pedestrians, and/or bicyclists. • At traffic signals, add bicycle signal heads and provide a leading signal interval. At intersections, install colored bicycle boxes where appropriate for bicycle movements.
Infrastructure Treatments: Separated Pedestrian/Bicycle Facilities 	• Remove permissive left turn signals that conflict with pedestrian/bicyclist movements, eliminate right turn on red at signals, and provide protected signal phases for pedestrian/bicyclist movements. • Install separated pedestrian and bicycle facilities such as sidewalks, buffered or protected bike lanes, shared use paths, and regional trails. Right-size the facilities to the projected pedestrian and pedalcyclist demand. • Add a delay between pedestrian walk phase and vehicle green phase.

STRATEGY	COUNTERMEASURES
Behavioral Strategies 	• Educate the public about the need to be self-aware when traveling and be conspicuous, particularly when walking or biking. Encourage the public to wear bright-colored clothing and carry a flashlight. Provide reflective tapes and materials to the public. • Partner with local law enforcement to conduct high-visibility speed enforcement in and around school zones during start and end times. • Use dynamic speed feedback signs in school zones during start and end times. • Promote public awareness of vulnerable user safety issues, contributory circumstances, and provide education/ training for pedestrians, bicyclists, and motorists of all ages on ways to avoid crashes. • Coordinate and support vulnerable road user safety and enforcement by law enforcement to conduct high-visibility enforcement of bicyclists, pedestrians, and motorists who are violating traffic safety laws that may endanger them or other multi-modal travelers. • Disseminate outreach materials and provide training to educate the public and law enforcement personnel on new traffic control device installations, such as Pedestrian Hybrid Beacons (HAWK signals).

STRATEGY	COUNTERMEASURES
Policy Recommendations 	• Increase enforcement strategies (speed feedback signs, high-visibility enforcement, etc.) that comply with Texas state laws regarding speeding within a school zone. • Develop a policy to include crash data analysis and community input involving vulnerable road users in Central Texas to identify specific needs and concerns. • Develop initiatives to improve safety for vulnerable road users and adhere to TxDOT's design standards and national best practices. These include pedestrian countdown signals, protected bike lanes, and public engagement campaigns. • Develop a Complete Streets policy to enhance the pedestrian/bicyclist environment along roadways with higher-than-normal pedestrian/bicyclist activity. • Consider developing a policy based on TxDOT's methodologies for assessing pedestrian and bicyclist level of traffic stress (LTS). • Develop a plan to assess existing Americans with Disabilities Act (ADA) and TxDOT's accessibility guidelines to prioritize improvements in areas with high ped/bike activity and documented accessibility issues. • Develop a policy in accordance with TxDOT's guidelines on truck routes and consider local ordinances for designated truck routes to identify areas where freight routes and ped/bike paths intersect and implement measures such as designated truck lanes or time-based restrictions. • Develop a program that collaborates with local schools and parent-teacher associations to identify areas for enhanced safety improvements (e.g., rectangular rapid flashing beacons, speed feedback signs). • Develop a program that follows national best practices for traffic calming guidelines.

Systemic Safety Countermeasure Packages

Systemic safety countermeasure packages are a proactive approach to eliminating traffic fatalities and serious injuries. Unlike traditional safety measures that react to past crashes, systemic safety focuses on identifying and addressing high-risk factors before crashes occur. By analyzing roadway design, traffic patterns, and human behavior, these improvements implement proven countermeasures to create safer streets for all users. Emphasizing data-driven decision-making, systemic safety projects aim to build a transportation network where mistakes do not result in severe harm, ultimately advancing the goal of zero traffic deaths.

For example, a package of systemic treatments to improve safety at rural stop-controlled intersections could include several of the following HSIP-eligible countermeasures:

- Install Overhead Signs
- Install Advanced Warning Signals (Intersection - Existing Warning Signs)
- Install Advanced Warning Signals and Signs (Intersection)
- Install Advanced Warning Signs (Intersection)
- Install Flashing or LED-embedded Stop Signs
- Install Pavement Markings

This combination of treatments addresses crash patterns in which drivers fail to stop, including angle, turning vehicle, and rear-end crashes.

Appendix D outlines the systemic safety countermeasure packages for Williamson County, organized by Texas Road to Zero Emphasis Area. Where several safety countermeasures can be applied to a location with common characteristics, packages of treatments are proposed that can be applied in combination to produce a more comprehensive safety project.

Targeted Improvement Development and Prioritization

This section describes the development of targeted safety improvements and prioritization of those improvements.

Targeted Improvement Development

Targeted safety improvements focus on locations within the high injury network where the severity and frequency of crashes are most concentrated. By prioritizing these high-risk areas, these improvements aim to deliver immediate, life-saving interventions where they are needed most. Using crash data, local knowledge, and community input, proven countermeasures are recommended to mitigate safety risks. These improvements were developed for many of the highest-ranking corridors and intersections within the Williamson County High Injury Network and other locations identified by the Task Force and the public. The location of each targeted improvement is shown in **Figure 12** for corridors and **Figure 13** for intersections and spot locations. The corresponding improvement list with descriptions are included in **Table 5** for corridors and **Table 6** for intersections.

Prioritization

This section outlines the Prioritization Criteria Process to guide the implementation of safety-driven infrastructure improvements within Williamson County. The prioritization criteria are tailored towards selecting the most beneficial safety projects that implement the vision of the Williamson County Safety Action Plan.

The criteria are also intended to be a helpful framework for ranking identified safety projects to use multiple funding sources through local, regional, statewide, and national programs. Through prioritization, Williamson County and its partner agencies can employ data-driven decision-making regarding the allocation of limited funds to address the most prominent safety issues and support the County in moving towards zero traffic fatalities and serious injuries.

Each improvement is evaluated based on a set of **five criteria**:

1. **Crash Reduction Potential**, estimates the potential for crash reduction, with greater weight given to projects addressing more severe and numerous crashes.
2. **Cost Estimate**, categorizes projects based on high-level ballpark estimated costs, providing a sense of financial investment and a proxy for constructability.
3. **Vulnerable Road Users Benefits**, assesses the project's ability to improve safety for pedestrians and cyclists, the most vulnerable road users facing the highest risk of serious or fatal crashes. Pedestrian and bicycle crashes are also often underreported, highlighting the importance of prioritizing projects for these users to address unrecorded safety risks.
4. **Underserved Communities Benefits**, prioritizes projects benefiting underserved or vulnerable communities.
5. **Readiness Level**, evaluates the project's readiness for implementation, considering design status and funding availability.

After evaluating projects based on the prioritization criteria, each improvement receives a total score by summing the points across all five criteria. The total score comprehensively measures the improvement's overall benefit, feasibility, and alignment with County goals.

Improvements are grouped into a three-tiered system, the thresholds for each tier were determined using natural breaks in the score distribution. Tier 1 is the highest priority, Tier 2 is medium priority, and Tier 3 is lower priority. This approach supports effective resource allocation, focusing on improvements that best use safety funding to reduce fatal and serious injury crashes in Williamson County while maintaining flexibility in implementation.

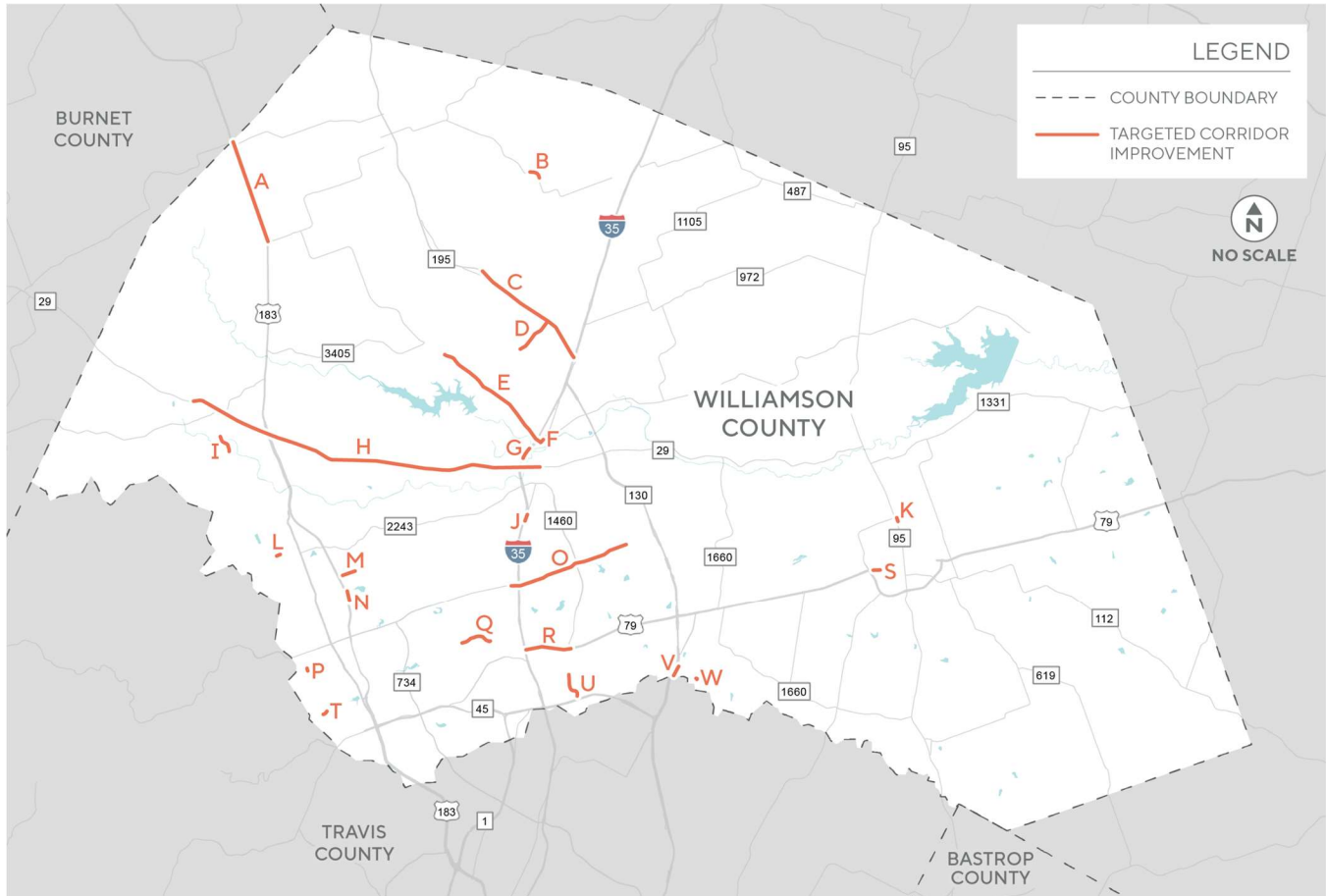


FIGURE 12: TARGETED IMPROVEMENT LOCATIONS - CORRIDORS

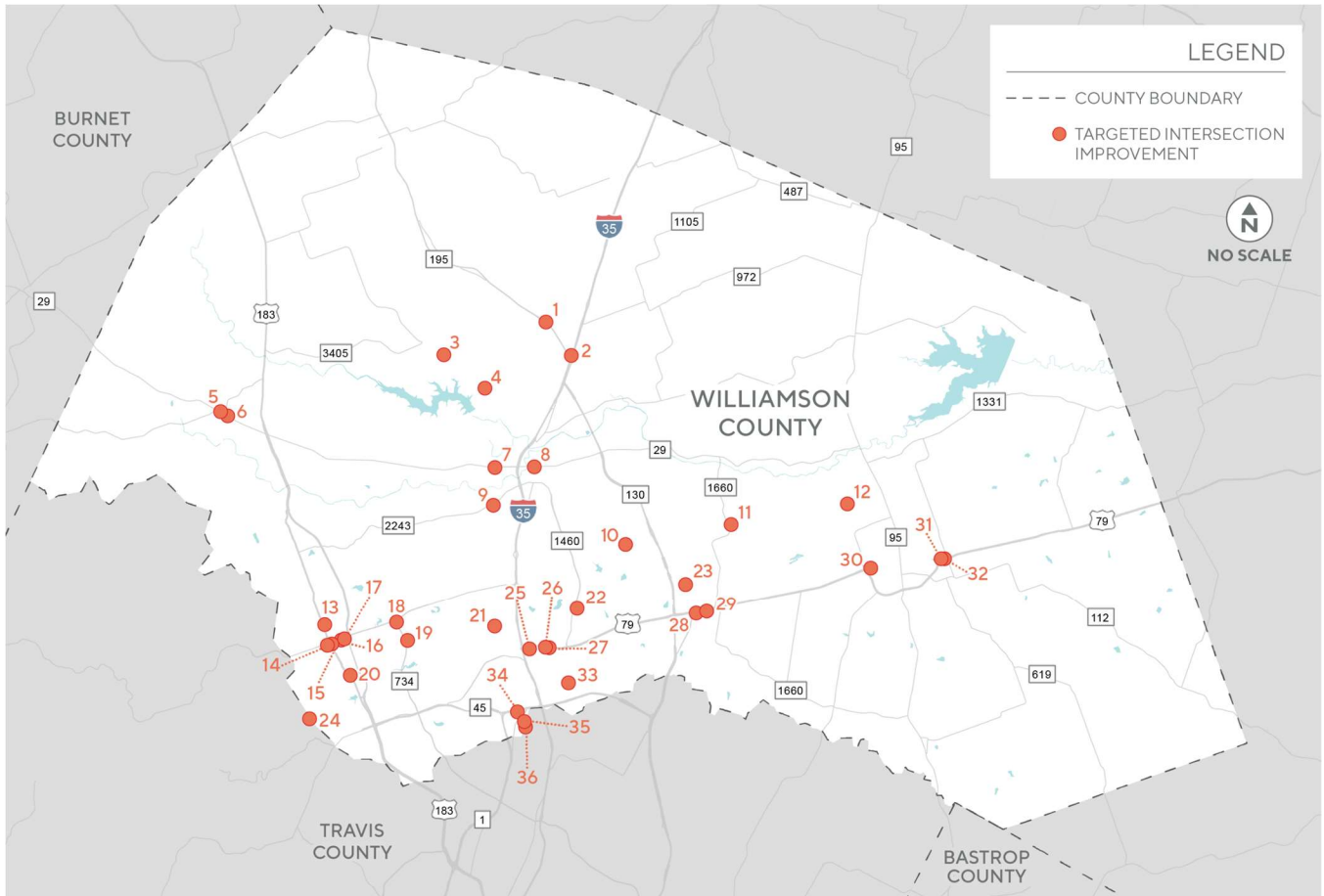


FIGURE 13: TARGETED IMPROVEMENT LOCATIONS - INTERSECTIONS/SPOT LOCATIONS

TABLE 5: LIST OF TARGETED CORRIDOR IMPROVEMENTS

ID	ROADWAY NAME	LIMITS FROM	LIMITS TO	IMPROVEMENT DESCRIPTION	SAFETY ISSUES	LEAD AGENCY	TIER
A	US 183	FM 970	Williamson County Line	Add centerline rumble strips and refresh edgeline rumble strips, add roadway safety lighting, widen shoulder.	Angle, Head-on	TxDOT	Tier 3
B	FM 487	Spears Ranch Road	CR 234	Add curve advisory signs and chevrons.	Roadway and Lane Departure, Speed Management	TxDOT	Tier 3
C	SH 195	Ronald Reagan Boulevard	IH 35	Add rumble strips and roadway lighting. Install wrong-way detection system. Replace "signal ahead" warning sign with roadside flashing beacon and "signal ahead" warning sign at IH 35.	Roadway and Lane Departure, Dark Conditions	TxDOT	Tier 2
D	Shell Road	Shell Spur	SH 195	Add edge line and center line rumble strips. Widen paved shoulder.	Roadway and Lane Departure	Williamson County	Tier 3
E	Williams Drive	Jim Hogg Road	Austin Avenue	Add raised median with strategically placed hooded lefts, raised profile lane line markings, raised profile markers, safety treat fixed objects, and roadway lighting.	Angle Crashes, Roadway and Lane Departure, Dark Conditions	Georgetown	Tier 2
F	Austin Avenue	Williams Drive	Approximately 0.2 miles north of Williams Drive	Add a raised median with hooded lefts.	Angle Crashes, Pedestrian/Bicyclist Crashes	Georgetown	Tier 3
G	IH 35 Southbound Frontage Road	Rivery Blvd	River Hills Dr	Add roadway lighting.	Dark Conditions	TxDOT	Tier 2

ID	ROADWAY NAME	LIMITS FROM	LIMITS TO	IMPROVEMENT DESCRIPTION	SAFETY ISSUES	LEAD AGENCY	TIER
H	SH 29/University Avenue	CR 200/LP 332	South Austin Avenue	Add raised median at strategic locations. Add rumble strips. Fill sidewalk gaps at strategic locations. Add chevrons, curve ahead/speed advisory signs. Widen shoulder and extend the guardrail around curve (safety treat fixed objects).	Speed Management, Roadway and Lane Departure, Pedestrian/Bicyclist Crashes	TxDOT	Tier 3
I	CR 279	S-curve on either side of the bridge crossing the South Fork San Gabriel River	-	Add curve advisory signs and chevrons. Add rumble strips where they do not exist. Widen paved shoulder.	Angle Crashes	Williamson County	Tier 3
J	IH 35 Southbound	Southwest Bypass Entrance Ramp	Approximately 0.5 miles south of Entrance Ramp	Relocate southbound entrance ramp farther from Southwest Bypass, approximately 3,000 ft. south from its current location.	Roadway and Lane Departure, Rear End Crashes Unsafe weaving	TxDOT	Tier 3
K	SH 95	Carlos G Parker Boulevard	Approximately 0.1 miles south of Carlos G Parker Boulevard	Fill sidewalk gap.	Roadway and Lane Departure, Dark Conditions	TxDOT	Tier 3
L	Hero Way	Bagdad Road	Approximately 0.3 miles east of Bagdad Road	Extend raised median.	Roadway and Lane Departure, Dark Conditions	Leander	Tier 3
M	Crystal Falls Parkway	US 183A	Ridgmar Road	Close cross-overs where possible and align left-turns for a positive offset where possible. Add roadway lighting.	Angle Crashes	Leander	Tier 3
N	US 183A Northbound Frontage Road	Volta Drive	North of Scottsdale Drive	Add a speed limit sign near the exit ramp. Add guardrail on the east side of the roadway.	Roadway and Lane Departure	TxDOT	Tier 3

ID	ROADWAY NAME	LIMITS FROM	LIMITS TO	IMPROVEMENT DESCRIPTION	SAFETY ISSUES	LEAD AGENCY	TIER
O	FM 1431/University Boulevard	Railroad tracks west of IH 35	CR 110	Add rumble strips and median cable barrier at strategic locations.	Angle Crashes, Rear End Crashes, Pedestrian/Bicyclist Crashes	TxDOT	Tier 3
P	Lakeline Boulevard	Cedar Park Drive	West Park Street	Add raised profile markings.	Roadway and Lane Departure	Cedar Park	Tier 3
Q	Hairy Man Road	Great Oaks Drive	Creek Bend Blvd	Add additional guardrail and remove trees from clear zone where applicable.	Head On Crashes, Rear End Crashes	Williamson County	Tier 3
R	US 79	IH 35	AW Grimes Boulevard	Fill sidewalk gaps.	Pedestrian/Bicyclist Crashes, Head On Crashes	TxDOT	Tier 1
S	US 79	Carlos G Parker Boulevard	Sloan Street	Add raised median with strategically placed hooded lefts.	Angle Crashes	Taylor	Tier 3
T	Cypress Creek Road	Sun Chase Boulevard	Lakeline Boulevard	Add edgeline delineators. Evaluate speed limit using USLIMITS2.	Angle Crashes, Pedestrian/Bicyclist Crashes	Cedar Park	Tier 3
U	AW Grimes Boulevard	Thompson Trail	SH 45N	Add chevrons and curve ahead/speed advisory signs. Extend median to create hooded lefts.	Speed Management, Roadway and Lane Departure	Round Rock	Tier 3
V	SH 130 Northbound Frontage Road	CR 138	FM 685	Add rumble strips. Add channelization at driveways to prevent wrong-way turns.	Roadway and Lane Departure	TxDOT	Tier 3
W	CR 138	West of Spring Valley St	-	Add/replace curve advisory signs and chevrons.	Roadway and Lane Departure	Williamson County	Tier 3

TABLE 6: LIST OF TARGETED INTERSECTION/SPOT LOCATION IMPROVEMENTS

ID	LOCATION	IMPROVEMENT DESCRIPTION	LEAD AGENCY	TIER
1	SH 195 and Shell Rd	- Signal head backplates - Additional intersection signage - Signal head improvements	TxDOT	Tier 2
2	South of SH 195 at IH 35 SBFR	Replace "signal ahead" warning sign with roadside flashing beacon with "signal ahead" warning sign	TxDOT	Tier 3
3	Williams Dr and Jim Hogg Dr	- Signal head backplates - Pavement marking improvements - Signal timing evaluation	Georgetown	Tier 3
4	DB Wood Rd and Williams Dr	- Supplemental signal heads - Additional intersection signage - Intersection lighting - Signal head backplates	Georgetown	Tier 1
5	SH 29 at Ranch Road 1869	- Add pedestrian signals and crosswalks to existing signal - Signal timing evaluation - Pavement marking improvements - Signal head backplates	TxDOT, Liberty Hill	Tier 1
6	SH-29 at Main St	Evaluate a pedestrian hybrid beacon	TxDOT, Liberty Hill	Tier 3
7	University Ave and DB Wood Rd	- Signal head backplates - Additional intersection signage	TxDOT, Georgetown	Tier 3
8	W University Ave at Hart St	Evaluate a pedestrian hybrid beacon	TxDOT, Georgetown	Tier 3
9	Leander Rd and Southwest Bypass	- Signal head backplates - Replace "signal ahead" warning sign with roadside flashing beacon with "signal ahead" warning sign - Additional intersection signage	TxDOT, Georgetown	Tier 2
10	University Blvd and CR 110	- Signal head backplates - Pavement marking improvements	Round Rock	Tier 2
11	FM 1660 and Chandler Rd	- Pavement marking improvements - Roadside flashing beacons	TxDOT, Hutto	Tier 2
12	CR 366 and Chandler Rd	Evaluate a new traffic signal	Taylor	Tier 3
13	New Hope Dr and Bell Blvd	- Additional intersection signage - Signal timing evaluation - Signal head backplates	Cedar Park	Tier 1
14	W Whitestone Blvd at Walton Way	Signal timing evaluation	TxDOT, Cedar Park	Tier 3
15	W Whitestone Blvd at US 183	- Signal timing evaluation - Evaluate Leading Pedestrian Interval (LPI) - Additional signage at intersection	TxDOT	Tier 2
16	E Whitestone Blvd and Quest Pkwy	Realign left turn lanes to improve sight distance	TxDOT, Cedar Park	Tier 3

ID	LOCATION	IMPROVEMENT DESCRIPTION	LEAD AGENCY	TIER
17	E Whitestone Blvd and Discovery Blvd	Evaluate LPI	TxDOT, Cedar Park	Tier 3
18	Whitestone Blvd at Parmer Ln	Supplemental signal heads	TxDOT	Tier 3
19	Parmer Ln at Ranch Trails/Kenal Dr	- Supplemental signal heads - Intersection lighting	Cedar Park	Tier 2
20	Cypress Creek Rd and Bell Blvd	- Supplemental signal heads - Signal head backplates	TxDOT, Cedar Park	Tier 3
21	Old Settlers Blvd and Creek Bend Blvd	- Signal timing evaluation - Signal head backplates - Intersection lighting	Round Rock	Tier 2
22	Grimes Blvd and Old Settlers Blvd	- Signal head backplates - Pavement marking improvements - Supplemental signal heads - Additional signage at intersection	TxDOT, Round Rock	Tier 1
23	CR 108 and Limmer Loop	- Adjust pavement markings to create a left-turn lane - Roadside flashing beacons - Intersection lighting - Evaluate a new traffic signal	Hutto	Tier 1
24	Cypress Creek Rd at El Sol Dr	Evaluate a roundabout	Cedar Park	Tier 3
25	US 79 (650 ft) west of Palm Valley and Mays St (At U-Turn)	Close median opening and facilitate u-turns at adjacent signalized intersections	TxDOT	Tier 2
26	US 79 at Egger Ave	Pedestrian crosswalk	TxDOT, Round Rock	Tier 2
27	US 79 at Georgetown St	- Pedestrian crosswalk - Evaluate LPI - Intersection lighting - Pavement marking improvements	TxDOT, Round Rock	Tier 1
28	US 79 and Chris Kelley Blvd / Ed Schmidt Blvd	- Supplemental signal heads - Evaluate LPI - Signal timing improvements - Intersection lighting - Additional signage at intersection	TxDOT, Hutto	Tier 1
29	US 79 at Exchange Blvd	Signal timing evaluation	TxDOT, Hutto	Tier 3
30	Carlos G Parker Blvd Northbound to Westbound US 79 Loop	Add chevrons to curve	TxDOT	Tier 3
31	Loop from US 79 to Carlos G Parker Blvd	Add chevrons to curve	TxDOT	Tier 3

ID	LOCATION	IMPROVEMENT DESCRIPTION	LEAD AGENCY	TIER
32	Loop from Carlos G Parker Blvd to US 79	• Add chevrons to curve	TxDOT	Tier 3
33	Gattis School Rd and Grimes Blvd	• Signal head backplates • Pavement marking improvements	Round Rock	Tier 2
34	SH 45 Toll and CR 172	• Signal head backplates • Additional intersection signage • Intersection lighting • Signal ahead roadside flashing beacon • Pavement marking improvements	TxDOT, Williamson County	Tier 1
35	600 ft North of Grand Avenue Pkwy and Quick Hill Rd on Quick Hill Rd	• Evaluate a rectangular rapid flashing beacon	Williamson County	Tier 3
36	Grand Avenue Pkwy and Quick Hill Rd	• Pedestrian crosswalk • Additional intersection signage • Evaluate a roundabout	Williamson County	Tier 3

Implementation Plan

The suggested improvements, proposed safety countermeasures, and recommended policy updates identified in the Williamson County SAP require guidance and transparency. The County SAP Implementation Plan includes a general approach to different funding sources for implementing the project strategies, methods for championing and achieving policy updates, and a method to measure and monitor progress in reaching the Road to Zero goal.

Funding Safety Improvements

To be awarded funding from most sources, the suggested improvements, safety countermeasures, and policy updates need to be identified in a publicly available document, which this SAP accomplishes. The suggested improvements and project strategies in this plan are more likely to be awarded funding if they are included in other plans or programs, such as local agency long-range transportation plans or a transportation/capital improvement program. Incorporating the identified improvements in other areas allows the agency to cast a wider net for funding sources.

Funding to help implement the suggested project strategies and improvements and to advocate and enact policy updates can come from various federal, regional, state, and local sources. State funding for roadway safety improvements include, but are not limited to, programs such as the Highway Safety Improvement Program and Transportation Alternatives (TA) set-aside program. Regionally, agencies can apply for funding from sources such as the CAMPO call for projects. Improvements identified in this SAP can also be used to apply for federal funds from programs such as the federal Safe Streets and Roads for All Grant Program.

Championing Policy Changes

Policy changes and adoption can become an unexpected uphill battle, frequently shouldered by the most passionate advocates who find themselves fighting for these changes seemingly alone. The updates to roadway safety policies in Williamson County require fierce championing and cross collaboration within agencies and departments such as planning departments, public works departments, zoning departments, public health departments, transit agencies, school district boards, and city council members, to name a few.

Task Force members can help achieve the Road to Zero goal in the County and propel these policy changes locally. Task Force members can:

- Identify a governing body and/or official, ideally one that advocates transportation or roadway safety.
- Contact the governing body and/or official about the SAP, inform them of policy improvements identified in the plan, and encourage the legislation and development and adoption of the policy update(s).
- Publicly promote the policy update(s) with other advocates.
- Facilitate a public commitment to achieving the county's Road to Zero goal through the various policy updates.

Measuring & Monitoring Progress

CAMPO is developing a process for monitoring the implementation of the suggested improvements, safety countermeasures, and policy updates to measure the projects' effectiveness and desired outcomes. Member jurisdictions of Williamson County can continue to work with CAMPO to measure and monitor progress. This process will measure the outcomes of the SAP goals and objectives (i.e., the number and severity of roadway crashes in the county) in achieving the Road to Zero goal.



CAPITAL AREA METROPOLITAN
PLANNING ORGANIZATION

APPENDIX

CONTENTS

APPENDIX A: WILLIAMSON COUNTY SAFETY ANALYSIS TECHNICAL MEMORANDUM

APPENDIX B: WILLIAMSON COUNTY POLICY RECOMMENDATIONS TECHNICAL MEMORANDUM

APPENDIX C: WILLIAMSON COUNTY SAFETY COUNTERMEASURES TECHNICAL MEMORANDUM

APPENDIX D: WILLIAMSON COUNTY SYSTEMIC SAFETY PACKAGES





Appendix A

WILLIAMSON COUNTY SAFETY ANALYSIS TECHNICAL MEMORANDUM

WILLIAMSON COUNTY SAFETY ANALYSIS

TECHNICAL MEMORANDUM

Introduction

Improving the safety of Williamson County roadways is imperative to the Capital Area Metropolitan Organization (CAMPO), local agencies, and the community. CAMPO is developing a county-level safety action plan (SAP) for Williamson County, including local agencies and other partners within the county. The Williamson County SAP will roll into the greater Regional Safety Action Plan (RSAP) that CAMPO is conducting concurrently. The safety analysis aims to provide key observations about the state of safety and recommend targeted safety improvements in Williamson County.

This report summarizes the historical crash analysis, the systemic safety analysis, and the development of a hotspot and high-injury network (HIN) for Williamson County. This county-level analysis considers all roadway classes, including local roads (i.e., the analysis is not constrained by the regional significance thresholds defined in the 2045 Regional Transportation Plan). Crash data from the most recent five years (2019 – 2023) was obtained for Williamson County, and crash patterns by severity, lighting condition, weather condition, intersections, impaired driving and many other contributing factors were studied and presented in this report. Analyzing crash patterns by contributing factors helps identify focus areas that are areas of high potential safety risks in Williamson County. These findings are presented in a systemic analysis that allows the project team to identify location characteristics that are more susceptible to fatal and serious injuries. Hotspot and high injury network development enables the project team to geospatially locate safety issues related to the high risk of fatal and serious injuries, traffic stress for active transportation, excessive speeding, and safe transit access.

The Williamson County safety analysis follows the Texas Strategic Highway Safety Plan (SHSP) and the RSAP. The recommendations and countermeasures in this analysis aim to support local safety planning efforts to eliminate fatal and serious injury crashes and reduce crashes overall for all roadway users in the County.

Crash Analysis Methodology

Crash analysis was conducted using the most recent five years of crash data from 2019 to 2023 in Williamson County. The project team obtained crash data from the Texas Crash Records Information System (CRIS) maintained by the Texas Department of Transportation (TxDOT). Crash data was obtained in CSV file format via the public request portal available at <https://cris.dot.state.tx.us/>. The crash data consists of crashes by severity type using the KABCO scale¹: fatal injury (K), suspected serious injury (A), suspected minor injury (B), possible injury (C), non-injured (O), and unknown. This dataset also contains information on different crash contributing factors, manner of collision, date and time, and other information. This dataset relies on law enforcement reporting and may not have all the information for all the crashes. For example, hit and run crashes where the injury of the driver is unknown fall under the “unknown” crash severity type.

A roadway inventory dataset of Williamson County was downloaded from the TxDOT Geographic Information System (GIS) Portal. The crash data is overlayed on this roadway layer. This layer has information on the name, functional classification, and facility type of the roadway. As part of the systemic and high injury network analysis, crash and roadway inventory datasets were used to conduct the analysis. The crashes are associated with the respective roadway corridors that allow the project team to understand crash patterns by different roadway characteristics such as facility type, length of the corridor, etc.

As part of the HIN analysis, crashes are weighted based on the Texas Highway Safety Improvement Program (HSIP) cost per crash:

- \$4,000,000 for a fatal or suspected serious injury crash
- \$330,000 for a suspected minor injury crash

Fatal (K) and suspected serious injury (A) crashes are weighted 12 points ($\$4,000,000/\$330,000$) Suspected minor injury (B) and possible injury crashes (C) are weighted 1 point.

Historical Crash Analysis

The existing condition analysis was conducted for the whole of Williamson County and then broken down by state-owned roadways and local roadways. The state-owned roadways are freeways, ramps, and state-owned highways. The local are all other roadways excluding the state-owned ones. Crash patterns by years, severity type, and combined fatal and suspected serious injury type were studied.

STATEWIDE EMPHASIS AREAS

In the context of the Strategic Highway Safety Plan, "emphasis areas" refer to specific focus areas identified to address key safety issues on roadways. These areas are prioritized based on data analysis, crash trends, and overall safety goals. By concentrating resources and efforts on these emphasis areas, agencies aim to reduce fatalities and serious injuries more effectively.

¹ The KABCO scale, developed by the Federal Highway Administration (FHWA), is a standardized system used by law enforcement to classify traffic crash injuries, ranging from K (fatal injury), A (serious injury), B (minor injury), C (possible injury), to O (property damage only, no injury).

The Texas SHSP recommends the following emphasis areas for reducing highway fatalities and serious injuries on all public roads of Texas:

- Roadway or Lane Departures – Crashes where a vehicle departs from the traveled way by crossing an edge line, a centerline, or otherwise leaving the roadway
- Occupant Protection – Crashes involving improper or complete lack of vehicle occupant protection such as wearing a seatbelt or using a car seat for children
- Older Drivers – Crashes involving drivers 65 years old or older
- Younger Drivers – Crashes involving drivers between the ages of 15 and 20
- Speed Related – Crashes where speeding was a contributing factor
- Impaired Driving – Crashes involving drug or alcohol impairment
- Intersection Related – Crashes occurring at or near an intersection
- Distracted Driving – Crashes involving inattention or distractions such as use of a cell phone
- Pedestrian – Crashes involving pedestrians
- Pedalcyclist – Crashes involving cyclists
- Post Crash Care – Secondary, tertiary, etc. crashes occurring due to another primary crash

The project team used the Texas SHSP framework to identify crashes for the above-mentioned emphasis areas. It should be noted that there is insufficient data involving post crash care in the crash database, so this emphasis area was not analyzed in this study.

COUNTY-SPECIFIC EMPHASIS AREAS

The countywide crash trends were analyzed to capture regional emphasis areas in addition to the statewide emphasis areas. The following additional emphasis areas were identified:

- School Zones – Crashes occurring at or near schools
- Dark Conditions – Crashes occurring at night or in areas with low to no lighting
- Work Zones – Crashes occurring within road construction or maintenance areas
- Time of Day/Day of Week – Crash patterns related to the time of day and day of the week

Systemic Safety Analysis

The systemic safety approach used fatal and suspected serious injury (KA) crash data from 2019-2023, focusing on the Texas SHSP emphasis areas associated with the highest crash proportions. This data-driven methodology aimed to uncover patterns and commonalities across emphasis areas to identify the most critical crash types and their corresponding contributing factors. By analyzing these relationships, the study targeted systemic characteristics associated with high crash proportions rather than isolated hotspots, enabling a broader and more effective application of countermeasures.

To support this analysis, crash tree diagrams were developed that visualized the distribution of crashes based on characteristics such as lighting conditions, roadway type, and ownership. These diagrams highlighted focus crash types, such as crashes occurring under dark conditions, roadway and lane departures, and intersection-related incidents, alongside focus facilities like urban, rural, state-owned, and local roadways. The findings informed the recommendation of low-cost, systemic countermeasures tailored to specific crash types and facility characteristics, such as improved lighting, enhanced signage, and targeted intersection safety improvements. This proactive, systemic approach ensures that safety investments address both high-crash locations and underlying risk factors to maximize their effectiveness countywide.

High Injury Network Analysis

A vital component of regional safety analysis is the development of a high injury network that identifies areas with a high need of safety enhancements. To carry out a more localized and thorough evaluation of transportation safety issues in Williamson County, the project team created both an intersection HIN and a road segment HIN. By establishing these two networks, the team identified high-priority intersections and segments of roadways that require improvements to reduce potential safety risks.

INTERSECTION HIGH INJURY NETWORK

The following is the methodology adopted to identify intersection HIN:

1. The project team obtained crash data from TxDOT CRIS in Williamson County between 2019 and 2023.
2. The base roadway network with all roadway types was required to perform this study. The Roadway Inventory dataset from the TxDOT GIS Portal served as the base roadway linework.
3. Intersections were identified by creating points where the lines from the base roadway linework intersected, using the Unsplit Lines and Intersection GIS tools. A 10-foot tolerance was applied to ensure that intersections were accurately captured, even when lines did not fully intersect due to minor data creation errors.
4. The intersection crashes were joined by intersections created in Step 3 using the Spatial Join tool with the closest matching option. This resulted in identifying intersection crashes with geolocated intersection information.
5. The crash data with intersection information was exported to Excel to provide a summary of crashes by severity type for each intersection. This summary table was joined to the intersection layer in GIS. This resulted in intersections with information on the total number of crashes by severity type.
6. The project team followed the Texas HSIP cost per crash to weigh crashes based on severity type. Fatal (K) and suspected serious injury (A) crashes were given 12 points and suspected minor injury (B) and possible injury crashes (C) were given 1 point. No points were given to non-injured or unknown crash types. Total points for each intersection were calculated based on these weighted points. Intersections with high severity type crashes have high weighted points.
7. Through trial-and-error visualization in GIS, the project team determined that a crash weight score of 25 serves as an effective threshold for identifying high-injury intersections. This score corresponds to the equivalent of two fatal or suspected serious injury crashes (each weighted at 12) plus one suspected minor injury or possible injury crash (weighted at 1).

SEGMENT HIGH INJURY NETWORK

The project team adopted the Sliding Window methodology to identify segment HIN. A recent technical report on innovative safety analysis tools in identifying highway safety improvement projects² recommended this method to perform network screening in Texas.

Sliding Window Method

In this method, a window of a certain length is moved by incremental length along a study segment from start to end of the study segment. For each window of the segment, performance measures are calculated that are used to rank the segments.

² (N.d.). (rep.). [Statewide Implementation of Innovative Safety Analysis Tools in Identifying Highway Safety Improvement Projects: Technical Report 5-6912-01-R1](#)

Figure 1 shows an example from the technical report of conducting the sliding window method using a window length of 0.3 miles and an increment distance of 0.1 miles.

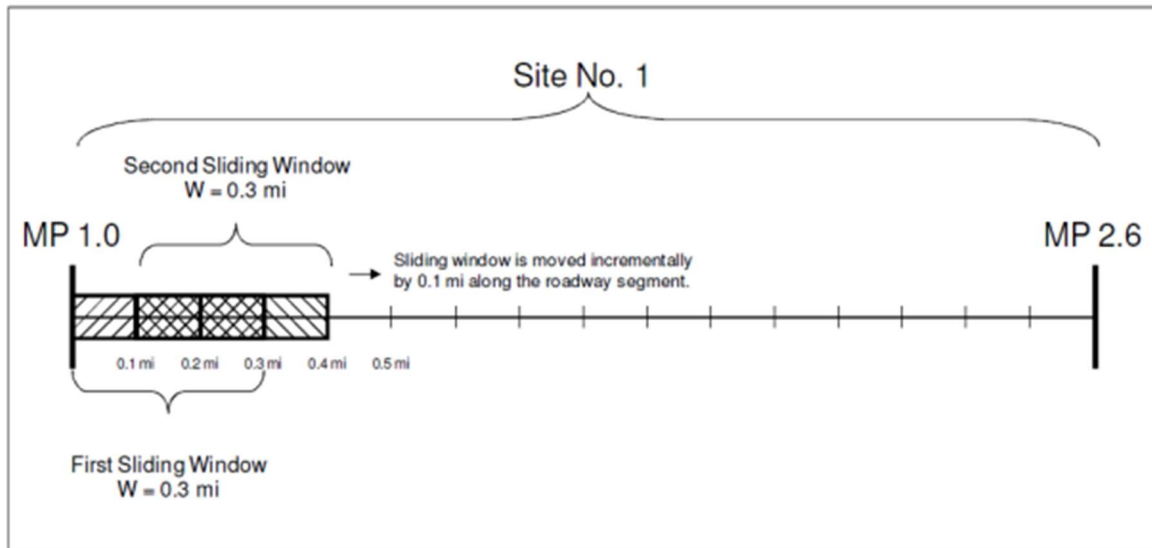


FIGURE 1: ILLUSTRATION OF THE SLIDING WINDOW METHOD

In this study, the project team, in coordination with the other counties in the CAMPO region, decided to use a window of 0.5 miles with a 0.1-mile increment. The following steps were used to perform the sliding window method:

1. The TxDOT GIS roadway layer was used as the base network roadway layer. Using the Dissolve tool, this roadway layer was dissolved based on the name and facility type of the roadway.
2. The dissolved roadway layer was used to generate points along each corridor for every 0.1 mile. This point layer was then used to split each corridor into 0.1-mile-long segments.
3. Only crashes that occurred on segments were used. These crashes were joined to the 0.1-mile segment layer. The Spatial Join tool with matching street name fields between the crash data and the centerline only layer was used. Approximately 75% of the crashes were joined to their respective roadway layer.
4. The remaining crashes that did not get joined to a roadway layer in the above step were spatially joined based on the closest matching option using a search distance of 200 feet with one-to-one mapping.
5. Once the crashes were joined by roadway layer, the table was exported to Excel. A table that summarizes the 0.1-mile segment layer's unique ID and crashes by severity was created.
6. The crash summary table was joined to the 0.1-mile segment layer. This layer now had 0.1-mile or smaller segments with information on the total number of crashes by severity type. This table was then exported to CSV file format.
7. Python coding was used to summarize the crashes by severity for five smaller segments. Five was used because it summarized crashes for 0.5 miles or less. Additional fields such as fatal and injury, equivalent injury (KA - 12, BC - 1), total crashes per mile, and equivalent injury per mile were calculated. This table was then exported to CSV file format.
8. The above table was then joined to the centerline roadway layer in GIS using the unique ID as the matching field.

Historical Crash Analysis Results

Table 1 and **Figure 2** summarize the crashes in Williamson County by year and severity for all roadway types; it should be noted that **Figure 2** does not include non-injury and unknown crashes. There were 44,668 crashes from 2019 to 2023 of which 1 percent were fatal injury type and 2 percent were suspected serious injury type crashes. There were 1,311 (3%) crashes with 'unknown' severity type. The year 2020 observed the lowest number of crashes in five years after which the crashes continued to increase every year. Since 2020, the total number of crashes increased by 41% in 2023. Overall, a consistent upward trend in the total number of crashes was observed.

TABLE 1: SUMMARY OF CRASHES (2019-2023) BY SEVERITY TYPE

YEAR	FATAL INJURY (K)	SUSPECTED SERIOUS INJURY (A)	SUSPECTED MINOR INJURY (B)	POSSIBLE INJURY (C)	NOT INJURED (O)	UNKNOWN	TOTAL
2019	41	180	991	1,176	6,142	253	8,783
2020	39	149	842	928	5,057	260	7,275
2021	48	215	1,004	1,216	6,022	266	8,771
2022	59	255	1,275	1,368	6,303	285	9,545
2023	42	245	1,495	1,314	6,951	247	10,294
TOTAL	229	1,044	5,607	6,002	30,475	1,311	44,668
%	1%	2%	13%	13%	68%	3%	100%

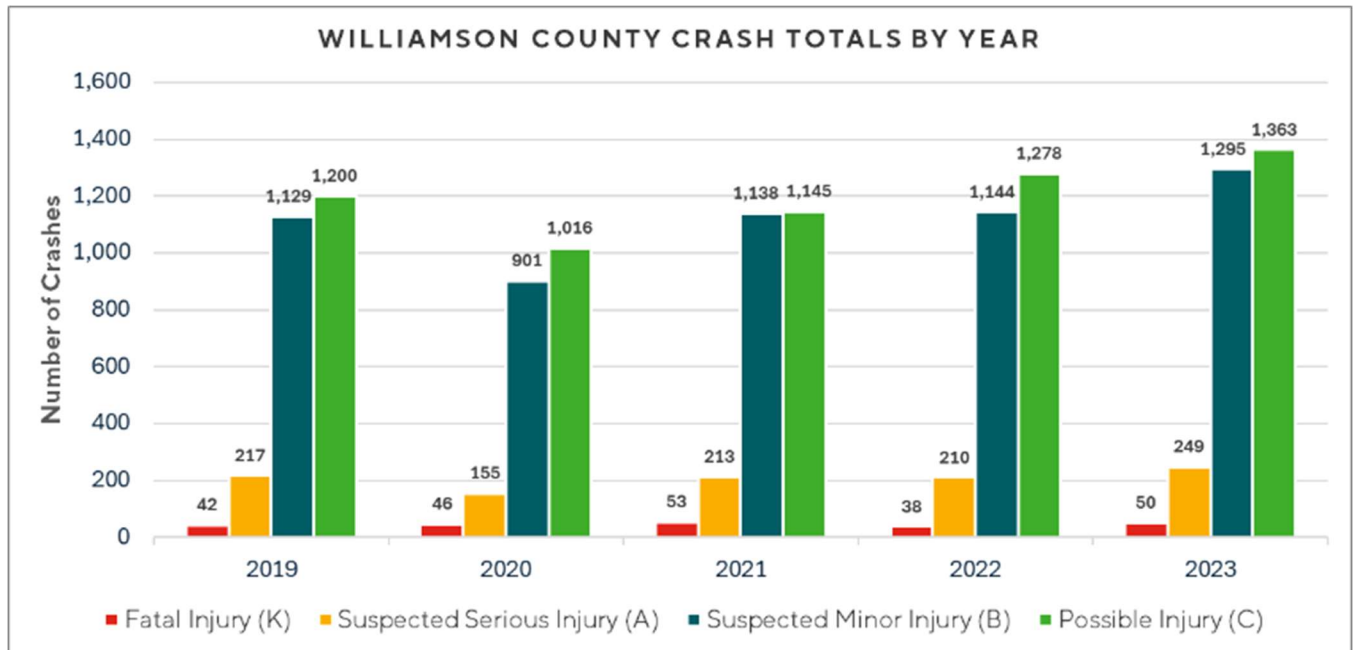


FIGURE 2: CRASHES (2019-2023) BY YEAR AND BY SEVERITY

Fatal and Serious Injury Crashes in Williamson County

The highest number of 53 fatal crashes occurred in 2021, and the lowest of 38 fatal crashes in 2022. The serious injury crashes show a consistent upward trend, increasing from 217 serious injury crashes in 2019 to 249 in 2023. **Figure 3** presents the crash trend of fatal and suspected serious injury crashes and **Figure 4** summarizes fatal and serious injury crashes by crash type in Williamson County from 2019 to 2023.

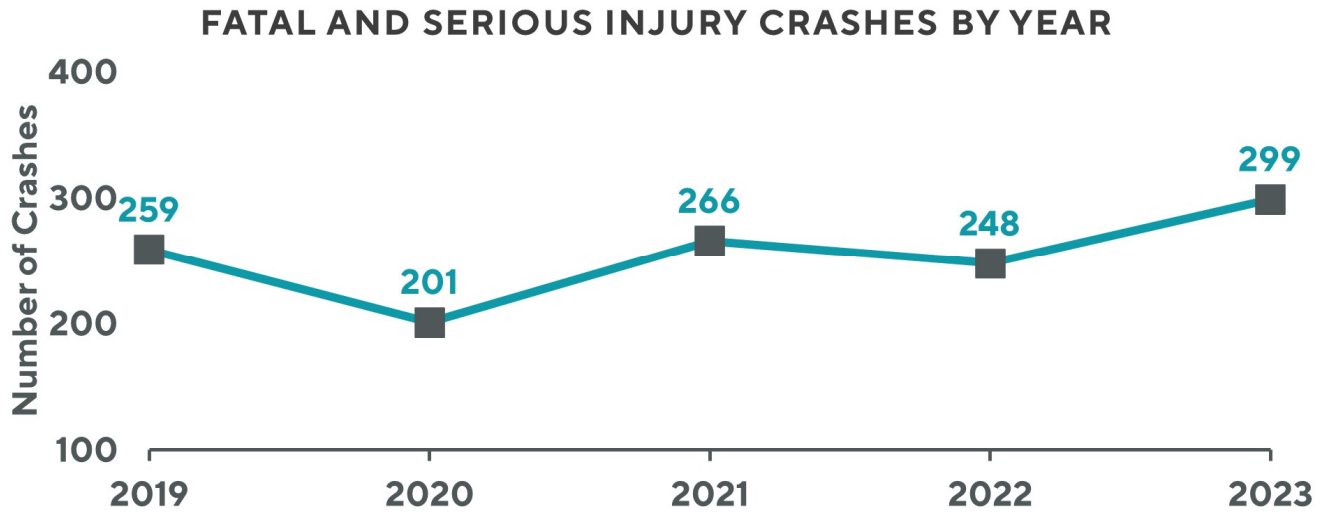


FIGURE 3: FATAL (K) AND SUSPECTED SERIOUS INJURY (A) CRASHES (2019-2023) BY YEAR

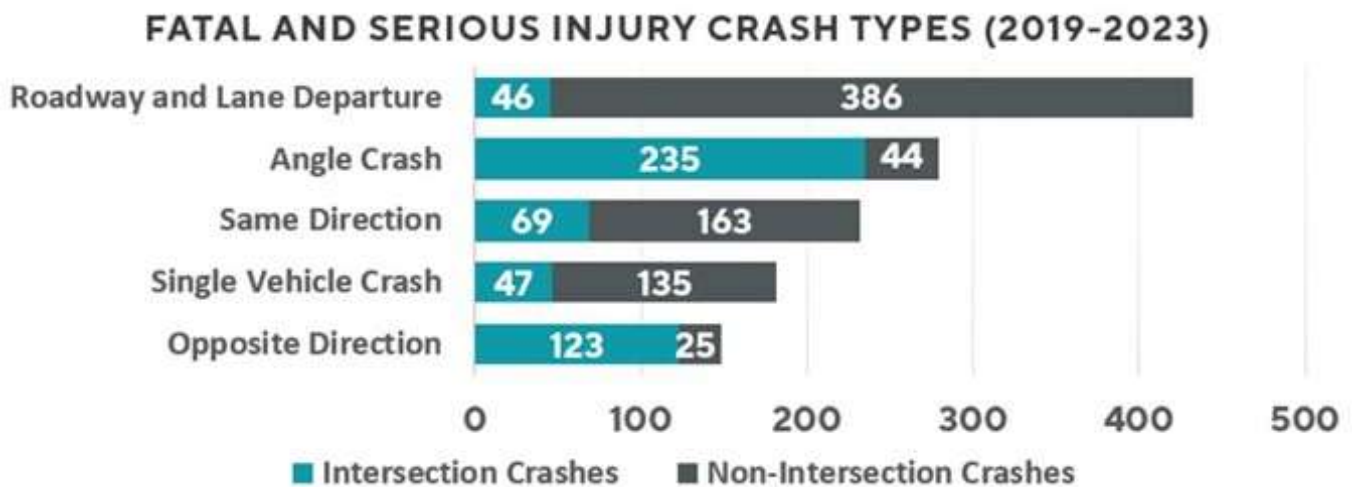


FIGURE 4: FATAL AND SERIOUS INJURY CRASHES BY TYPE (2019 - 2023)

Crash Analysis by Other Factors

Figure 5 presents percentage distribution of crashes for lighting condition, weather condition, and road surface condition. More than 70 percent of crashes occurred in daylight, clear sky, and dry road surface condition. The percentage of combined KA crashes was higher in dark condition.

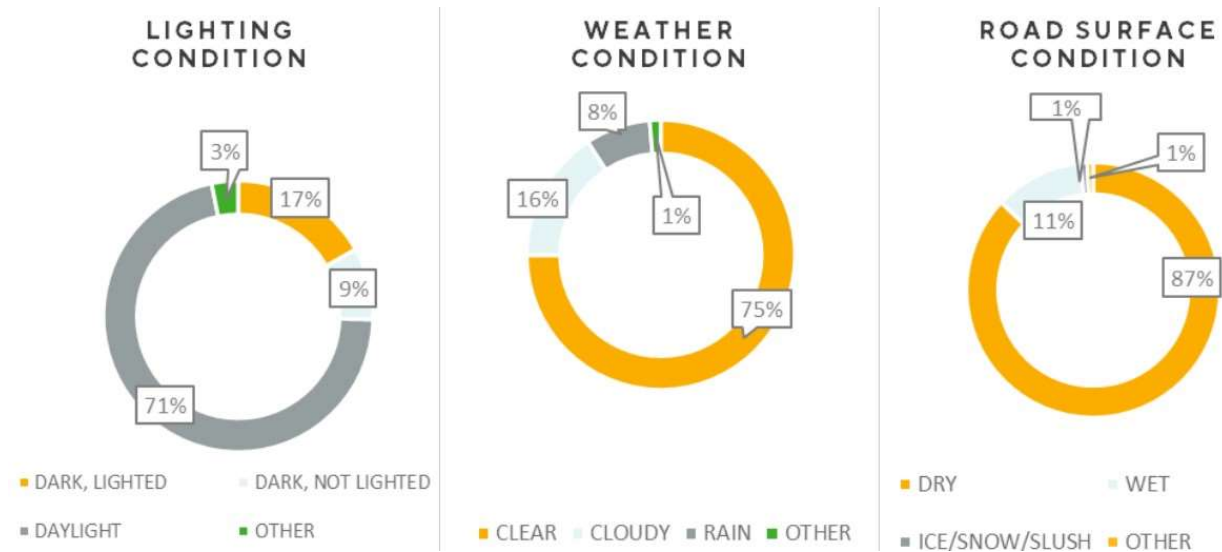


FIGURE 5: LIGHTING, WEATHER, AND ROAD SURFACE CONDITIONS FOR CRASHES IN WILLIAMSON COUNTY (2019 - 2023)

Table 2 summarizes the number of crashes by crash type in Williamson County from 2019 to 2023, including fatal and serious injury crashes in particular.

TABLE 2: SUMMARY OF CRASHES (2019-2023) BY CRASH TYPES

CRASH TYPE	NO. OF CRASHES	%	KA	%KA
SAME DIRECTION	18,968	42%	232	18%
ANGLE CRASH	10,057	23%	279	22%
ROADWAY AND LANE DEPARTURE	7,367	16%	432	34%
OPPOSITE DIRECTION	4,272	10%	148	12%
SINGLE VEHICLE CRASH	3,693	8%	182	14%
OTHER	311	1%	0	0%
TOTAL	44,668	100%	1273	100%

The crash types were further analyzed by crash contributing factors. In the crash database, there were more than 70 contributing factors, which were aggregated into 14 categories. **Table 3** presents a summary of crashes by crash types and contributing factors.

Overall, speed related, failure to yield right of way, aggressive driving, and distracted driving contribute to 80% of crashes in Williamson County. Speed related (45%) was a major contributing factor for same direction crash types. More than 90% of the angle and opposite direction crash types occurred at intersections; failure to yield right of way was the major contributing factor for these two crash types. Aggressive driving and distracted driving were the third and fourth highest contributing factors; the majority of these were same direction crash types.

TABLE 3: SUMMARY OF CRASHES (2019-2023) BY CRASH TYPES AND CRASH CONTRIBUTING FACTORS

CONTRIBUTING FACTORS	SAME DIRECTION	ANGLE CRASH	ROADWAY AND LANE DEPARTURE	OPPOSITE DIRECTION	SINGLE VEHICLE CRASH	OTHER	TOTAL	(%)
SPEED RELATED	8,590	258	2,066	49	362	13	11,338	25%
FAILED TO YIELD ROW	103	5,020	39	2,588	115	13	7,878	18%
AGGRESSIVE DRIVING	4,233	586	687	266	141	6	5,919	13%
DRIVER DISTRACTION	2,389	905	1,056	290	690	36	5,366	12%
OTHER	1,298	720	1,202	456	985	195	4,856	11%
NONE	1,108	511	535	231	638	35	3,058	7%
DISREGARD TRAFFIC SIGN	242	1,816	52	284	6	2	2,402	5%
FAILURE TO FOLLOW RULE	387	126	582	35	100	5	1,235	3%
IMPAIRED	297	75	582	39	209	5	1,207	3%
ANIMAL	16	2	160	2	360	0	540	1%
FATIGUED OR ASLEEP	59	5	327	1	47	0	439	1%
PASSING RELATED	243	24	6	25	18	1	317	1%
WRONG SIDE	3	4	72	6	10	0	95	0%
PEDESTRIAN	0	5	1	0	12	0	18	0%
TOTAL	18,968	10,057	7,367	4,272	3,693	311	44,668	100%
PERCENT	42%	23%	16%	10%	8%	1%	100%	

Table 4 presents a summary of crashes by time of day and day of week. Friday (17 %) had the highest and Sunday (10%) had the lowest number of crashes. In a day, from 3 PM to 6 PM had the highest number of crashes, which coincides with the evening rush hour traffic. The highest number of crashes occurred at 5 PM, particularly on Fridays. The morning crashes began to increase significantly starting at 6 AM, with a peak between 7 AM and 9 AM. Crash frequency was also high around midday (12 PM to 2 PM), peaking at 1 PM. Overall, crashes were more frequent during the afternoon and evening rush hours, particularly on weekdays, and dropped during early morning and late evening hours.

TABLE 4: SUMMARY OF CRASHES IN WILLIAMSON COUNTY (2019-2023) BY TIME OF DAY AND DAY OF WEEK

HOUR	MON	TUES	WED	THURS	FRI	SAT	SUN	TOTAL
0	81	55	62	84	89	148	153	672
1	40	46	48	68	62	109	111	484
2	47	41	52	57	65	142	145	549
3	44	37	29	41	37	107	99	394
4	45	32	44	53	44	70	77	365
5	102	93	93	111	106	76	73	654
6	236	289	294	274	220	99	69	1,481
7	397	466	481	442	391	146	68	2,391
8	384	457	460	413	386	174	94	2,368
9	288	325	298	301	271	202	126	1,811
10	278	275	267	281	302	259	185	1,847
11	322	274	319	326	377	366	232	2,216
12	372	396	432	392	478	441	298	2,809
13	410	384	404	397	511	414	319	2,839
14	415	384	401	413	460	408	313	2,794
15	491	476	436	481	513	403	295	3,095
16	554	585	565	621	695	354	280	3,654
17	523	649	627	638	711	358	289	3,795
18	453	488	512	518	595	387	279	3,232
19	242	293	319	352	431	313	268	2,218
20	211	215	226	230	295	273	205	1,655
21	176	193	202	207	261	233	191	1,463
22	100	119	164	149	228	231	146	1,137
23	80	68	88	87	169	151	102	745
Total	6,291	6,640	6,823	6,936	7,697	5,864	4,417	44,668

Table 5 presents a summary of crashes by time of day and month. October (9%) had the highest number of crashes and February (8%) had the lowest. The winter months from October to December had more crashes, particularly in the evening peak hours from 4 PM to 7 PM. The dark condition crash types occurred more during these winter months.

TABLE 5: SUMMARY OF CRASHES (2019-2023) BY TIME OF DAY AND MONTH

HOURL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
0	60	56	56	51	62	52	71	61	52	54	47	50	672
1	40	36	34	39	39	43	42	40	39	50	52	30	484
2	46	37	33	49	55	42	43	47	39	60	49	49	549
3	33	32	28	25	34	24	43	41	42	32	26	34	394
4	39	25	28	27	21	43	19	28	38	41	28	28	365
5	53	75	51	44	36	62	56	53	54	61	54	55	654
6	139	156	125	124	104	81	92	89	134	154	140	143	1,481
7	218	219	213	175	170	139	140	218	219	270	206	204	2,391
8	213	192	209	172	190	149	152	209	229	255	207	191	2,368
9	171	133	146	129	147	150	144	144	154	170	163	160	1,811
10	147	146	159	132	145	175	143	170	158	158	163	151	1,847
11	166	135	170	156	196	200	178	197	193	214	197	214	2,216
12	216	186	201	206	258	223	241	270	255	247	234	272	2,809
13	217	214	217	209	248	227	295	257	221	269	221	244	2,839
14	217	192	244	225	228	215	244	265	239	237	247	241	2,794
15	269	218	264	238	273	256	267	262	271	260	251	266	3,095
16	272	260	280	319	318	283	273	334	320	332	330	333	3,654
17	278	292	315	324	322	309	298	302	336	398	324	297	3,795
18	297	217	218	219	214	213	224	263	229	269	430	439	3,232
19	182	192	203	133	143	189	170	155	158	238	219	236	2,218
20	127	128	162	122	123	95	121	134	158	181	163	141	1,655
21	102	87	115	114	103	145	146	157	122	130	124	118	1,463
22	84	74	94	77	110	132	105	109	80	92	90	90	1,137
23	65	55	39	54	64	72	51	62	64	63	76	80	745
Total	3,651	3,357	3,604	3,363	3,603	3,519	3,558	3,867	3,804	4,235	4,041	4,066	44,668

Figure 6 shows the number of crashes (y-axis) by time of day and day of week (x-axis) in Williamson County from 2019 to 2023. The graph shows the aggregate number of crashes (All Severities) over a five-year period (2019–2023) during a typical weekend day (Sat-Sun) versus a typical weekday (Mon-Fri). The number of crashes during the weekdays (green line) predictably peaked during the AM and PM peak hours of traffic – 7 AM to 8 AM and 4 PM to 6 PM, respectively. During the weekend (purple line), the peak number of crashes occurred between 12 PM and 2 PM.

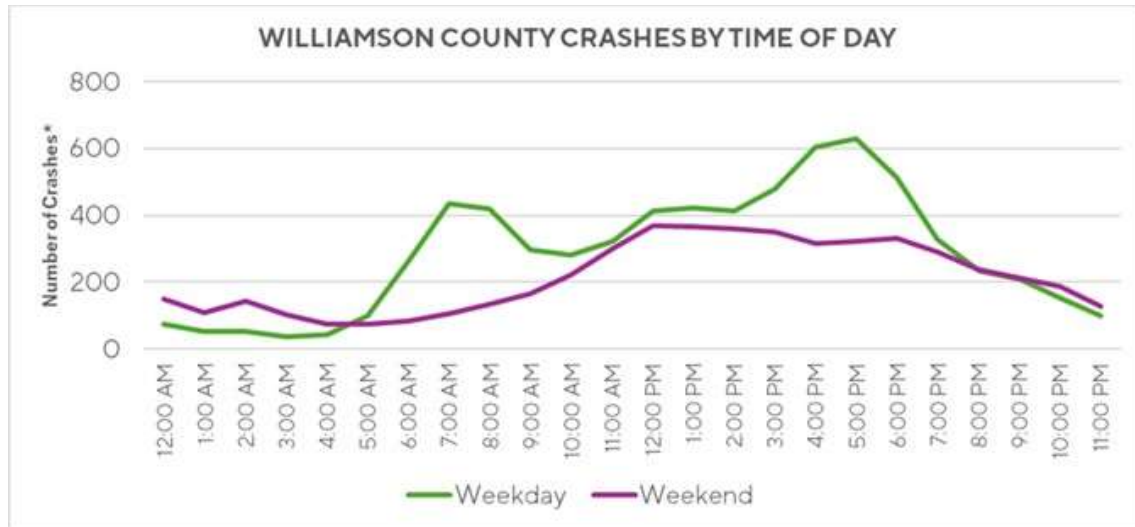


FIGURE 6: CRASHES BY TIME OF DAY AND DAY OF WEEK (2019-2023)

Heat Maps

The project team developed two heat maps using the available Williamson County crash data from 2019 to 2023. **Figure 7** shows the crash density at intersections in the County, while **Figure 8** shows the crash density at non-intersections (segments) in the County.

Most of the intersection crash density occurred in urban areas where state-owned roads intersect with one another or a local road. The following intersections have a “High” or “Very High” crash density:

- IH 35 Northbound Frontage Road and RM 2338
- SH 29 and IH 35
- US 183 and RM 1431
- RM 1431 and FM 734
- US 183 and Lakeline Boulevard
- US 183 and Lakeline Mall Drive
- US 183 and FM 620
- FM 620 and Pearson Ranch Road
- US 183 and Pecan Park Boulevard
- IH 35 and SH 45
- SH 45 and Greenlawn Boulevard
- SH 45 and South A.W. Grimes Boulevard
- South A.W. Grimes Boulevard and Gattis School Road
- IH 35 and McNeil Road
- IH 35 and Round Rock Avenue
- IH 35 and US 79
- IH 35 and Old Settlers Boulevard
- IH 35 and RM 1431
- US 79 and FM 685

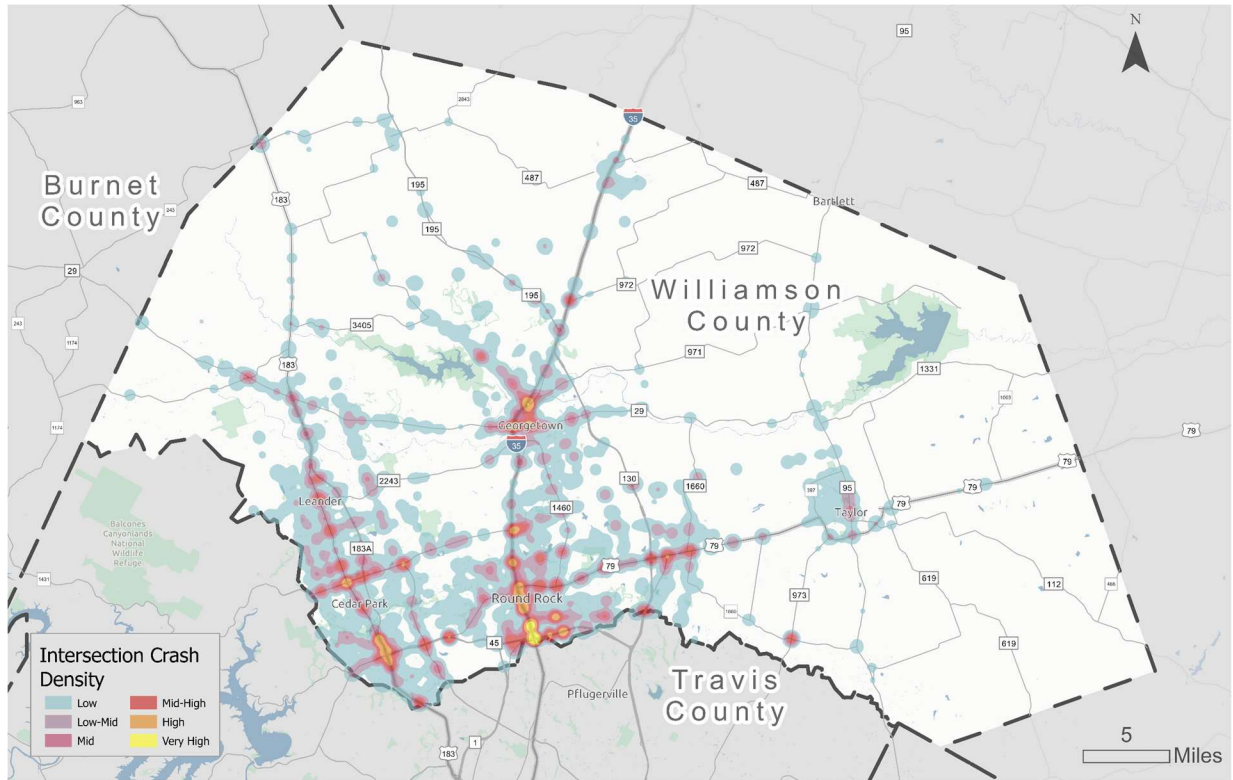


FIGURE 7: HEAT MAP OF INTERSECTION CRASH DENSITY IN WILLIAMSON COUNTY (2019-2023)

Most of the non-intersection (segment) crash density also occurred in urban areas where state-owned roads intersect with one another or a local road. The following intersections have a “High” or “Very High” crash density:

- RM 2338 (Williams Drive/North Austin Avenue) from Southbound IH 35 Frontage Road to FM 971
- Williams Drive from Southbound IH 35 Frontage Road to south of Rivery Boulevard
- SH 29 from west of D.B. Wood Road to east of South Rock Street
- IH 35 from south of Blue Springs Boulevard to south of San Gabriel Village Boulevard
- RM 1431/University Boulevard from west of IH 35 Northbound Frontage Road to Sunrise Boulevard
- North Mays Street from about 1,300 feet north of University Boulevard to 1,000 feet south of University Boulevard
- IH 35 from SH 45 to Old Settlers Boulevard
- SH 45 from Pecan Park Boulevard to Lyndhurst Street
- US 183 from south of Pond Springs Road to north of SH 45

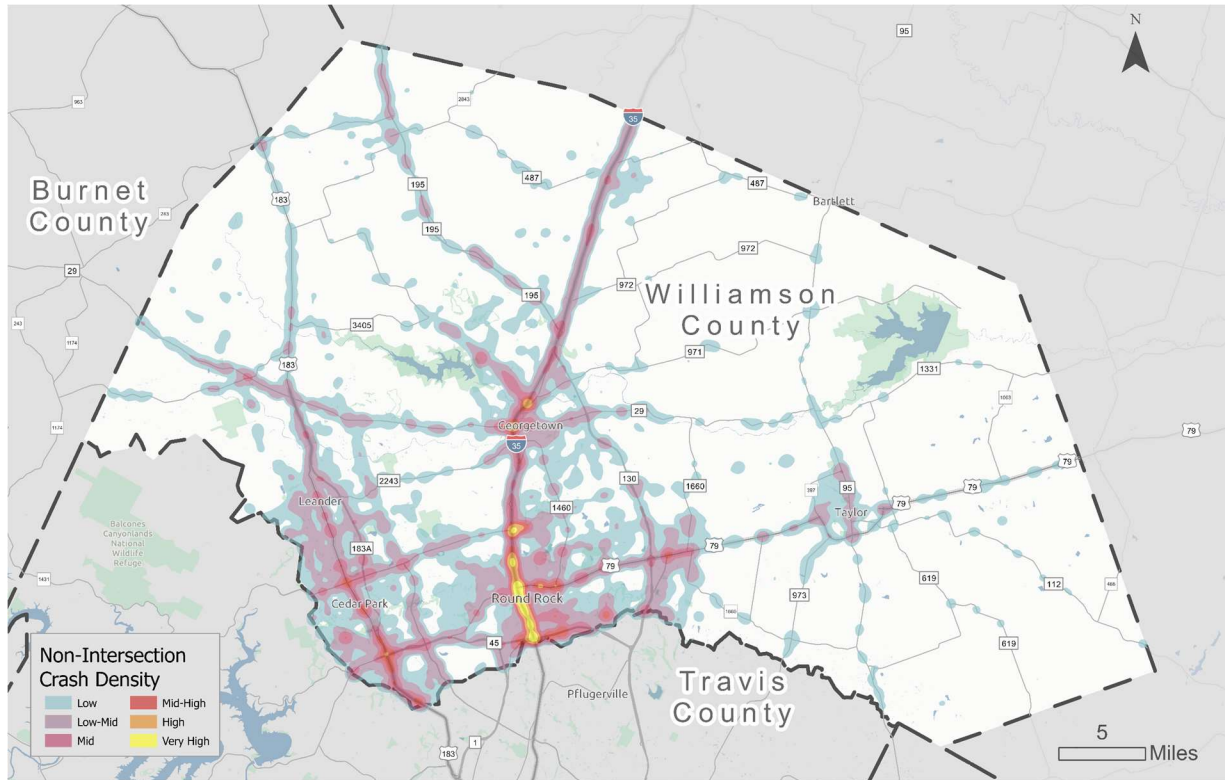


FIGURE 8: HEAT MAP OF NON-INTERSECTION CRASH DENSITY (2019-2023)

Emphasis Area Analysis

Crash data from 2019 to 2023 was analyzed for the emphasis areas identified in this study. **Table 6** summarizes the crashes by year and emphasis area for all public roadways in Williamson County. Trendline rates in this table present a linear trendline fitted by the crashes and year, where the higher trendline rate relates to an increase in crashes over the years. **Table 7** summarizes total crashes and combined fatal and serious injury crashes. The percentages are respective of countywide total crashes and total combined fatal and serious injury crashes, respectively.

TABLE 6: SUMMARY OF CRASHES BY YEAR (2019-2023) AND EMPHASIS AREAS

EMPHASIS AREAS	2019	2020	2021	2022	2023	TOTAL CRASHES	TRENDLINE RATE OF INCREASE IN CRASHES PER YEAR*
INTERSECTION RELATED	3,934	3,174	3,828	4,201	4,551	19,688	226.1
SPEED RELATED	2,551	2,192	2,560	2,765	2,990	13,058	145.1
DARK CONDITIONS	2,475	2,161	2,426	2,649	2,912	12,623	136.2
ROADWAY DEPARTURES	1,435	1,231	1,446	1,603	1,652	7,367	80.6
DISTRACTED DRIVING	1,389	1,117	1,505	1,582	1,677	7,270	104.1
YOUNGER DRIVERS	461	385	398	441	533	2,218	20
IMPAIRED DRIVING	341	339	384	388	412	1,864	19.1
OLDER DRIVERS	327	291	280	371	423	1,692	27.2
WORK ZONE	332	237	300	355	431	1,655	31.6
OCCUPANT PROTECTION	166	119	155	175	183	798	9

EMPHASIS AREAS	2019	2020	2021	2022	2023	TOTAL CRASHES	TRENDLINE RATE OF INCREASE IN CRASHES PER YEAR*
VRU: PEDESTRIANS	63	60	67	68	77	335	3.6
VRU: PEDALCYCLISTS	52	29	46	57	47	231	1.8
SCHOOL ZONE RELATED	6	13	11	10	10	50	0.5

*NOTE: THE TRENDLINE RATE OF INCREASE IN CRASHES PER YEAR REPRESENTS THE ESTIMATED NUMBER OF ADDITIONAL CRASHES EACH YEAR BASED ON A LINEAR TRENDLINE; IT IS EXPRESSED AS A COUNT, NOT A PERCENTAGE.

Except for the school-related emphasis area, all other categories had the lowest number of crashes in 2020, aligning with the countywide trend. Since 2020, crashes have continued to rise each year, except in the school and pedalcyclist emphasis areas.

The five emphasis areas with the highest number of total crashes are dark conditions, intersection related, speed related, roadway departure, and distracted driving. These five emphases also have the highest trendline rates; the crashes in these five emphasis areas are increasing at a higher rate compared to other emphasis areas.

Table 7 breaks down the number of total crashes and the number of total fatal and serious injury crashes (KA) for each of the identified statewide and countywide emphasis areas. **Table 7** also shows the percentage of total crashes and KA crashes that were reported in each emphasis area. For example, 1,655 total crashes were reported under the “work zone” emphasis area, which accounts for 4% of the total crashes in Williamson County from 2019 to 2023; 59 fatal and serious injury crashes were reported under the “work zone” emphasis area, accounting for 5% of all the fatal and serious injury crashes in Williamson County from 2019 to 2023.

Figure 9 shows the six emphasis areas with the most reported fatal and serious injury crashes in Williamson County from 2019 to 2023.

TABLE 7: SUMMARY OF KA CRASHES (2019-2023) FOR EMPHASIS AREAS

EMPHASIS AREAS	TOTAL CRASHES	% OF TOTAL CRASHES	TOTAL KA CRASHES	% OF KA CRASHES
INTERSECTION RELATED	19,688	44%	520	41%
SPEED RELATED	13,058	29%	355	28%
DARK CONDITIONS	12,623	28%	529	42%
YOUNGER DRIVERS	9,583	21%	227	18%
ROADWAY DEPARTURES	7,367	16%	432	34%
DISTRACTED DRIVING	7,270	16%	139	11%
OLDER DRIVERS	6,814	15%	202	16%
IMPAIRED DRIVING	1,864	4%	174	14%
WORK ZONE	1,655	4%	59	5%
OCCUPANT PROTECTION	798	2%	190	15%
VRU: PEDESTRIANS	335	1%	88	7%
VRU: PEDALCYCLISTS	231	1%	41	3%
SCHOOL ZONE RELATED	50	0%	2	0%

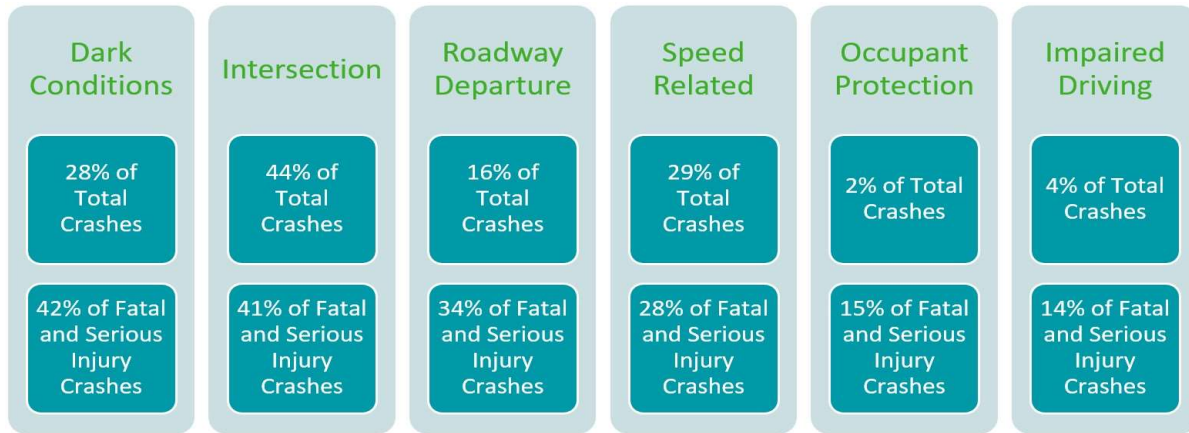


FIGURE 9: EMPHASIS AREAS WITH THE MOST REPORTED FATAL AND SERIOUS INJURY CRASHES (2019-2023)

The project team examined emphasis areas on both state-owned versus local roadways. **Table 8** and **Table 9** summarize the distribution of total and combined KA crashes for each emphasis area, respectively. The data revealed that pedestrian, pedalcyclist, and school-related crashes occur more frequently on local roadways, while speed-related, dark conditions, and work zone crashes are more prevalent on state-owned facilities. Emphasis areas where the percentage of crashes is equal to or exceeds 10% between state-owned and local roadways are highlighted in red within the tables for easier identification of pattern over-representation.

TABLE 8: SUMMARY OF CRASHES (2019-2023) FOR EMPHASIS AREAS BY STATE-OWNED AND LOCAL ROADWAYS

EMPHASIS AREAS	COUNTYWIDE	STATE-OWNED		LOCAL	
	NO. OF CRASHES	NO. OF CRASHES	%	NO. OF CRASHES	%
INTERSECTION RELATED	19,688	10,213	52%	9,475	48%
SPEED RELATED	13,058	8,030	61%	5,028	39%
DARK CONDITIONS	12,623	6,964	55%	5,659	45%
YOUNGER DRIVERS	9,586	4,860	51%	4,723	49%
ROADWAY DEPARTURES	7,367	3,625	49%	3,742	51%
DISTRACTED DRIVING	7,270	3,788	52%	3,482	48%
OLDER DRIVERS	6,814	3,577	52%	3,237	41%
IMPAIRED DRIVING	1,864	888	48%	976	52%
WORK ZONE	1,655	1,141	69%	514	31%
OCCUPANT PROTECTION	798	400	50%	398	50%
VRU: PEDESTRIANS	335	102	30%	233	70%
VRU: PEDALCYCLISTS	231	47	20%	184	80%
SCHOOL ZONE RELATED	50	4	8%	46	92%

NOTES:

1. THE PERCENTAGES FOR STATE-OWNED AND LOCAL ARE CALCULATED BASED ON RESPECTIVE EMPHASIS AREA COUNTYWIDE CRASH NUMBERS.
2. THE RED FONT INDICATES A 10 % OR MORE DIFFERENCE BETWEEN STATE-OWNED AND LOCAL PERCENTAGES. HIGHEST PERCENTAGE IS HIGHLIGHTED.

TABLE 9: SUMMARY OF KA CRASHES (2019-2023) FOR EMPHASIS AREAS BY STATE-OWNED AND LOCAL ROADWAYS

EMPHASIS AREAS	KA CRASHES				
	COUNTYWIDE	STATE-OWNED		LOCAL	
	NO. OF CRASHES	NO. OF CRASHES	%	NO. OF CRASHES	%
DARK CONDITIONS	529	355	67%	174	33%
INTERSECTION RELATED	520	294	57%	226	43%
ROADWAY DEPARTURES	432	265	61%	167	39%
SPEED RELATED	355	223	63%	132	37%
YOUNGER DRIVERS	227	128	56%	99	44%
OLDER DRIVERS	202	119	59%	83	41%
OCCUPANT PROTECTION	190	117	62%	73	38%
IMPAIRED DRIVING	174	113	65%	61	35%
DISTRACTED DRIVING	139	83	60%	56	40%
VRU: PEDESTRIANS	88	47	53%	41	47%
WORK ZONE	59	44	75%	15	25%
VRU: PEDALCYCLISTS	41	18	44%	23	56%
SCHOOL ZONE RELATED	2	0	0%	2	100%

NOTES:

1. THE PERCENTAGES FOR STATE-OWNED AND LOCAL ARE CALCULATED BASED ON RESPECTIVE EMPHASIS AREA COUNTYWIDE KA CRASH NUMBERS.
2. THE RED FONT INDICATES 10 % OR MORE DIFFERENCE BETWEEN STATE-OWNED AND LOCAL PERCENTAGES. HIGHEST PERCENTAGE IS HIGHLIGHTED.

Systemic Safety Analysis Results

The project team used the Texas Strategic Highway Safety Plan-defined Emphasis Areas as a foundation for the Williamson County systemic safety analysis to uncover patterns in crash data specific to common emphasis area crash types. This approach enabled analysts to examine where these crashes are occurring, distinguishing between rural and urban areas, segments versus intersections, and state-maintained (state-owned) versus locally owned (local) facilities. By identifying patterns across these dimensions, we identified commonalities and overlaps among emphasis area crash types, aiding in a more holistic understanding of systemic safety issues and needs. To visualize these patterns and support data-driven decision-making, we developed crash tree diagrams to illustrate the relationships and contributing factors associated with emphasis area crashes.

Shared Patterns Across Emphasis Areas

This analysis revealed significant commonalities across the emphasis areas, bringing attention to the interconnected nature of crash factors. Dark conditions played a critical role across various crash types, strongly linked to intersections, roadway departures, and speed-related incidents. Similarly, intersections consistently intersected with speed-related crashes, young driver involvement, and dark conditions. Roadway departures and speed-related crashes also shared strong ties with dark conditions, intersections, and impaired driving. These overlaps highlight the need for integrated strategies addressing multiple emphasis areas. The results in **Table 10** provide insights into these relationships.

TABLE 10: COMMONALITIES IN FATAL AND SERIOUS INJURY CRASHES BY EMPHASIS AREA (2019-2023)

	DARK CONDITIONS	INTERSECTION RELATED	ROADWAY OR LANE DEPARTURE	SPEED RELATED	YOUNG DRIVER	OLDER DRIVER	NO SEATBELT	IMPAIRED	DISTRACTED DRIVING	VRU
DARK CONDITIONS	-	31%	44%	27%	18%	8%	19%	24%	8%	12%
INTERSECTION RELATED	32%	-	9%	18%	23%	22%	9%	9%	11%	8%
ROADWAY OR LANE DEPARTURE	54%	11%	-	37%	16%	8%	25%	21%	10%	2%
SPEED RELATED	40%	26%	45%	-	17%	13%	19%	15%	10%	2%
YOUNG DRIVER	41%	52%	30%	27%	-	11%	15%	11%	10%	5%
OLDER DRIVER	21%	56%	17%	23%	12%	-	9%	4%	13%	9%
NO SEATBELT	54%	24%	56%	36%	18%	9%	-	25%	14%	2%
IMPAIRED	72%	26%	53%	32%	14%	5%	27%	-	4%	12%
DISTRACTED DRIVING	31%	41%	31%	26%	17%	19%	19%	5%	-	7%
VRU	50%	33%	5%	5%	9%	15%	3%	16%	8%	-

NOTES:

IT IS IMPORTANT TO READ TABLE 11 CAREFULLY TO DETERMINE THE RELATIONSHIPS BETWEEN THE EMPHASIS AREAS. THE "OVERLAPS" CAN BE DESCRIBED IN TWO DIFFERENT WAYS FOR EACH PAIR OF INVOLVED FACTORS. HERE ARE TWO EXAMPLES TO DESCRIBE HOW IT WORKS:

- OF ALL CRASHES OCCURRING IN DARK CONDITIONS, 44% OF THOSE CRASH EVENTS INVOLVED A ROADWAY OR LANE DEPARTURE.
- OF ALL ROADWAY OR LANE DEPARTURE CRASHES, 54% OCCURRED IN DARK CONDITIONS.

EACH ROW (EMPHASIS AREA) HAS TWO DATA POINTS DIFFERENTIATED IN RED TEXT. THESE DATA POINTS REPRESENT THE TOP TWO COMMON EMPHASIS AREAS ASSOCIATED WITH THAT ROW (E.G., OF THE CRASHES OCCURRING IN DARK CONDITIONS, 31% ARE INTERSECTION RELATED AND 44% ARE ROADWAY OR LANE DEPARTURE RELATED).

Focus Crash Types

Based on results from the emphasis area analysis in **Table 10**, we identified several focus crash types that are significantly associated with serious injuries and fatalities. Each focus area highlights specific conditions and contributing factors that demand targeted safety improvements. A summary of crash severity by focus crash types is provided in **Table 11**.

TABLE 11: CRASH SEVERITY BY FOCUS CRASH TYPE (2019-2023)

FOCUS CRASH TYPE	K	KA	TOTAL CRASHES
DARK CONDITIONS	124 (54%)	529 (42%)	12,623 (28%)
INTERSECTION RELATED	75 (33%)	520 (41%)	19,688 (44%)
ROADWAY AND LANE DEPARTURE	98 (43%)	432 (34%)	7,367 (16%)

NOTE: PERCENTAGES DO NOT SUM TO 100% BECAUSE NOT ALL CRASHES ARE ATTRIBUTED TO A FOCUS CRASH TYPE, AND SOME CRASHES MAY BE ATTRIBUTED TO MULTIPLE FOCUS CRASH TYPES.

Intersection Related: Intersection-related crashes represent the largest portion of total crashes, accounting for 44% of all crashes within Williamson County. These crashes resulted in 75 fatal crashes (33% of total fatal crashes) and 520 fatal or suspected serious injury (KA) crashes (41% of KA crashes). Intersections present complex traffic interactions that contribute to higher crash frequencies, warranting interventions to reduce conflict points.

Roadway and Lane Departure: Roadway and lane departure crashes, which occur when vehicles unintentionally leave their designated lanes, make up 16% of total crashes. These incidents led to 98 fatal crashes (43% of total fatal crashes) and 432 fatal or suspected serious injury (KA) crashes (34% of KA crashes), marking them as one of the most severe crash types.

Dark Conditions: Crashes in areas with dark conditions account for 28% of total crashes. Low visibility conditions contributed to 124 fatal crashes (54% of total fatal crashes) and 529 fatal or suspected serious injury (KA) crashes (42% of KA crashes), emphasizing the need for improved lighting in dark roadway segments and intersections to enhance visibility and reduce nighttime crash risks.

Crash Tree Diagrams

The project team developed a crash tree diagram for each of the top two emphasis areas with the highest percentage of fatal and serious injury crashes relative to the total among the emphasis area of focus (i.e., those highlighted in red in **Table 10**). These diagrams explore where crashes are occurring, such as whether they are state-owned or locally-owned (local), on urban or rural facilities, and at intersections or along roadway segments. The analysis aimed to reveal systemic safety challenges within these critical emphasis areas, providing insights to target specific location types with effective countermeasures.

The crash tree diagram visualizes the distribution of fatal and serious injury crashes across different categories, with percentages shown at each decision level. Each level splits crashes based on a specific characteristic, such as lighting conditions, urban versus rural location, roadway ownership (local or state), and whether the crashes occur at intersections or roadway segments. The percentages represent the proportion of crashes in each category relative to the total crashes at that level. Thicker lines are used exclusively on the right-hand branch, as this branch corresponds to the emphasis area under study. The thickness of these lines is proportional to the total crashes within the emphasis area, illustrating their relative contribution. The red lines further highlight the branches at each level with the highest number of crashes, drawing attention to key patterns and critical locations for safety countermeasures. Recommended safety treatments should target facilities with the highest concentration of over-represented crash events, ensuring interventions are directed to areas with the greatest safety improvement potential. An example of the tree diagram is shown in **Figure 10**.

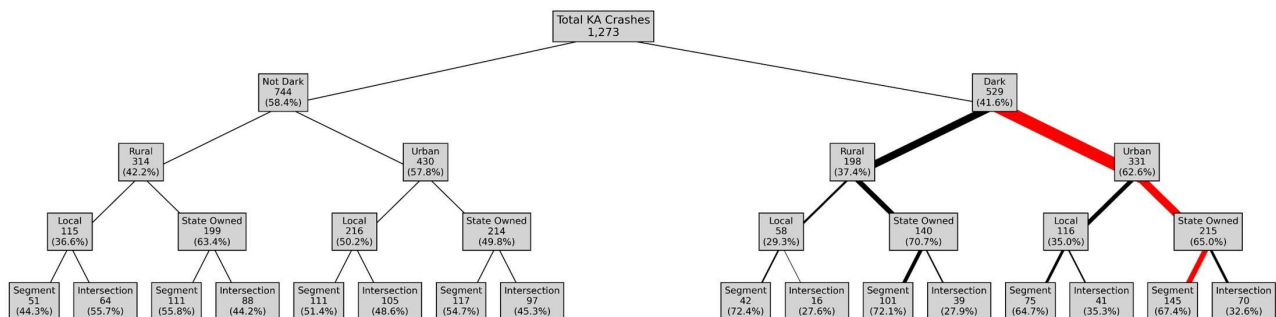


FIGURE 10. EXAMPLE OF A CRASH TREE DIAGRAM USED IN THE EMPHASIS AREA ANALYSIS

In **Figure 10**, the crash tree diagram shows that crashes in dark conditions (the emphasis area analyzed in this tree) occur most often (62.6%) on urban roadways. Of those, 65.0% occur on state-owned routes (versus local roads); and of those, 67.4% occur on segments (versus intersections). Therefore, it can be concluded that state-owned route segments in urban areas are a good target location type for systemic treatment of dark condition crashes. These treatments may include delineators along the roadway (e.g., on roadside appurtenances), lighting along segments, or other identified countermeasures.

Countermeasure Selection

The systemic approach to safety in Williamson County focuses on deploying countermeasures across the network to address crash types that occur at multiple locations with similar risk characteristics. This allows Williamson County's jurisdictions to implement cost-effective safety measures across a broader range of sites that share similar high-risk site characteristics, supporting widespread safety improvements.

Countermeasures for Williamson County's focus crash types were selected based on data-driven analysis and guidance from TxDOT's Highway Safety Improvement Program. Systemic countermeasures align with TxDOT's HSIP guidelines, which define each safety countermeasure using specific "work codes" for streamlined planning and deployment. **Table 12** summarizes the focus crash types and the corresponding systemic countermeasures selected for evaluation across Williamson County. The primary facility types are identified in the crash tree diagrams and the countermeasures are accompanied by the associated HSIP work code numbers in parentheses.

TABLE 12: FOCUS CRASH TYPES AND SYSTEMIC COUNTERMEASURES

ROADWAY CRASH TYPE	SYSTEMIC COUNTERMEASURE (HSIP WORK CODE)	PRIMARY FACILITY TYPE (FROM CRASH TREE DIAGRAMS)
Intersection Related	Install Traffic Signal (107), Signal Head Backplates, Yellow Change Intervals (108), Install Advanced Warning Signals and Signs (124), Safety Lighting at Intersection (305), Transverse Rumble Strips (545)	Urban state-owned signalized and unsignalized (Dark Conditions), Urban local unsignalized
Roadway and Lane Departure	Install Delineators (113), Install Advanced Warning Signals (123), Install Advanced Warning Signals and Signs (125), Install Advanced Warning Signs (130), Install LED Flashing Chevrons (136), Install Chevrons (137), Install Surface Mounted Delineators on Centerline (139), Install Median Barrier (201), Safety Treat Fixed Objects (209), Install Impact Attenuation System (217), Install Pavement Markings (401), Install Edge Marking (402), Install Centerline Striping (404), Install Safety Edge (532), Milled Edgeline Rumble Strips (532), Profile Edgeline Markings (533), Raised Edgeline Rumble Strips (534), Install Milled Centerline Rumble Strips (542), Profile Centerline Markings (543), Raised Centerline Rumble Strips (544)	Rural state-owned segments
Dark Conditions	Install Delineators (113), Safety Lighting (304)	Urban state-owned segments

High Injury Network Analysis and Results

The High Injury Network identifies the specific roadways and intersections where a disproportionate number of severe and fatal crashes occur. By focusing on locations with the highest concentrations of serious injuries and fatalities, the HIN serves as a foundational tool for prioritizing safety improvements and resource allocation. It highlights critical areas where targeted interventions can have the greatest impact on reducing severe crash outcomes and improving overall roadway safety.

The project team developed two maps to represent the high injury network of intersection and non-intersection (segment) crashes in Williamson County from 2019 to 2023.

Intersection High Injury Network Results

Figure 11 below represents all the intersections in Williamson County that are classified as “high injury” based on the crash data from 2019 to 2023. Only 7% of intersections in Williamson County that experienced at least one crash (118 out of 1,461 total intersections) account for 55% of fatal crashes and 35% of all crashes.

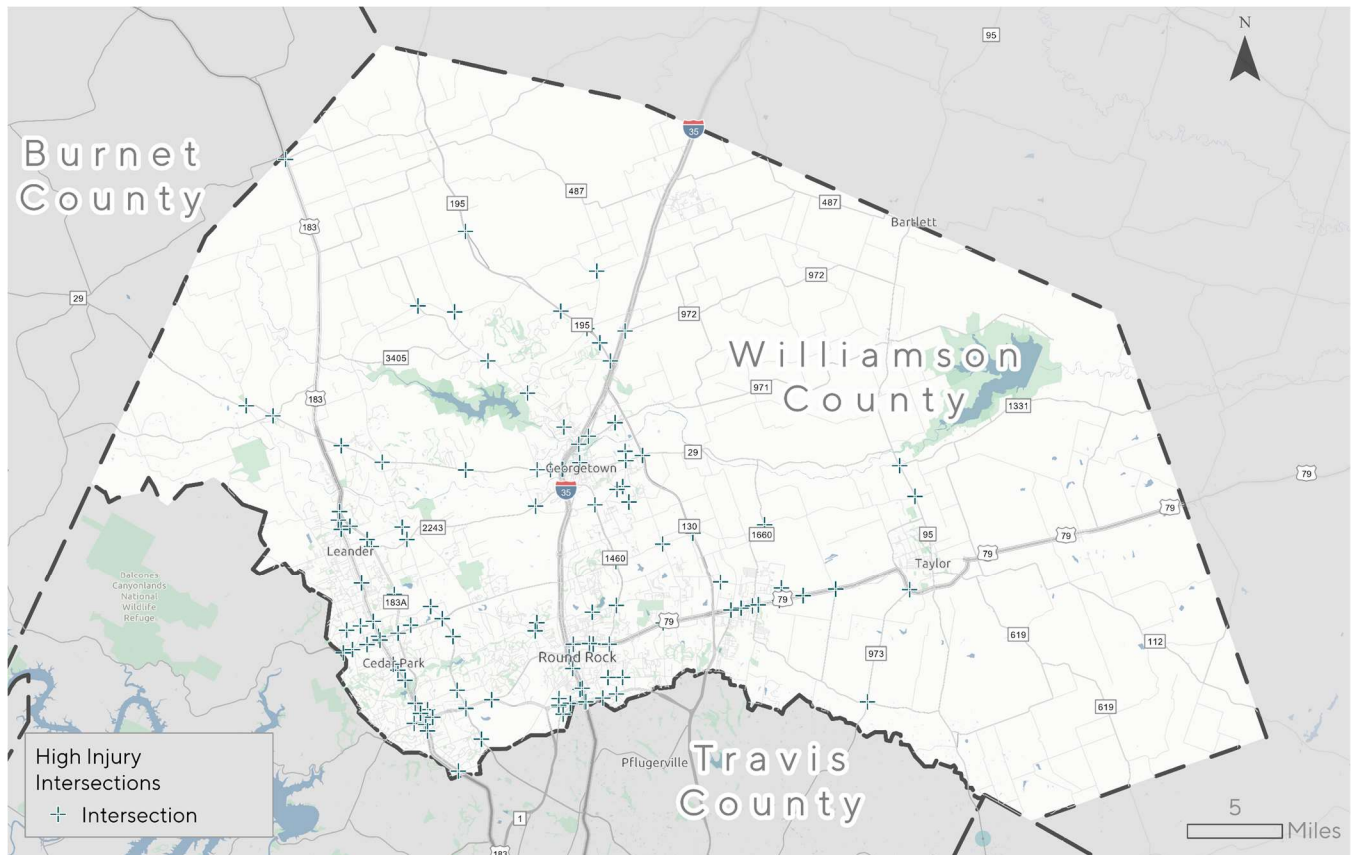


FIGURE 11: HIGH INJURY INTERSECTIONS IN THE HIGH INJURY NETWORK (2019-2023)

Segment High Injury Network Results

Figure 12 below represents all the non-intersections (segments) in Williamson County that are classified as “high injury” based on the crash data from 2019 to 2023. Only 8% (~171 of 1,867 total roadway miles) of all roadways that experienced at least one crash in the past 5 years account for 71% of fatal and serious injury crashes and 51% of all crashes.

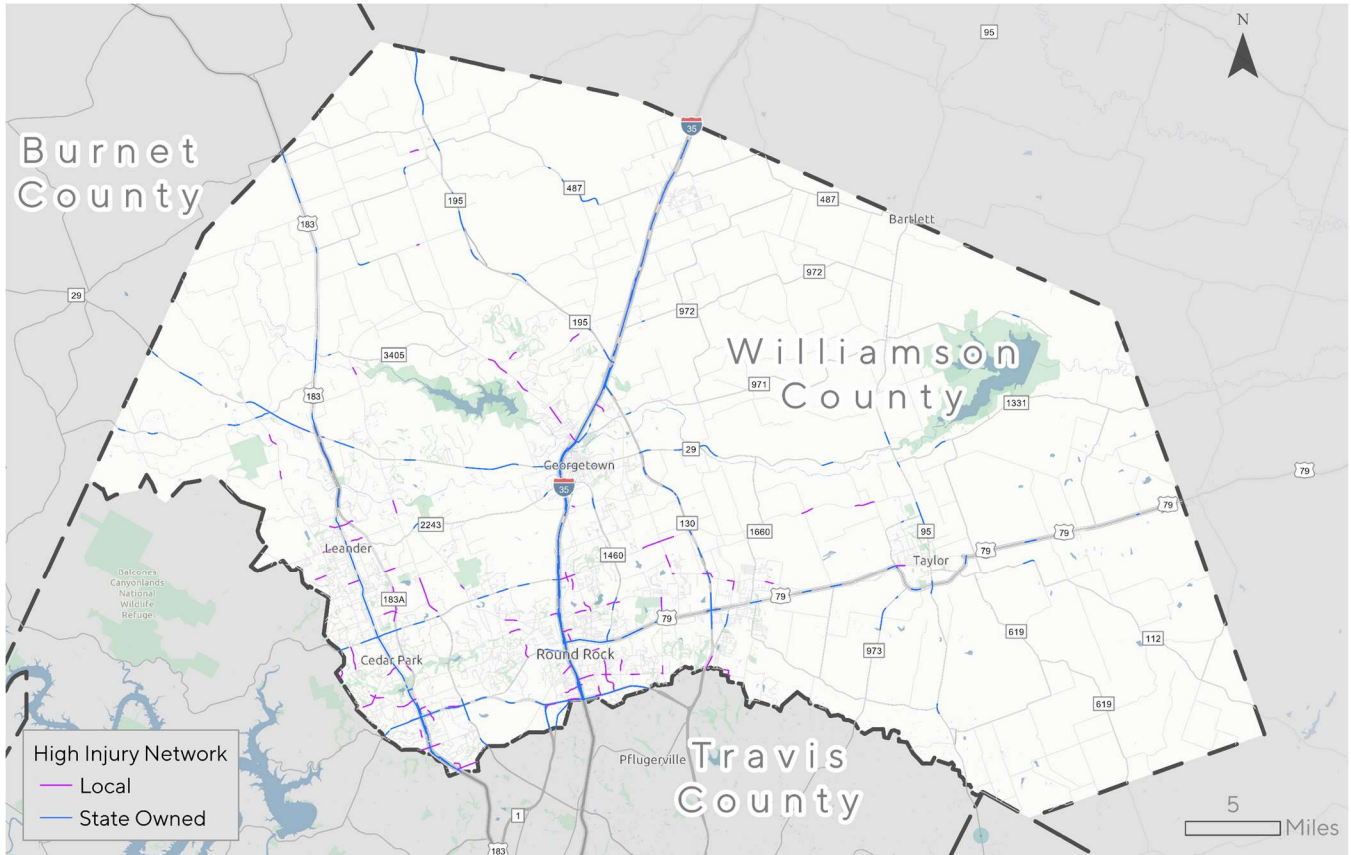


FIGURE 12: HIGH INJURY SEGMENTS IN THE HIGH INJURY NETWORK (2019-2023)



Appendix B

WILLIAMSON COUNTY POLICY RECOMMENDATIONS TECHNICAL MEMORANDUM

WILLIAMSON COUNTY POLICY RECOMMENDATIONS TECHNICAL MEMORANDUM

Introduction

The Capital Area Metropolitan Planning Organization (CAMPO) is developing a county-level safety action plan (SAP) for Williamson County, including local agencies and other partners within the county. The Williamson County-level SAP will be integrated into the Regional Safety Action Plan (RSAP) that CAMPO is developing simultaneously. The purpose of the SAP is to find specific, actionable projects and strategies to improve roadway safety for all road users in all communities throughout the CAMPO region.

As part of the SAP development, an assessment was conducted of existing plans, policies, guidelines, and standards pertaining to transportation planning and how safety is currently being prioritized in Williamson County. The review focused on significant county and city documents that impact the safety of roadways, sidewalks, trails, and other transportation facilities. This process established a baseline and provided a path forward for the identification of county- and city-level policy recommendations and opportunities to improve transportation safety for all road users, including the most vulnerable.

Assessment of Existing Policies and Plans

The initial region-wide assessment of existing policies, plans, and guidelines included reviewing several safety-related search terms on a sample of documents in each county, including Williamson. These key search terms were *safe; traffic; signal; intersection; speed; calming; crash; seatbelt; texting; stop sign; construction zone; safe routes; light and signal synchronization; speed bumps; pedestrian; bike or bicycle; driver safety; complete streets; curb cuts; and access management*. The list of assessed documents is included at the end of the document.

The assessment provided the team with an understanding of the safety-related efforts already in place across the county and cities and a foundation for making the recommendations in this memo.

Policy and Program Recommendations

A set of targeted policy and program recommendations were formulated based on the comprehensive assessment and a review of safety needs through crash data analysis and public engagement efforts. This review will assist transportation safety enhancements in the county and its cities. These recommendations are designed to address existing gaps; enhance coordination among local agencies, educational institutions, and law enforcement; implement effective strategies to reduce fatal and serious injury collisions; and promote safer travel for all road users.

Each recommendation is rooted in the core elements of the Safe System Approach and aligned with the emphasis areas of the Texas Road to Zero effort as described in the 2022-2027 Strategic Highway Safety Plan. By aligning with these principles, the recommendations focus on creating a transportation system that is safe, reliable, and resilient, prioritizing both proactive measures and system-level improvements.

An Excel-based workbook has been developed to organize and track each policy and program recommendation, with each categorized under the relevant Safe Systems Approach element. This structure allows for a clear overview of how each contributes to the overarching goal of improving transportation safety for all road users in Williamson County. **Tables 1 through 6** summarize the recommended policies and programs, including a description, the targeted emphasis area, and who may lead the effort along with their primary and secondary support.

TABLE 1: RECOMMENDED TRANSPORTATION POLICIES AND PROGRAMS ADDRESSING POST CRASH CARE

SAFE SYSTEM APPROACH CORE ELEMENT: POST CRASH CARE						
POLICY OR PROGRAM RECOMMENDATION	DESCRIPTION	EMPHASIS AREA	CATEGORY	LEAD	PRIMARY SUPPORT	SECONDARY SUPPORT
TRAFFIC SIGNAL IMPROVEMENT PROGRAM	Follow TxDOT's Traffic Signal Manual guidelines for integrating preemption control technologies to enhance traffic flow and emergency response times.	Intersection Related	Intersection Design	Task Force	City and County Staff	Public Works
COLLISION DATABASE PROGRAM	Develop a centralized database to track and monitor collision data and response outcomes, aligning with local Central Texas emergency response protocol and data-sharing agreements. Leverage ongoing efforts of the Central Texas Traffic Management System.	Post Crash Care	Partnerships	Task Force, Central Texas Traffic Management System Partners	Emergency Responders (Police, EMS, Fire)	Hospitals

TABLE 2: RECOMMENDED TRANSPORTATION POLICIES AND PROGRAMS ADDRESSING SAFER ROAD USERS

SAFE SYSTEM APPROACH CORE ELEMENT: SAFER ROAD USERS						
POLICY OR PROGRAM RECOMMENDATION	DESCRIPTION	EMPHASIS AREA	CATEGORY	LEAD	PRIMARY SUPPORT	SECONDARY SUPPORT
DISTRACTED DRIVING EDUCATIONAL PROGRAM	Develop a program that aligns with TxDOT's "Talk. Text. Crash." campaign aimed at informing drivers of the risks of distracted driving.	Distracted Driving	Partnerships	Task Force	Schools	Enforcement
IMPAIRMENT EDUCATIONAL PROGRAM	Partner with local organizations in Central Texas to implement interactive workshops and virtual reality simulations to demonstrate the dangers of impaired driving.	Impaired Driving	Partnerships	Task Force	Schools	Enforcement
SEAT BELT EDUCATIONAL PROGRAM	Incorporate seat belt safety modules into local school curriculums and driver's education programs that use TxDOT's "Click it or Ticket" initiative materials and support.	Occupant Protection	Partnerships	Task Force	Schools	Enforcement
SAFE DRIVING EDUCATIONAL PROGRAM	Develop mentorship programs supported by TxDOT or Students Against Destructive Driving (SADD) to educate younger and older drivers of safe driving practices.	Younger Drivers, Older Drivers	Partnerships	Task Force	Schools	TxDOT and/or SADD
YOUNG DRIVER EDUCATIONAL PROGRAM	Partner with the Texas Department of Public Safety to provide information on new driver requirements and Impact Texas Teen Driver Course material access to local driver's education programs.	Younger Drivers	Partnerships	Task Force	Schools	Texas Department of Public Safety
OLDER DRIVER EDUCATIONAL PROGRAM	Establish a confidential reporting system for medical professionals to refer at-risk drivers for evaluation.	Older Drivers	Partnerships	Task Force	Health Departments	Enforcement
GDL ENFORCEMENT PROGRAM	Develop a program to enforce the Graduated Driver License (GDL) and Hardship licensing program.	Younger Driver, Distraction	Partnerships	Task Force	Schools	Texas Department of Public Safety

SAFE SYSTEM APPROACH CORE ELEMENT: SAFER ROAD USERS						
POLICY OR PROGRAM RECOMMENDATION	DESCRIPTION	EMPHASIS AREA	CATEGORY	LEAD	PRIMARY SUPPORT	SECONDARY SUPPORT
SCHOOL ZONE SPEEDING ENFORCEMENT PROGRAM	Increase enforcement strategies (speed feedback signs, high-visibility enforcement, etc.) that comply with Texas state laws regarding speeding within a school zone.	Speed Related	Safe Speeds	Task Force	Enforcement	Schools
SEAT BELT ENFORCEMENT PROGRAM	Use data analytics to identify high-risk areas and times for targeted enforcement associated with seat belt use. Ensure strategies align with state-wide enforcement campaigns for consistency.	Occupant Protection	Enhanced Enforcement	Task Force	Enforcement	
AGGRESSIVE DRIVING ENFORCEMENT PROGRAM	Follow TxDOT's guidelines for high-visibility enforcement operations and public awareness campaigns targeted at aggressive driving.	Speed Related	Enhanced Enforcement	Task Force	Enforcement	
WORK ZONE SPEED ENFORCEMENT PROGRAM	Deploy automated speed enforcement tools in work zones to enhance safety. Ensure compliance with TxDOT's work zone safety regulations.	Speed Related	Enhanced Enforcement	Task Force	Enforcement	
WORK ZONE SAFETY ENHANCEMENT POLICY	Establish comprehensive safety protocols aligned with TxDOT's work zone safety regulations, using smart work zone technologies.	Speed Related	Safe Speeds	Task Force	City and County Staff	

TABLE 3: RECOMMENDED TRANSPORTATION POLICIES AND PROGRAMS ADDRESSING SAFER ROADWAYS

SAFE SYSTEM APPROACH CORE ELEMENT: SAFER ROADWAYS						
POLICY OR PROGRAM RECOMMENDATION	DESCRIPTION	EMPHASIS AREA	CATEGORY	LEAD	PRIMARY SUPPORT	SECONDARY SUPPORT
DATA COLLECTION AND ANALYSIS PROGRAM	Develop a policy that uses TxDOT's Crash Records Information System (CRIS) to regularly update analysis methods incorporating the latest predictive analytic techniques to identify potential areas of transportation safety risks.	Applicable to All Emphasis Areas	Local Policies	Task Force	City and County Staff	Public Works
PRIVATE DEVELOPMENT STANDARDS	Develop a policy/program requiring private developments to meet current roadway, lighting, and pedestrian facility standards.	Applicable to All Emphasis Areas	Local Policies	Task Force	City and County Staff	Developers
PEDESTRIAN AND BICYCLE SAFETY PROGRAM	Develop initiatives aimed at improving safety for non-motorized road users and adhering to industry best design practices. This includes treatments such as installing pedestrian countdown signals, creating protected bike lanes, and implementing public engagement campaigns.	Speed Related, Pedestrians, Pedalcyclists	Local Policies	Task Force	City and County Staff	Public Works
CRASH ANALYSIS POLICY	Develop a policy to include crash/collision data analysis and community input involving vulnerable road users into development or updates to city or county plans.	Applicable to All Emphasis Areas	Local Policies	Task Force	City and County Staff	Public Works
COMPLETE SREETES POLICY	Consider developing jurisdictional Complete Streets policies to enhance the pedestrian/bicyclist environment along roadways with higher-than-normal pedestrian/bicyclist activity.	Speed Related, Pedestrians, Pedalcyclists	Local Policies	Task Force	City and County Staff	Public Works
ADVANCED TRAFFIC MANAGEMENT SYSTEM (ATMS) IMPLEMENTATION	Enhance/improve an ATMS to monitor and manage traffic flow using real-time data that is compatible with existing infrastructure and adheres to regional intelligent transportation system (ITS) architectures. Work with neighboring agencies to communicate traffic flows and traffic issue response needs.	Applicable to All Emphasis Areas	Local Policies	Task Force	City and County Staff	Public Works

SAFE SYSTEM APPROACH CORE ELEMENT: SAFER ROADWAYS						
POLICY OR PROGRAM RECOMMENDATION	DESCRIPTION	EMPHASIS AREA	CATEGORY	LEAD	PRIMARY SUPPORT	SECONDARY SUPPORT
INTERSECTION CONTROL POLICY	Develop an Intersection Control Evaluation (ICE) policy consistent with TxDOT's ICE framework to determine appropriate intersection improvements.	Intersection Related	Local Policies	Task Force	City and County Staff	Public Works
DATA COLLECTION AND MANAGEMENT PROGRAM	Develop program that incorporates Geographic Information System (GIS) data collection of existing organizational assets (roadway signs, lighting, guardrail, etc.). Leverage ongoing efforts of the Central Texas Traffic Management System.	Applicable to All Emphasis Areas	Local Policies	Task Force	City and County Staff	Public Works
ROADWAY SIGN MANAGEMENT POLICY	Develop an implementable regular maintenance schedule of existing road signs to ensure sign visibility and compliance of retroreflectivity.	Applicable to All Emphasis Areas	Local Policies	Task Force	City and County Staff	Public Works
PAVEMENT MARKING MANAGEMENT POLICY	Develop an implementable regular maintenance schedule of existing pavement markings to ensure visibility and compliance of usage and retroreflectivity.	Applicable to All Emphasis Areas	Local Policies	Task Force	City and County Staff	Public Works
ROADWAY ASSET IMPLEMENTATION POLICY	Incorporate data from the High Injury Network (HIN) to determine areas where safety enhancement strategies (rumble strips, guardrail, wider edge lines, etc.) are prioritized.	Applicable to All Emphasis Areas	Street Design that Protects People	Task Force	City and County Staff	Public Works
OPERATIONS AND MAINTENANCE PROGRAM	Develop a systematic approach to roadway maintenance, focusing on timely repairs, following TxDOT's maintenance guidelines and prioritizing tasks based on safety impact assessments.	Applicable to All Emphasis Areas	Local Policies	Task Force	City and County Staff	Public Works
COMMUNITY INPUT WEBPAGE DEVELOPMENT	Implement a feedback mechanism for road users to report maintenance issues in real time, such as potholes, lighting concerns, and road sign maintenance needs. Provide feedback to submitted concerns resolution.	Applicable to All Emphasis Areas	Partnerships	Task Force	City and County Staff	Information Technology Departments

SAFE SYSTEM APPROACH CORE ELEMENT: SAFER ROADWAYS						
POLICY OR PROGRAM RECOMMENDATION	DESCRIPTION	EMPHASIS AREA	CATEGORY	LEAD	PRIMARY SUPPORT	SECONDARY SUPPORT
STREET LIGHTING POLICY	Develop a policy consistent with industry standard/best practices for roadway lighting installation focusing in areas identified with CRIS data analysis.	Roadway or Lane Departure	Street Design that Protects People	Task Force	City and County Staff	Public Works
LEVEL OF STRESS ASSESSMENT POLICY	Consider developing a policy based on industry standards and best practices methodologies for assessing pedestrian and bicyclist stress levels.	Pedestrian, Pedalcyclists	Street Design that Protects People	Task Force	City and County Staff	Public Works
ADA TRANSITION PLAN	Develop a plan to assess existing Americans with Disabilities Act (ADA) and TxDOT's accessibility guidelines to prioritize improvements in areas with high vulnerable road users (VRU) activity and documented accessibility issues.	Pedestrian	Street Design that Protects People	Task Force	City and County Staff	Public Works
TRANSPORTATION TECHNOLOGY PROGRAM	Evaluate emerging transportation technology and perform pilot tests for applications that enhance safety, such as video analytics that activate warning systems when pedestrians approach a crossing or traffic signal detection that supports timing changes that address the dilemma zone. [See also Vehicle Advancement (V2X) Program in the Safer Vehicles table.]	Applicable to All Emphasis Areas	Street Design that Protects People	Task Force	City and County Staff	Public Works

TABLE 4: RECOMMENDED TRANSPORTATION POLICIES AND PROGRAMS ADDRESSING SAFER SPEEDS

SAFE SYSTEM APPROACH CORE ELEMENT: SAFER SPEEDS						
POLICY OR PROGRAM RECOMMENDATION	DESCRIPTION	EMPHASIS AREA	CATEGORY	LEAD	PRIMARY SUPPORT	SECONDARY SUPPORT
PROCEDURE FOR ESTABLISHING SPEED ZONES	Develop a speed limit policy and procedures process based on current research and methodologies that include contextual factors and align with TxDOT's Speed Zone Manual.	Speed Related	Local Policies	Task Force	City and County Staff	Public Works
SCHOOL ZONE ENHANCEMENT PROGRAM	Develop a program that collaborates with local schools and parent-teacher associations to identify areas of enhanced safety improvements (rapid flashing beacons, speed feedback signs, etc.).	Speed Related	Street Design that Protects People	Task Force	City and County Staff	Local School Districts
TRAFFIC CALMING PROGRAM	Develop a program that follows industry standards/best practices for traffic calming guidelines.	Speed Related	Set Safe Speeds	Task Force	City and County Staff	

TABLE 5: RECOMMENDED TRANSPORTATION POLICIES AND PROGRAMS ADDRESSING SAFER VEHICLES

SAFE SYSTEM APPROACH CORE ELEMENT: SAFER VEHICLES						
POLICY OR PROGRAM RECOMMENDATION	DESCRIPTION	EMPHASIS AREA	CATEGORY	LEAD	PRIMARY SUPPORT	SECONDARY SUPPORT
VEHICLE ADVANCEMENT (V2X) PROGRAM	Evaluate and identify Texas' initiatives on connected and autonomous vehicles (Connected and Autonomous Vehicle Task Force) in order to provide the necessary infrastructure and facility upgrades.	Applicable to All Emphasis Areas	Autonomous Vehicles	Task Force	City and County Staff	Public Works
TRUCK/FREIGHT ROUTE POLICY	Develop a policy in accordance with TxDOT's guidelines on truck routes and truck parking restrictions. Consider local ordinances for designated truck routes and parking to identify areas where freight routes and VRU paths intersect and implement measures such as designated truck lanes or time-based restrictions to enhance safety.	Pedestrian, Pedalcyclists	Commercial Vehicle	Task Force	City and County Staff	Public Works
PUBLIC TRANSPORTATION SAFETY POLICY	Develop a safety protocol for public transit systems that includes regular vehicle inspections, driver training programs, and emergency preparedness plans. Align with state and federal transit safety regulations and collaborate with transit agencies to implement best practices.	Applicable to All Emphasis Areas	Transit Vehicles	Task Force	Transit Organization	

TABLE 6: RECOMMENDED TRANSPORTATION POLICIES AND PROGRAMS ADDRESSING SAFETY LEADERSHIP AND CULTURE

SAFE SYSTEM APPROACH CORE ELEMENT: SAFETY LEADERSHIP AND CULTURE						
POLICY OR PROGRAM RECOMMENDATION	DESCRIPTION	EMPHASIS AREA	CATEGORY	LEAD	PRIMARY SUPPORT	SECONDARY SUPPORT
ROAD TO ZERO COMMITMENT	Commit to a “Zero” Goal. Elected officials and department leaders adopt public commitment for zero traffic fatalities and serious injuries goal within a specific timeframe.	Applicable to All Emphasis Areas	Leadership	Task Force	City and County Officials	
SAFETY GRANTS INITIATIVE	Develop a program to continue efforts in applying for and receiving funding for safety improvements (safe routes to schools, Highway Safety Improvement Program, etc.)	Applicable to All Emphasis Areas	Stakeholder Engagement	Task Force	City and County Staff	
TRANSPORTATION TECHNOLOGY PROGRAM	Develop a program/policy to participate in existing TxDOT Strategic Initiatives and Innovation Division staying informed of new programs, emerging technologies, digital roadway data, enterprise artificial intelligence (AI) strategies and future traffic management centers and systems.	Applicable to All Emphasis Areas	Leadership	Task Force	City and County Staff	Information Technology Departments
PUBLIC AWARENESS CAMPAIGN	Develop a program aligned with TxDOT's safety campaigns to increase public awareness of traffic safety issues.	Applicable to All Emphasis Areas	Leadership	Task Force	City and County Staff	Community Organizations

Sample Documents Identified and Reviewed

WILLIAMSON COUNTY

LONG RANGE TRANSPORTATION PLAN¹

CITY OF CEDAR PARK

2023 MOBILITY MASTER PLAN²

CITY OF GEORGETOWN

2023 FUTURE MOBILITY PLAN³

AUSTIN AVENUE IMPROVEMENTS⁴

SIDEWALK MASTER PLAN⁵

BICYCLE MASTER PLAN⁶

NEIGHBORHOOD TRAFFIC MANAGEMENT POLICIES⁷

CITY OF LEANDER

2020 COMPREHENSIVE PLAN⁸

CITY OF ROUND ROCK

2023 TRANSPORTATION MASTER PLAN⁹

¹ <https://www.wilcotx.gov/1>

² <https://www.cedarparktexas.gov/DocumentCenter/View/5782/Cedar-Park-Mobility-Master-Plan-Report?bidId=>

³ https://2030.georgetown.org/wp-content/uploads/sites/6/2023/12/Future_Mobility_Plan_12-12-2023-web1.pdf

⁴ <https://georgetowntexas.gov/>

⁵ https://2030.georgetown.org/wp-content/uploads/sites/6/2024/02/GeorgetownSidewalkMasterPlan_FINAL_02142024-c.pdf

⁶ <https://transportation.georgetown.org/wp-content/uploads/sites/46/2019/12/Georgetown-Bicycle-Master-Plan-and-Appendix-11-10-2019.pdf>

⁷ <https://georgetowntexas.gov/>

⁸ <https://www.leandertx.gov/DocumentCenter/View/1058/2020-Comprehensive-Plan---All-Chapters-PDF?bidId=>

⁹ <https://www.roundrocktexas.gov/wp-content/uploads/2024/01/11.6-Round-Rock-TMP-Final-Report-reduced-size.pdf>



Appendix C

WILLIAMSON COUNTY SAFETY COUNTERMEASURES TECHNICAL MEMORANDUM

WILLIAMSON COUNTY SAFETY COUNTERMEASURES TECHNICAL MEMORANDUM

Introduction

The proposed improvements and strategies incorporate a range of safety countermeasures tailored to Williamson County's specific needs. This section briefly describes each infrastructure improvement, behavioral strategy, and policy recommendation, along with the types of collisions they address and high-level cost estimates. Safety countermeasures are categorized into segment-related (non-intersection), intersection-related, and vulnerable road users.

Segment-Related

Roadway and lane departure crashes account for 59% of fatal and serious injury crashes in Williamson County. **Table 1** provides a list of recommended segment-related countermeasures including infrastructure treatments, behavioral strategies, and policy recommendations.

TABLE 1: RECOMMENDED SEGMENT-RELATED COUNTERMEASURES

STRATEGY	TIMELINE	COST	CRASH TYPES ADDRESSED
Infrastructure Treatments			
Install centerline rumble strips.	Mid-term	\$, \$\$	Lane Departure, Head-On
Install raised medians or median barriers.	Mid-term	\$, \$\$	Lane Departure, Head-On, Angle
Install raised pavement markers or profiled center lines.	Near-, Mid-term	\$, \$\$	Lane Departure, Head-On
Install chevron signs, curve warning signs, posted speed limit reductions, and/or sequential flashing beacons in curves.	Near-, Mid-term	\$\$	Lane Departure, Curve-Related, Speed-Related
Install high friction pavement surface treatments.	Mid-, Long-term	\$\$, \$\$\$	Lane Departure
Install wider, brighter, and more durable edge lines, especially on curves.	Near-, Mid-term	\$\$, \$\$\$	Lane Departure, Curve-Related
Install signage to increase awareness of vulnerable road users who may be in the clear zone or in a sight-limited location such as a curve or tunnel.	Near-, Mid-, Long-term	\$, \$\$, \$\$\$	Lane Departure, Curve-Related, Pedestrian

STRATEGY	TIMELINE	COST	CRASH TYPES ADDRESSED
Install roadside safety hardware such as guardrail, cable barrier, or concrete barrier.	Near-term	\$, \$\$	Lane Departure
Locate and inventory fixed objects inside the clear zone to support development of programs and projects to reduce the severity of lane departure crashes.	Mid-, Long-term	\$\$, \$\$\$	Lane Departure, Pedestrian
Widen shoulders.	Mid, Long-term	\$\$, \$\$\$	Lane Departure, Bicyclist
Reconfigure vehicle lanes to mixed-use lanes.	Mid-, Long-term	\$\$	Pedestrian/Bicyclist, Speed Management
Behavioral Strategies			
Disseminate outreach materials and social media posts educating the public on the major causes of lane departure crashes, (e.g., speeding).	Near-term	\$, \$\$	Lane Departure
Host the National Highway Transportation Safety Administration (NHTSA) Speed Management Program course for local engineers, planners, and law enforcement.	Mid-term	\$, \$\$	Lane Departure, Speed Management
Use dynamic speed feedback signs on sections of roadways where speed related crashes are of concern.	Near-, Mid-term	\$, \$\$	Lane Departure, Speed Management
Encourage the use of coordinated high-visibility enforcement activities addressing high-risk driving behavior, particularly on weekends and evenings for alcohol and drug-impaired crashes.	Near-, Mid-term	\$, \$\$	Lane Departure, Impairment
Use Texas Highway Safety Office (TxHSO) Law Enforcement Liaisons (LELs) to improve participation from law enforcement in conducting high-visibility enforcement to address impaired driving.	Near-, Mid-term	\$, \$\$	Lane Departure, Impairment
Use TxHSO LELs to improve participation from law enforcement in conducting high-visibility enforcement to address distracted driving.	Near-, Mid-term	\$\$	Lane Departure, Distracted Driving
Policy Recommendations			
Develop a policy consistent with TxDOT's and the Illuminating Engineering Society's guidelines for roadway lighting installation, focusing on areas identified with CRIS data analysis.	Mid-term	\$, \$\$	Lane Departure, Dark Conditions

STRATEGY	TIMELINE	COST	CRASH TYPES ADDRESSED
Implement a feedback mechanism for road users to report maintenance issues in real time.	Mid-, Long-term	\$, \$\$	Lane Departure
Follow TxDOT's and Department of Public Safety's guidelines for high-visibility enforcement operations and public awareness campaigns targeted at aggressive driving.	Mid-, Long-term	\$, \$\$	Lane Departure, Speed Management
Partner with local organizations in Central Texas to implement interactive workshops and virtual reality simulations to demonstrate the dangers of impaired driving and distracted driving.	Mid-, Long-term	\$, \$\$	Lane Departure, Impairment, Distracted Driving
Develop a program that aligns with TxDOT's "Talk. Text. Crash." campaign aimed at informing drivers of the risks of distracted driving.	Mid-, Long-term	\$, \$\$	Lane Departure, Distracted Driving
Incorporate data from the HIN to determine areas where safety enhancement strategies (rumble strips, guardrail, wider edge lines, etc.) are prioritized.	Mid-term	\$, \$\$	Lane Departure
Deploy automated speed enforcement tools in work zones. Ensure compliance with TxDOT's work zone safety regulations.	Mid-, Long-term	\$\$, \$\$\$	Speed Management, Work Zone
Develop an implementable regular maintenance schedule of existing road signs to ensure sign visibility and compliance.	Near-, Mid-term	\$, \$\$	Lane Departure
Develop a speed limit policy and procedures process based on current research and methodologies that include contextual factors and align with TxDOT's Speed Zone Manual.	Mid-, Long-term	\$\$	Speed Management

Intersection-Related

Intersection-related crashes account for 41% of fatal and serious injury crashes in Williamson County. Intersections present complex traffic interactions that contribute to higher crash frequencies. **Table 2** provides a list of recommended countermeasures to reduce potential conflicts at an intersection.

TABLE 2: RECOMMENDED INTERSECTION-RELATED COUNTERMEASURES

STRATEGY	TIMELINE	COST	CRASH TYPES ADDRESSED
Infrastructure Treatments: Speed Reduction/Management			
Install transverse rumble strips on rural stop-controlled approaches.	Near-, Mid-term	\$, \$\$	Angle
Provide advanced dilemma zone detection (real-time warning) for high-speed approaches at rural signalized intersections.	Mid-term	\$\$	Speed Management, Angle, Rear-End
Install curb extensions at intersections.	Near-, Mid-term	\$, \$\$	Pedestrian/Bicyclist, Speed Management
Infrastructure Treatments: Intersection Reconfiguration			
Install or convert intersections to roundabouts.	Long-term	\$\$\$	Angle, Speed Management
Convert permitted left turns to protected left turns at signal.	Mid-, Long-term	\$\$\$	Angle
Use intersection conflict warning systems (real-time warning) to warn drivers on mainline or side roads of conflicting traffic at rural intersections.	Mid-, Long-term	\$\$\$	Angle
Increase pavement friction using high friction surface treatments at intersection approaches.	Near-, Mid-term	\$\$	Rear-End, Angle
Restrict or eliminate turning maneuvers at intersections that create conflicts for drivers, pedestrians, and/or bicyclists.	Near-, Mid-term	\$, \$\$	Angle, Pedestrian
Restrict access to properties/driveways adjacent to intersections using closures or turn restrictions.	Near-, Mid-term	\$, \$\$	Angle
Infrastructure Treatments: Traffic Signal Improvements			
Install signal preemption at intersections.	Mid-term	\$\$, \$\$\$	Emergency Vehicles, Rear-End, Angle
Modify signal phasing to implement a leading pedestrian interval. Add bicycle traffic signals where bike lanes are installed.	Mid-, Long-term	\$\$, \$\$\$	Pedestrian, Bicyclist
Coordinate arterial signals.	Near-term	\$\$	Rear-End, Angle
Implement flashing yellow arrows at signals.	Near-, Mid-term	\$\$, \$\$\$	Angle

STRATEGY	TIMELINE	COST	CRASH TYPES ADDRESSED
Optimize traffic signal clearance intervals, including consideration for leading pedestrian intervals.	Near-. Mid-term	\$\$, \$\$\$	Angle, Pedestrian
Infrastructure Treatments: Intersection Visibility Improvements			
Increase sight distance (visibility) of intersections on approaches such as applying daylighting treatments (e.g., markings, curb bulb outs) and increasing vegetation management.	Near-. Mid-term	\$, \$\$	Angle
Add retroreflective borders to traffic signal head back plates.	Near-term	\$, \$\$	Dark Conditions
Increase the visibility of signals and signs at intersections.	Near-. Mid-term	\$, \$\$	Dark Conditions
Add lighting, including pedestrian-scale lighting.	Mid-, Long-term	\$\$\$	Dark Conditions, Pedestrian
Install retroreflective markings and pavement treatments to enhance visibility at night.	Near-term	\$	Dark Conditions, Lane Departure
Behavioral Strategies			
Support and educate the public on the safety advantages of using emerging technologies such as intelligent transportation systems and connected vehicles.	Mid-, Long-term	\$, \$\$	Angle
Use TxHSO Law Enforcement Liaisons to improve participation from law enforcement in conducting high-visibility enforcement to address red light running.	Near-, Mid-term	\$, \$\$	Angle
Conduct focused intersection enforcement patrols in conjunction with high-visibility behavioral campaigns (e.g., impaired driving, occupant protection, distracted driving).	Mid-, Long-term	\$\$, \$\$\$	Impairment, Distracted Driving, Seatbelt Use
Encourage the use of coordinated high-visibility enforcement activities addressing high-risk driving behavior, particularly on weekends and evenings for alcohol and drugged-related crashes.	Near, Mid-term	\$, \$\$	Impairment, Speed Management
Conduct impaired driving training for law enforcement personnel, including Drug Recognition Expert and Advanced Roadside Impaired Driving Enforcement training programs.	Near-, Mid-term	\$, \$\$	Impairment
Policy Recommendations			
Develop an Intersection Control Evaluation (ICE) policy consistent with TxDOT's ICE framework to determine appropriate intersection improvements.	Mid-term	\$\$	Angle, Speed Management
Develop a traffic calming program.	Mid-term	\$, \$\$	Speed Management
Follow FHWA's Adaptive Signal Control Technologies guidance when planning and implementing adaptive signal control systems to improve emergency response times.	Near-, Mid-term	\$\$	Angle, Speed Management

Vulnerable Road Users

Vulnerable road users include pedestrians and pedalcyclists. Pedestrians accounted for 88 fatal and serious crashes and pedalcyclists accounted for 41 fatal and serious injury crashes within Williamson County from 2019 to 2023. **Table 3** provides a list of recommended countermeasures to improve the safety of vulnerable road users.

TABLE 3: RECOMMENDED VULNERABLE ROAD USER-RELATED COUNTERMEASURES

STRATEGY	TIMELINE	COST	CRASH TYPES ADDRESSED
Infrastructure Treatments: Enhance Pedestrian and Bicycle Crossings			
Update existing or develop new pedestrian crossings that include additional features such as marked crosswalks, rectangular rapid flashing beacons, curb extensions, raised crosswalks, or advanced warnings.	Near-, Mid-, Long-term	\$\$	Pedestrian/Bicyclist
Increase sight distance and visibility at pedestrian and bicyclist crossings by clearing vegetation, extending crossing times, adding pedestrian and bicyclist leading intervals and/or adding pedestrian-scale illumination. At mid-block locations, provide adequate distance between stop bars and the crossing; apply speed management as needed to provide sufficient stopping time for motorists; and consider the use of raised crossings.	Near-, Mid-, Long-term	\$, \$\$, \$\$\$	Pedestrian/Bicyclist, Speed Management
Add refuge islands and raised pedestrian and bicyclist crossings and shorten crossing distances with bicycle friendly curb extensions or daylighting treatments where these crosswalk enhancements are needed.	Mid-, Long-term	\$\$, \$\$\$	Pedestrian/Bicyclist, Speed Management
Infrastructure Treatments: Improve Lighting			
Illuminate crosswalks with positive contrast to make it easier for a driver to identify the pedestrian visually.	Long-term	\$\$\$	Pedestrian/Bicyclist, Dark Conditions
Infrastructure Treatments: Roadway Reconfiguration			
Reduce the number of travel lanes, assess posted speed limit, narrow travel lanes, and install separated bicycle and pedestrian facilities in areas with high multi-modal use.	Near-, Mid-, Long-term	\$\$\$	Pedestrian/Bicyclist, Speed Management
Install center and/or bicycle-friendly edge line rumble strips.	Mid -, Long-term	\$\$, \$\$\$	Pedestrian/Bicyclist, Roadway Lane Departure
Install separated pedestrian facilities (sidewalks and multi-use paths), especially in urban areas and adjacent to schools, bus stops, and school walk areas. Right-size the facilities to the projected pedestrian and pedalcyclist demand.	Mid -, Long-term	\$\$, \$\$\$	Pedestrian/Bicyclist

STRATEGY	TIMELINE	COST	CRASH TYPES ADDRESSED
Infrastructure Treatments: Intersection Improvements Designed for Active Transportation User Safety			
Install left turn lanes designed and operated with explicit consideration for safety of active transportation users.	Long-term	\$\$, \$\$\$	Pedestrian/Bicyclist, Angle
Restrict or eliminate turning maneuvers at intersections that create conflicts for drivers, pedestrians, and/or bicyclists.	Near-term	\$\$	Pedestrian/Bicyclist, Angle
At traffic signals, add bicycle signal heads and provide a leading signal interval. At intersections, install colored bicycle boxes where appropriate for bicycle movements.	Mid-, Long-term	\$\$\$	Pedestrian/Bicyclist
Infrastructure Treatments: Separated Pedestrian/Bicycle Facilities			
Remove permissive left turn signals that conflict with pedestrian/bicyclist movements, eliminate right turn on red at signals, and provide protected signal phases for pedestrian/bicyclist movements.	Near-, Mid-term	\$\$\$	Pedestrian/Bicyclist
Install separated pedestrian and bicycle facilities such as sidewalks, buffered or protected bike lanes, shared use paths, and regional trails. Right-size the facilities to the projected pedestrian and pedalcyclist demand.	Long-term	\$\$\$	Pedestrian/Bicyclist
Add a delay between the pedestrian walk phase and vehicle green phase.	Near-term	\$	Pedestrian
Behavioral Strategies			
Educate the public about the need to be self-aware when traveling and conspicuous, particularly when walking or biking. Encourage the public to wear bright-colored clothing and carry a flashlight. Provide reflective tapes and materials for handing out.	Near-term	\$	Pedestrian/Bicyclist
Partner with local law enforcement to conduct high-visibility speed enforcement in and around school zones during start and end times.	Near-, Mid-term	\$, \$\$	Pedestrian/Bicyclist, Speed Management
Use dynamic speed feedback signs in school zones during start and end times.	Near-, Mid-term	\$, \$\$	Pedestrian/Bicyclist, Speed Management
Promote public awareness of vulnerable user safety issues, contributory circumstances, and provide education/ training for pedestrians, bicyclists, and motorists of all ages on ways to avoid crashes.	Mid-, Long-term	\$, \$\$	Pedestrian/Bicyclist

STRATEGY	TIMELINE	COST	CRASH TYPES ADDRESSED
Coordinate and support vulnerable road user safety and enforcement by law enforcement to conduct high-visibility enforcement of bicyclists, pedestrians, and motorists who are violating traffic safety laws that may endanger them or other multi-modal travelers.	Near-, Mid-term	\$, \$\$	Pedestrian/Bicyclist
Disseminate outreach materials, and training to educate the public and law enforcement personnel on new traffic control devices, such as Pedestrian Hybrid Beacons (HAWK signals).	Mid-term	\$, \$\$	Pedestrian/Bicyclist
Policy Recommendations			
Increase enforcement strategies (speed feedback signs, high-visibility enforcement, etc.) that comply with Texas state laws regarding speeding within a school zone.	Near-, Mid-term	\$, \$\$	Pedestrian/Bicyclist
Develop a policy that includes crash data analysis and community input involving vulnerable road users in Central Texas to identify specific needs and concerns.	Mid-, Long-term	\$\$, \$\$\$	Pedestrian/Bicyclist
Develop initiatives to improve safety for vulnerable road users and adhere to TxDOT's design standards and national best practices. These include pedestrian countdown signals, protected bike lanes, and public engagement campaigns.	Mid-, Long-term	\$\$, \$\$\$	Pedestrian/Bicyclist
Develop a Complete Streets policy to enhance the pedestrian/bicyclist environment along roadways with higher-than-normal pedestrian/bicyclist activity.	Mid-, Long-term	\$\$, \$\$\$	Pedestrian/Bicyclist
Consider developing a policy based on TxDOT's methodologies for assessing pedestrian and bicyclist level of traffic stress (LTS).	Mid-, Long-term	\$, \$\$	Pedestrian/Bicyclist
Develop a plan to assess existing Americans with Disabilities Act (ADA) and TxDOT's accessibility guidelines to prioritize improvements in areas with high ped/bike activity and documented accessibility issues.	Mid-, Long-term	\$, \$\$	Pedestrian/Bicyclist
Develop a policy in accordance with TxDOT's guidelines on truck routes and consider local ordinances for designated truck routes to identify areas where freight routes and ped/bike paths intersect and implement measures such as designated truck lanes or time-based restrictions.	Mid-, Long-term	\$\$, \$\$\$	Pedestrian/Bicyclist
Develop a program that collaborates with local schools and parent-teacher associations to identify areas for enhanced safety improvements (e.g., rectangular rapid flashing beacons, speed feedback signs).	Mid-, Long-term	\$\$	Pedestrian/Bicyclist
Develop a program that follows national best practices for traffic calming guidelines.	Mid-, Long-term	\$\$	Pedestrian/Bicyclist



Appendix D

WILLIAMSON COUNTY SYSTEMIC SAFETY PACKAGES

Williamson County Systemic Safety Packages

Emphasis Area	Package Name	HSIP Work Code(s)	Countermeasures	Area Type	Location	Intersection Control	Crash Patterns and Candidate Locations Guidance
Intersections	Close Median Openings	516	Close Crossover	Urban, Rural	Segment, Intersection	Stop-Controlled	Removing existing median opening to eliminate certain movements at the intersection (to and from the minor road). This includes locations where improvements to sight distance or installing traffic signals are not feasible.
Intersections	Dedicated Right- and Left-Turn Lanes	509, 520, 521, 522, 526	Channelization; Add Left-Turn Lane; Lengthen Left-Turn Lane; Add Right-Turn Lane; Lengthen Right-Turn Lane; Positive Offset Left-Turn Lanes	Urban, Rural	Intersection	Stop-Controlled	Addresses rear-end crash patterns involving stopped or slowed vehicles making a turn. Recommended for corridors with posted speeds greater than 50 mph. Projects should include all intersection standard signing and pavement markings.
Intersections	Enhanced Rural Warning Upgrades	145, 545	Flashing or LED-embedded Stop Signs; Transverse Rumble Strips	Rural	Intersection	Stop-Controlled	Addresses crash patterns where drivers fail to stop due to inattentive or drowsy driving. Addresses right-angle crashes at unsignalized intersections.
Intersections	Enhanced Signal Operation Upgrades	111, 138	Interconnect Signals Install Flashing Yellow Arrow	Urban	Intersection	Signalized	Addresses left-turn crashes where drivers fail to yield.
Intersections	Install Intersection Lighting	305	Safety Lighting at Intersection	Urban, Rural	Intersection	Stop-Controlled	Crash Modification Factors should be applied to individual locations or groups of intersections with a history of nighttime crashes. AASHTO has not established safety lighting warrants for non-freeway locations. FHWA has provided examples fo guidance for intersection lighting warrants based upon Functional Class and AADT: https://highways.dot.gov/safety/other/visibility/fhwa-lighting-handbook-august-2012/4-analysis-lighting-needs .
Intersections	Install Median Turn Arounds or U-Turns	510, 550	Construct Turn Arounds; Restricted Crossing U-Turn (RCUT)	Urban	Intersection	Signalized	Consider for divided roadways with a median that has heavy through traffic and moderate left-turn volumes.
Intersections	Install or Improve Traffic Signals	107, 108, 118	Install Traffic Signal; Improve Traffic Signals; Replace Flashing Beacon with a Traffic Signal	Urban	Intersection	Signalized	The TxDOT Traffic and Safety Analysis Procedures (TSAP) Manual includes an Intersection Control Selection Matrix for considerations and guidance on the applicable Operational Analysis Tools per each type of signalized intersection.
Intersections	Leading Pedestrian Intervals	109	Implement Leading Pedestrian Interval (LPI) Timing	Urban	Intersection	Signalized	Prioritize locations with a high volume of pedestrian traffic. Eligible LPI projects should let to contract with the installation of Audible Pedestrian Signals.
Intersections	Roundabouts	547	Construct a Roundabout	Urban, Rural	Intersection	Stop-Controlled, Signalized	This package is limited to conversion of existing intersections to single-lane roundabouts only. Requires Intersection Control Evaluation.
Intersections	Signalized Intersection Visibility Upgrades	119, 122, 124, 128, 401, Other	Install Overhead Signs; Install Advanced Warning Signals (Intersection - Existing Warning Signs); Install Advanced Warning Signals and Signs (Intersection); Install Advanced Warning Signs (Intersection); Install Pavement Markings; Signal Head Backplates	Urban, Rural	Intersection	Stop-Controlled	Addresses crash patterns where drivers disregard the signal, fail to stop, or fail to yield (angle, turning, rear end).
Intersections	Stop-Controlled Visibility Upgrades	119,122, 124, 128, 145, 401	Install Overhead Signs; Install Advanced Warning Signals (Intersection - Existing Warning Signs); Install Advanced Warning Signals and Signs (Intersection); Install Advanced Warning Signs (Intersection); Flashing or LED-embedded Stop Signs; Install Pavement Markings	Rural	Intersection	Stop-Controlled	Addresses crash patterns where drivers fail to stop (angle, turning, rear end). Where Overhead Flashing Beacons (OFBs) previously funded by the HSIP are removed due to the installation of roadside flashers or embedded LEDs, the OFBs must have met the 10-year service life.
Other (Left-Turn Crashes)	Positive Offset Left-Turn Lanes	203, 519	Install Raised Median; Add Left Turn Lane	Urban, Rural	Intersection, Segment	Stop-Controlled	Installing left-turn lanes and/or right-turn lanes should be considered for the major road approaches for improving safety at both three- and four-leg intersections with stop control on the minor road where significant turning volumes exist or where there is a history of left-turn crashes.
Other (Left-Turn Crashes)	Raised Medians	203	Install Raised Median	Urban	Segment	N/A	Raised medians should be considered for replacing two-way left-turn lanes when AADT is approximately 20,000 vehicles or more. Medians should also be located where they can also serve as refuge for pedestrian crossings.
Other (Left-Turn Crashes)	Two-Way Left-Turn Lanes	518	Install Continuous Turn Lane	Urban, Rural	Intersection	Stop-Controlled	Recommended where turn lanes were not previously provided and the stop control is located at the minor approaches.
Roadway Lane Departure	Enhanced Delineation on Curves	113, 123, 125, 130, 136, 137, 139, 401, 402, 404, 532, 533, 534, 542, 543, 544	Install Delineators; Install Advanced Warning Signals (Curve- Existing Warning Signs); Install Advanced Warning Signals and Signs (Curve); Install Advanced Warning Signs (Curve); Install Chevrons (Curve); Install LED Flashing Chevrons (Curve); Install Surface Mounted Delineators on Centerline; Install Pavement Markings; Install Edge Marking; Install Centerline Striping; Milled Edgeline Rumble Strips; Profile Edgeline Markings; Raised Edgeline Rumble Strips; Milled Centerline Rumble Strips; Profile Centerline Markings; Raised Centerline Rumble Strips	Urban, Rural	Curve	N/A	Consider in advance of or within curves, particularly on rural, two-lane undivided roadways.

Williamson County Systemic Safety Packages

Emphasis Area	Package Name	HSIP Work Code(s)	Countermeasures	Area Type	Location	Intersection Control	Crash Patterns and Candidate Locations Guidance
Roadway Lane Departure	Install Median or Roadside Barriers	201, 217	Install Median Barrier; Install Impact Attenuation System	Urban, Rural	Segment	Not Applicable (N/A)	TxDOT HSIP Guide: - Existing median width must be <= 70' - Cable median barriers are for use only on medians > 25' in width - Concrete median barriers can be used on all median widths Locations of projects will be prioritized in as follows: 1) By Functional Class (Interstate, non-Interstate freeways, other principal arterials, all others) 2) 0-45' median widths in urban and rural areas 3) Greater than 45' median widths in rural areas 4) Greater than 45' median widths in urban areas AASHTO's Roadside Design Guide (RDG): Recommended: High-speed fully controlled-access roadways with median is less than 30' in width and AADT is greater than 20,000 Optional: Median is greater than 50' and AADT is less than 20,000 Analysis Required: Median is between 30' and 50' to determine the cost effectiveness of median barrier installation.
Roadway Lane Departure	Install Segment Lighting	304	Safety Lighting	Urban, Rural	Segment, Curve	N/A	Per the TxDOT Highway Illumination Manual, continuous lighting is eligible for: 1) Urban Freeways 2) Multi-lane arterials with partial access At least one of four warrants must also be met. https://onlinemanuals.txdot.gov/TxDOTOnlineManuals/TxDOTManuals/hwi/continuous_lighting1.htm
Roadway Lane Departure	Widen Roadway or Shoulders	502, 503, 504, 534, 536, 537, 541	Widen Lane(s); Widen Paved Shoulder (to 5 ft. or less); Construct Paved Shoulders (1-4 ft.); Widen Paved Shoulders (to >5 ft.); Construct Paved Shoulders (>= 5ft.); Provide Additional Paved Surface Width; Raised Edgeline Rumble Strips	Rural	Segment, Curve	N/A	Consider for rural two-lane, two-way undivided highways with a pavement surface less than or equal to 24' in width.
Speeding	Dynamic Speed Feedback Signs	150	Install Dynamic Speed Feedback Signs	Urban, Rural	Segment	N/A	Dynamic speed feedback signs are recommended in advance of school zones, work zones, and on segments where the speed limit has been reduced due to sharp horizontal curves. Facility owners may also use discretion to install signs at locations with a history of speed-related crashes or active transportation crossing activity
Speeding	Reduce Street Width	409, Other	Install Pedestrian Refuge Islands; Install Curb Extensions	Urban	Segment	N/A	Table 3.1 of the ePrimer noted that all these measures are "5 – traffic calming measure may be appropriate" for Arterials and lower functional classification.
Speeding	Traffic Calming	409, Other	Install Pedestrian Refuge Islands; Install Curb Extensions; Install Vertical or Horizontal Deflection	Urban	Segment	N/A	See FHWA Traffic Calming ePrimer, Module 3: Toolbox of Individual Traffic Calming Measures. https://highways.dot.gov/safety/speed-management/traffic-calming-eprimer
Vulnerable Road Users	Activated Warning Devices at Uncontrolled Crossing Locations	143, 144	Pedestrian Hybrid Beacon; Install Rectangular Rapid Flashing Beacon (RRFB)	Urban	Crossing Locations	N/A	Per the TxDOT guidelines issued on 9/11/2018, both RRFBs and PHBs must meet the following requirements: - an established crosswalk with adequate visibility, markings, and signs - a posted speed limit of 40 mph or less (does not include school speed zones) - 20 pedestrians or more crossing in one hour - location deemed as a high risk area (e.g. schools, shopping centers) - crosswalk is more than 300 ft. from an existing traffic-controlled pedestrian crossing PHBs must also complete an engineering study per Chapter 4F of the Texas Manual on Uniform Traffic Control Devices (TMUTCD). https://ftp.txdot.gov/pub/txdot/crossroads/trf/rrfb-and-phb-revised-guidelines-memo-sep-2018.pdf
Vulnerable Road Users	Enhanced Pedestrian Crossing Upgrades	203, 409	Install Raised Median; Install Pedestrian Refuge Islands	Urban	Segment, Intersection	Signalized	Pedestrian refuge islands should always be considered at a marked uncontrolled crossings on roadways with 4+ lanes without raised medians, as shown in Table 1 of the FHWA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations. Raised crosswalks are candidate countermeasures on roadways with 2 or 3 lanes, with or without raised medians, and where the posted speed limit is less than or equal to 30 mph. Curb extensions are candidate countermeasures at all marked uncontrolled crossings.
Vulnerable Road Users	Pedestrian Crossing Deterrents	225	Pedestrian Crossing Deterrents	Urban	Segment	N/A	Package is applicable on segments of divided highways to prohibit pedestrian crossings.
Vulnerable Road Users	Pedestrian Level Lighting Upgrades	304, 305	Safety Lighting at Intersection; Safety Lighting	Urban, Rural	Crossing Locations	N/A	These crosswalk visibility enhancements should always be considered or occur at a marked uncontrolled crossing, based upon the roadway configuration, AADT, and posted speed limit, as shown in Table 1 of the FHWA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations.
Vulnerable Road Users	Sidewalks or Paths	407, 408	Install Sidewalks; Add Shared Use Path	Urban, Rural	Segment	N/A	Install sidewalks or shared-use paths where none existed previously on corridors identified as Potential Risk Segments on Focus Facilities in the District-specific summaries of the Texas Pedestrian Safety Action Plan (PSAP): https://www.txdot.gov/about/advisory-committees/bicycle-pedestrian-advisory-committee/pedestrian-safety-action-plan.html
Vulnerable Road Users	Uncontrolled Crossing Upgrades	114, 133, 134, 403	Install Pedestrian Crosswalk; Install Advanced Crossing Signage; Install School Zones; Improve School Zone	Urban, Rural	Intersection, Segment	Stop-Controlled	Parking should be restricted a minimum of 20' from crosswalks where posted speeds are 25 mph or less and 30' where speeds are higher. TMUTCD Section 2B.12, In-Street and Overhead Pedestrian Crossing Signs, contains additional information about in-street pedestrian crossing signs.



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Conduct a Public Hearing regarding the Barksdale Phase 3 Annexation Case A-25-0022 for the voluntary annexation of 48.96 acres $\pm$ in size; more particularly described by Williamson Central Appraisal District Parcels R338810, R407805 and R407804; and generally located at the northwest corner of Journey Parkway and CR 175, Leander, Williamson, Texas.

- Discuss and consider action regarding Annexation Case A-25-0022 as described above.

BACKGROUND:

A resolution was adopted on May 15, 2025, and commenced the voluntary annexation of 48.96 acres $\pm$ in size as described above. The resolution set the public hearing for June 17, 2025, and the readings of the ordinance for June 17, 2025, and July 1, 2025. The Planning, Engineering, Parks, Fire, and Police Departments have reviewed this application and do not have concerns with providing adequate service to the property.

The City Council heard a development proposal for this development during the September 19, 2024, meeting and unanimously voted to not support the request for only residential uses at the intersection.

APPLICANT REQUEST:

The applicant is requesting annexation of the property in order to develop the 48.96 acres $\pm$ in size into a single-family residential subdivision. The applicant wishes to develop the property as a continuation of the Barksdale Subdivision, located to the west. This property is subject to a development agreement between the property owner and the City that requires annexation when the land use redevelops and is no longer used for agricultural purposes.

Comprehensive Plan Amendment Case CPA-25-0017 and Zoning Case Z-25-0166 are associated with this annexation, which are items on this agenda. Upon completion of the annexation, the next step in the development process is to submit a Concept Plan for the site.

This development includes a proposal for multiple zoning districts that would be the continuation of the existing Barksdale Subdivision with a mix of Single-Family Compact (minimum 50-foot lot width), Single-Family Urban (minimum 60-foot lot width), and Single-Family Suburban (minimum 70-foot lot width) lots.

SIZE & LOCATION:

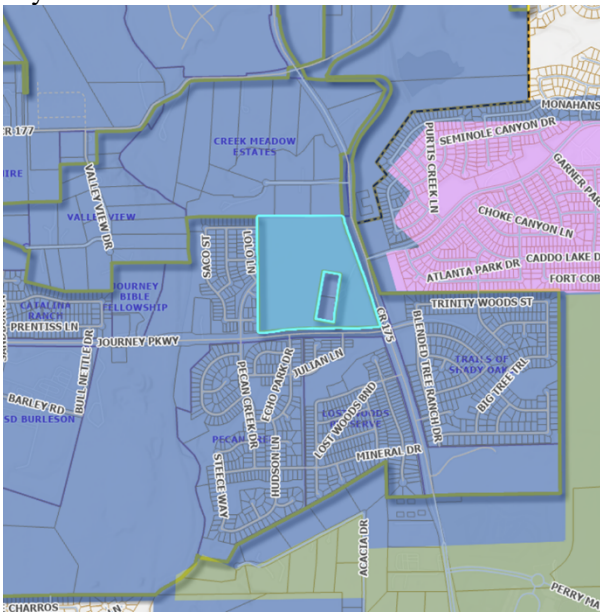
The property is located west of northwest of the intersection of CR 175 and Journey Parkway, including approximately 48.96 acres $\pm$ in size. The homestead located within the site is currently within the City Limits and has an interim zoning of SFR-1-B (Single-Family Rural). This property is on the southern edge of City Limits and is contiguous with existing residential development.



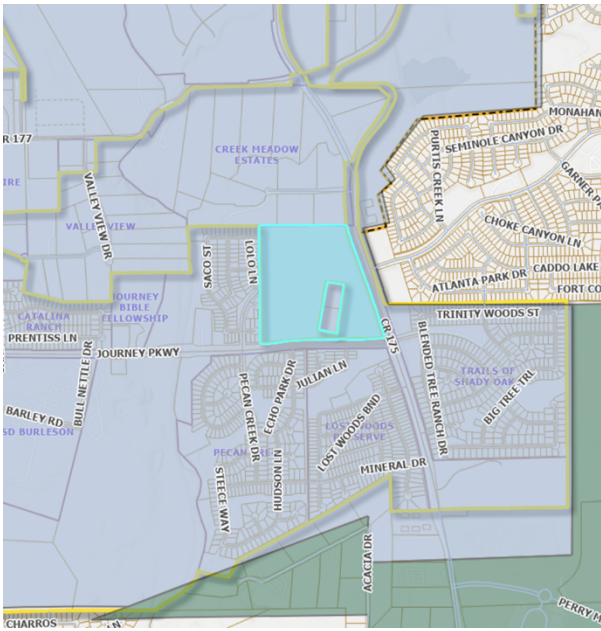
UTILITIES:

The site is located within the Certificate of Convenience and Necessity (CCN) of City of Leander water and wastewater. The property has access to existing water and wastewater from Barksdale Phase 1 and along Journey Parkway. The utilities will be required to be extended throughout the subdivision to allow for the continuity of services to neighboring properties.

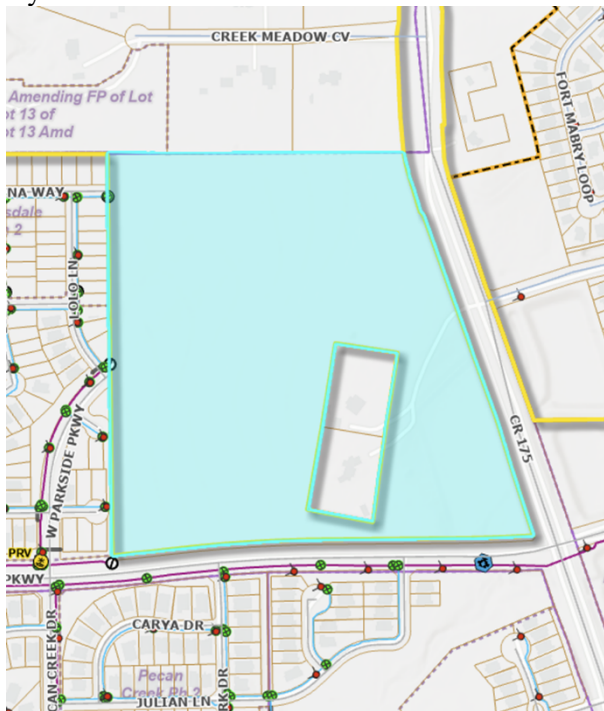
City of Leander Water CCN:



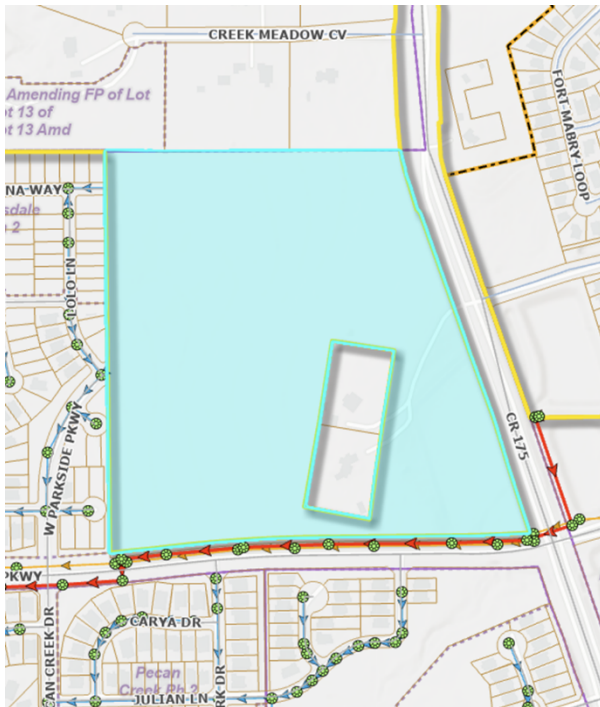
City of Leander Water CCN:



City of Leander Water Services:



City of Leander Wastewater Services:



ROAD NETWORK:

This proposal will include a series of internal roads to serve the neighborhood. The developer will need to provide for any required right-of-way dedications for Journey Parkway and CR 175. Williamson County is undergoing a project to expand CR 175 beginning just north of the site to match the existing layout as it approached Journey Parkway.

CONSEQUENCES OF NOT ANNEXING:

If the City chooses not to annex the land, there is a risk that the development can still move forward since they are located within the Leander water service area. The city would not have land use control and the future property owners would not have to pay property taxes.

HISTORY/TIMELINE:

09/19/2024 – Development Proposal Review

05/15/2025 - Resolution Adopted

APPLICANT/AGENT:

Kimley-Horn (Kyle Marquez) on behalf of the Estate of the Peggy Borho Simpson (Christy Simpson Ledbetter)

RECOMMENDATION:

As part of the evaluation of this request, the City Council has the following options:

1. Approve the request for annexation; or
2. Deny the request for annexation.

Staff recommends Option 1 listed above – Approve the request for annexation. Staff made this recommendation after evaluating the surrounding area and confirming that city services are readily available for development.

The next item on the agenda is the Comprehensive Plan Amendment and Zoning case associated with this development. Action on this item does not approve the Comprehensive Plan Amendment or Zoning case.

PRESENTER:

Fiscal Impact

Attachments:

1. A-25-0022 Att 1 Barksdale Ph 3 - Resolution
2. A-25-0022 Att 2 Barksdale Ph 3 - Location Map

RESOLUTION NO. 25-015-00

A RESOLUTION OF THE CITY OF LEANDER, TEXAS, ACCEPTING THE PETITION FOR ANNEXATION OF 48.96 ACRES, MORE OR LESS, OF LAND LOCATED IN WILLIAMSON COUNTY, TEXAS; SETTING AN ANNEXATION SCHEDULE; PROVIDING FOR OPEN MEETINGS AND OTHER RELATED MATTERS.

WHEREAS, the executor of the estate of Peggy Borho Simpson has submitted a petition to the City of Leander, Texas, (hereinafter, the “City”), a home-rule City, for annexation of certain property located within Williamson County, Texas, said property, more particularly described in **Exhibit B** attached hereto and incorporated by reference herein (the, “Subject Property”), into the City limits on behalf of the heirs of the estate; and

WHEREAS, the Subject Property is contiguous and adjacent to the corporate limits of the City; and

WHEREAS, after review and consideration of such request and petition for annexation of the Subject Property, the City Council finds that the Subject Property may be annexed pursuant to §43.0671 of the *Local Government Code*; and

WHEREAS, the petitioner has agreed and consented to the annexation of the Subject Property by the City and further agreed to be bound by all acts, ordinances, and all other legal action now in force and effect within the corporate limits of the City and all those which may be hereafter adopted.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

Section 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

Section 2. Proceedings. The petition for annexation, attached hereto as **Exhibit A**, of the Subject Property described hereinbelow and further described in **Exhibit B** and the service plan attached hereto as **Exhibit C**, are hereby accepted (all exhibits described herein are incorporated by reference herein for all purposes).

Subject Property:

BEING a 48.96 acres tract of land situated in the Anastasha Carr Survey, Abstract 122, Williamson County, Texas, and being a portion of a called 59.319 acres tract described in Vol. 2542, Page 838, O.P.R.W.C.T.; save and except a called 2.00 acres tract of land described to Jane Simpson Russell and John R. Russell, as shown on instrument recorded under Document No. 2007065707, O.P.R.W.C.T.; and save and except a called 2.00 acres tract of land described to Paul G. Ledbetter and Christy D. Ledbetter, as shown on instrument recorded under Document Number 2001020575, O.P.R.W.C.T.

A public hearing has been set for the date of **Tuesday, June 17, 2025**. Notice of such hearing shall be posted and the hearing shall be open to the public to accept public comment on the annexation request. In the event of a conflict between the Subject Property description contained herein and the description provided in **Exhibit B**, **Exhibit B** shall control.

Section 3. Severability. Should any section or part of this Resolution be held unconstitutional, illegal, or invalid, or the application to any person or circumstance thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this Resolution are declared to be severable.

Section 4. Open Meetings. It is hereby officially found and determined that the meeting at which this Resolution is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't. Code.*

PASSED AND APPROVED this the 15th day of May, 2025.

ATTEST:

THE CITY OF LEANDER, TEXAS



Dara Crabtree, City Secretary


Christine DeLisle, Mayor



Exhibit A

PETITION

(see attached)

STATE OF TEXAS §
 §
COUNTY OF WILLIAMSON §

REQUEST & PETITION TO THE CITY COUNCIL OF THE CITY OF LEANDER
FOR ANNEXATION OF PROPERTY

WHEREAS, the undersigned is the executor of the Estate of Peggy Borho Simpson and the aforementioned estate contains a property located within Williamson County, Texas, such properties being more particularly described hereinafter by true and correct legal descriptions (the, "Subject Property"); and

WHEREAS, the undersigned on behalf of the heirs of the estate of Peggy Borho Simpson has sought the annexation of the Subject Property by the City of Leander, Texas, (hereinafter sometimes referred to as "City"), in order to obtain the benefits of City services to the Subject Property by the City; and

WHEREAS, the Subject Property is contiguous and adjacent to the corporate limits of the City; and

WHEREAS, the City, pursuant to §43.003, *Tex. Loc. Gov't. Code* and the request of the property owner, is authorized to annex the Subject Property; and

WHEREAS, pursuant to §43.0672, *Tex. Loc. Gov't. Code*, the City and the undersigned have negotiated and entered into a written agreement for the provision of services to the Subject Property, said agreement being attached hereto as **Exhibit A** and incorporated by reference herein; and

WHEREAS, the undersigned agrees and consents to the annexation of the Subject Property by the City and further agrees to be bound by all acts, ordinances, and all other legal action now in force and effect within the corporate limits of the City and all those which may be hereafter adopted.

NOW THEREFORE, the undersigned by this Petition and Request:

SECTION ONE: Requests the City Council of the City to commence annexation proceedings and to annex into the corporate limits of the City of Leander, Texas, of all portions of the Subject Property described as follows:

SEE EXHIBIT B ATTACHED HERETO AND INCORPORATED BY REFERENCE HEREIN FOR ALL PURPOSES.

SECTION TWO: Requests that after annexation the City provide such services as are legally permissible and provided by the City, including sanitation, water and general governmental services as set forth in the written agreement regarding the provision of services attached hereto as **Exhibit A**.

SECTION THREE: Acknowledges executing and entering into the agreement, attached hereto as Exhibit A, and that such agreement is wholly adequate and acceptable to the undersigned who hereby requests the City Council to proceed with the annexation and to publish notice and hold the requisite public hearing thereon, in accordance with the applicable laws of the State of Texas.

SECTION FOUR: Acknowledges that the undersigned understands and agrees that all City services to the Subject Property will be provided by the City on the same terms and conditions as provided to other similarly situated areas of the City and as provided in the written agreement regarding the provision of services attached hereto as Exhibit A.

SECTION FIVE: Agrees that a copy of this Request and Petition may be filed of record in the offices of the City of Leander and in the real property records of Williamson County, Texas, and shall be notice to and binding upon all persons or entities now or hereafter having any interest in the Subject Property.

FILED, this 15th day of May 2025, with the City Secretary of the City of Leander, Williamson County, Texas.

Petitioner(s):

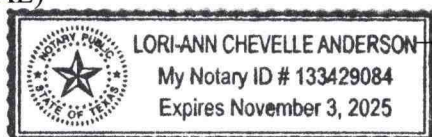
By: Christy Simpson Ledbetter
Christy Simpson Ledbetter
Independent Executor of the Estate of Peggy Borho Simpson
Williamson County, Texas, No. 24-0422-CP4

STATE OF TEXAS §
§
COUNTY OF Williamson §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Christy Simpson Ledbetter, Executor of the Estate of Peggy Borho Simpson and Petitioner herein, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged that they had authority to bind the entity and that they executed the same for the purposes therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 23 day of April 2025.

(SEAL)



[Signature]
Notary Public - State of Texas

Exhibit B

PROPERTY DESCRIPTION

(see attached)

LEGAL DESCRIPTION:**48.96 ACRES**

BEING A 48.96 ACRES TRACT OF LAND SITUATED IN THE ANASTASHA CARR SURVEY, ABSTRACT 122, WILLIAMSON COUNTY, TEXAS; AND BEING A PORTION OF A CALLED 59.319 ACRES TRACT DESCRIBED TO PEGGY BORHO SIMPSON IN VOL. 2542, PG. 838, O.P.R.W.C.T.; SAVE AND EXCEPT A CALLED 2.00 ACRES TRACT OF LAND DESCRIBED TO JANE SIMPSON RUSSELL AND JOHN R. RUSSELL, AS SHOWN ON INSTRUMENT RECORDED UNDER DOCUMENT NO. 2007065707, O.P.R.W.C.T.; AND SAVE AND EXCEPT A CALLED 2.00 ACRES TRACT OF LAND DESCRIBED TO PAUL G. LEDBETTER AND CHRISTY D. LEDBETTER, AS SHOWN ON INSTRUMENT RECORDED UNDER DOCUMENT NO. 2001020575, O.P.R.W.C.T.; AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A 1/2-INCH IRON ROD WITH PLASTIC CAP STAMPED "KHA" SET, IN THE WESTERLY RIGHT-OF-WAY LINE OF COUNTY ROAD 175, A VARIABLE RIGHT-OF-WAY WIDTH, SAME BEING THE NORTH BOUNDARY LINE OF SAID 59.319 ACRES TRACT AND THE SOUTHEAST BOUNDARY LINE OF LOT 15, CREEK MEADOWS ESTATES, A LEGAL SUBDIVISION, AS SHOWN ON INSTRUMENT RECORDED UNDER DOCUMENT NO. 2002024974, O.P.R.W.C.T.; FOR THE WEST CORNER OF A CALLED 3.5625 ACRES TRACT OF LAND DESCRIBED TO WILLIAMSON COUNTY, TEXAS, AS SHOWN ON INSTRUMENT RECORDED UNDER DOCUMENT NO. 2009016238, O.P.R.W.C.T., FOR THE BEGINNING OF A CURVE;

THENCE, DEPARTING SAID SOUTHEAST BOUNDARY LINE OF LOT 15 AND SAID NORTH BOUNDARY LINE OF THE 59.319 ACRES TRACT, WITH SAID WESTERLY RIGHT-OF-WAY LINE OF COUNTY ROAD 175, SAME BEING THE WEST BOUNDARY LINE OF SAID 3.5625 ACRES TRACT, OVER AND ACROSS SAID 59.319 ACRES TRACT, THE FOLLOWING SIX (6) COURSES AND DISTANCES:

1. WITH SAID CURVE TO THE LEFT, HAVING A CENTRAL ANGLE OF 09°23'33", A RADIUS OF 805.00 FEET, A CHORD BEARING AND DISTANCE OF SOUTH 35°03'51" EAST, 131.81 FEET, AND AN ARC LENGTH OF 131.96 FEET TO A 1/2-INCH IRON ROD FOUND;
2. SOUTH 39°45'38" EAST, A DISTANCE OF 154.02 FEET TO A 1/2-INCH IRON ROD WITH PLASTIC CAP STAMPED "KHA" SET;
3. SOUTH 58°11'44" EAST, A DISTANCE OF 31.62 FEET TO A 1/2-INCH IRON ROD WITH PLASTIC CAP STAMPED "KHA" SET;
4. SOUTH 39°45'38" EAST, A DISTANCE OF 873.38 FEET TO A 1/2-INCH IRON ROD WITH PLASTIC CAP STAMPED "HAYNIE CONSULTING" FOUND;
5. SOUTH 32°45'42" EAST, A DISTANCE OF 172.37 FEET TO A 1/2-INCH IRON ROD WITH PLASTIC CAP STAMPED "HAYNIE CONSULTING" FOUND;
6. SOUTH 39°25'27" EAST, A DISTANCE OF 279.31 FEET TO A 1/2-INCH IRON ROD WITH PLASTIC CAP STAMPED "HAYNIE CONSULTING" FOUND, AT THE INTERSECTION OF SAID WESTERLY RIGHT-OF-WAY OF COUNTY ROAD 175, WITH THE NORTHERLY RIGHT-OF-WAY LINE OF COUNTY ROAD 179, A VARIABLE WIDTH RIGHT-OF-WAY, NO RECORDING INFORMATION FOUND; FOR THE NORTH CORNER OF A CALLED 2.755 ACRES TRACT OF LAND DESCRIBED TO WILLIAMSON COUNTY, TEXAS, AS SHOWN ON INSTRUMENT RECORDED UNDER DOCUMENT NO. 2007041328, O.P.R.W.C.T.;

THENCE, DEPARTING SAID WESTERLY RIGHT-OF-WAY LINE OF COUNTY ROAD 175, CONTINUING OVER AND ACROSS SAID 59.319 ACRES TRACT, WITH SAID NORTHERLY RIGHT-OF-WAY LINE OF COUNTY ROAD 179, SAME BEING THE NORTHWEST BOUNDARY LINE OF SAID 2.755 ACRES TRACT, AND THE NORTH BOUNDARY LINE OF A CALLED 0.039 ACRES TRACT OF LAND DESCRIBED TO WILLIAMSON COUNTY, TEXAS, AS SHOWN ON INSTRUMENT RECORDED UNDER DOCUMENT NO. 2007041329, O.P.R.W.C.T.; THE FOLLOWING EIGHT (8) COURSES AND DISTANCES:

1. SOUTH 13°17'34" WEST, A DISTANCE OF 11.42 FEET TO A 1/2-INCH IRON ROD WITH PLASTIC CAP STAMPED "KHA" SET, FOR THE BEGINNING OF A CURVE;
2. WITH SAID CURVE TO THE RIGHT, HAVING A CENTRAL ANGLE OF 03°02'42", A RADIUS OF 5,679.06 FEET, A CHORD BEARING AND DISTANCE OF SOUTH 67°38'25" WEST, 301.79 FEET, AND AN ARC LENGTH OF 301.83 FEET TO A 1/2-INCH IRON ROD WITH PLASTIC CAP STAMPED "KHA" SET;
3. SOUTH 69°09'46" WEST, A DISTANCE OF 319.01 FEET TO A 1/2-INCH IRON ROD WITH PLASTIC CAP STAMPED "KHA" SET;
4. SOUTH 69°09'46" WEST, A DISTANCE OF 213.08 FEET TO A 1/2-INCH IRON ROD WITH PLASTIC CAP STAMPED "KHA" SET, FOR THE BEGINNING OF A CURVE;
5. WITH SAID CURVE TO THE LEFT, HAVING A CENTRAL ANGLE OF 00°13'44", A RADIUS OF 5,779.07 FEET, A CHORD BEARING AND DISTANCE OF SOUTH 69°03'38" WEST, 23.09 FEET, AND AN ARC LENGTH OF 23.09 FEET TO A 1/2-INCH IRON ROD WITH PLASTIC CAP STAMPED "KHA" SET, FOR THE BEGINNING OF A COMPOUND CURVE;
6. WITH SAID CURVE TO THE LEFT, HAVING A CENTRAL ANGLE OF 05°58'49", A RADIUS OF 5,779.05 FEET, A CHORD BEARING AND DISTANCE OF SOUTH 65°56'38" WEST, 602.91 FEET, AND AN ARC LENGTH OF 603.18 FEET TO A 1/2-INCH IRON ROD WITH PLASTIC CAP STAMPED "KHA" SET;

SURVEYOR'S NOTES:

BASIS OF BEARINGS IS THE TEXAS COORDINATE SYSTEM OF 1983, CENTRAL ZONE (4203). ALL COORDINATES AND DISTANCES SHOWN HEREON ARE SURFACE VALUES. THE SURFACE ADJUSTMENT FACTOR IS 1.00012. THE UNIT OF LINEAR MEASUREMENT IS U.S. SURVEY FEET.

THIS DOCUMENT WAS PREPARED UNDER 22 TEXAS ADMINISTRATIVE CODE §138.95, DOES NOT REFLECT THE RESULTS OF AN ON THE GROUND SURVEY, AND IS NOT TO BE USED TO CONVEY OR ESTABLISH INTERESTS IN REAL PROPERTY EXCEPT THOSE RIGHTS AND INTERESTS IMPLIED OR ESTABLISHED BY THE CREATION OR RECONFIGURATION OF THE BOUNDARY OF THE POLITICAL SUBDIVISION FOR WHICH IT WAS PREPARED.

LEGAL DESCRIPTION**48.96 ACRES**

**BEING A PORTION OF THE
ANASTASHA CARR SURVEY, ABSTRACT 122
WILLIAMSON COUNTY, TEXAS**


MICHAEL A. MONTGOMERY II, R.P.L.S.
REGISTERED PROFESSIONAL
LAND SURVEYOR NO. 6890



Kimley»Horn

10814 JOLLYVILLE ROAD, CAMPUS IV SUITE 200, AUSTIN, TEXAS 78759 TBPELS FIRM # 10194624 TEL. NO. (512) 418-1771 WWW.KIMLEY-HORN.COM

SCALE	DRAWN BY	CHECKED BY	DATE	PROJECT NO.	SHEET NO.
N/A	RPP	MMII	4/22/2025	067783185	1 OF 4

7. SOUTH 62°57'13" WEST, A DISTANCE OF 69.20 FEET TO A 1/2-INCH IRON ROD WITH PLASTIC CAP STAMPED "KHA" SET, FOR THE BEGINNING OF A CURVE;
8. WITH SAID CURVE TO THE RIGHT, HAVING A CENTRAL ANGLE OF 01°35'46", A RADIUS OF 5,679.06 FEET, A CHORD BEARING AND DISTANCE OF SOUTH 64°08'57" WEST, 158.20 FEET, AND AN ARC LENGTH OF 158.21 FEET TO A 1/2-INCH IRON ROD FOUND, IN SAID NORTHERLY RIGHT-OF-WAY LINE OF COUNTY ROAD 179, AND THE WEST BOUNDARY LINE OF SAID 59.319 ACRES TRACT, FOR THE EAST CORNER OF A CALLED 44.166 ACRES TRACT OF LAND DESCRIBED TO M/I HOMES OF AUSTIN, LLC, AS SHOWN ON INSTRUMENT RECORDED UNDER DOCUMENT NO. 2021194519, O.P.R.W.C.T.;

THENCE, DEPARTING SAID NORTHERLY RIGHT-OF-WAY LINE OF COUNTY ROAD 179, WITH SAID WEST BOUNDARY LINE OF SAID 59.319 ACRES TRACT, SAME BEING THE EAST BOUNDARY LINE OF SAID 44.166 ACRES TRACT, NORTH 21°10'34" WEST, A DISTANCE OF 1,641.73 FEET TO A 1/2-INCH IRON ROD FOUND, IN THE SOUTH BOUNDARY LINE OF LOT 13, LOTS 12 & 13, CREEK MEADOWS ESTATES AMENDED, A LEGAL SUBDIVISION, AS SHOWN ON PLAT RECORDED UNDER DOCUMENT NO. 2008061952, O.P.R.W.C.T.; FOR THE NORTHWEST CORNER OF SAID 59.319 ACRES TRACT, SAME BEING THE NORTHEAST CORNER OF SAID 44.166 ACRES TRACT;

THENCE, WITH SAID SOUTH BOUNDARY LINE OF LOT 13, AND THE SOUTH BOUNDARY LINE OF LOT 14, OF SAID CREEK MEADOWS ESTATES, AND SAID LOT 15, SAME BEING THE NORTH BOUNDARY LINE OF SAID 59.319 ACRES TRACT, NORTH 69°41'04" EAST, A DISTANCE OF 1,191.96 FEET TO THE **POINT OF BEGINNING** AND CONTAINING 48.96 ACRES OF LAND, MORE OR LESS, IN WILLIAMSON COUNTY, TEXAS. THIS DOCUMENT WAS PREPARED IN THE OFFICE OF KIMLEY-HORN INC. IN AUSTIN, TEXAS.

SURVEYOR'S NOTES:

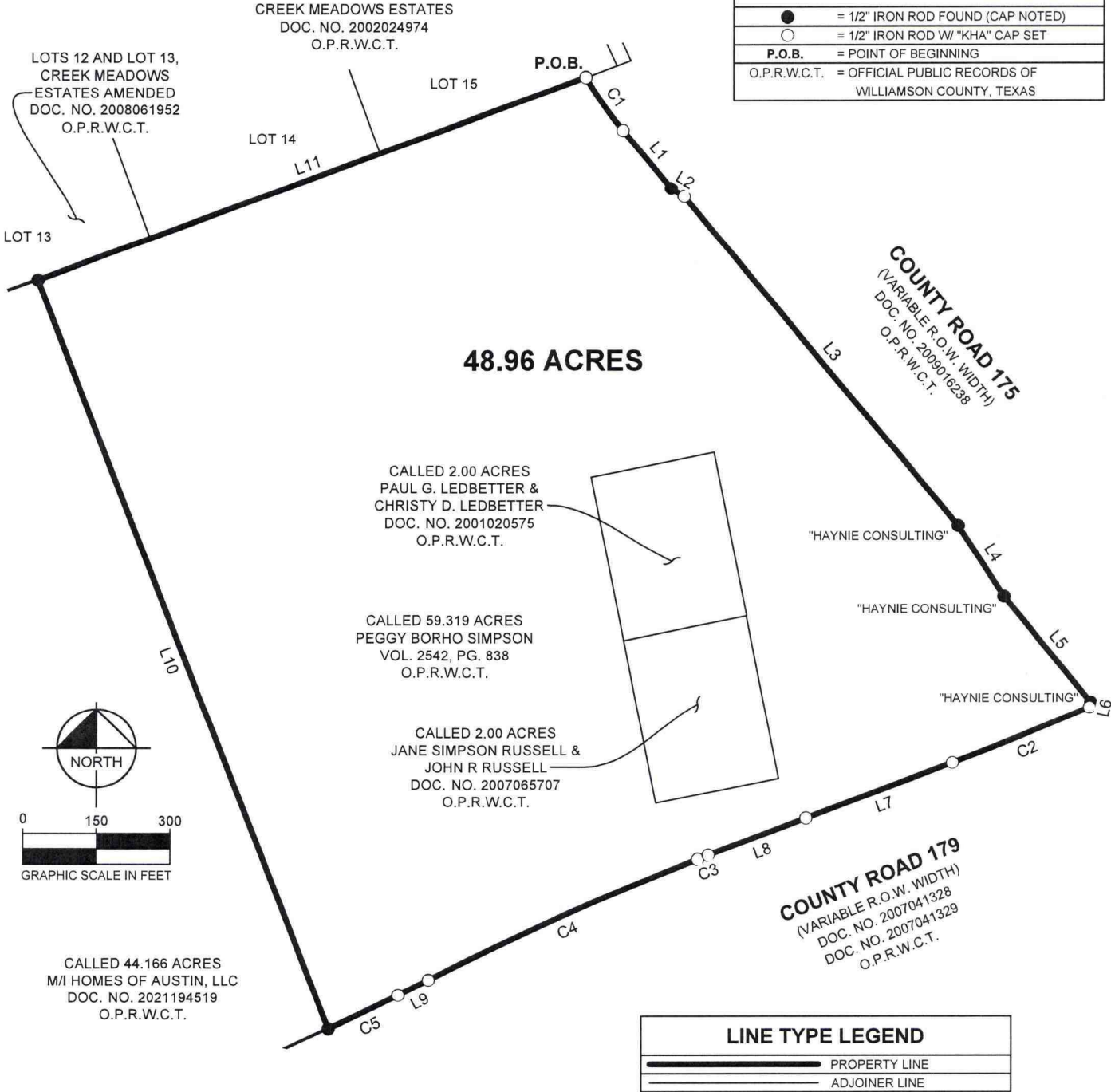
BASIS OF BEARINGS IS THE TEXAS COORDINATE SYSTEM OF 1983, CENTRAL ZONE (4203). ALL COORDINATES AND DISTANCES SHOWN HEREON ARE SURFACE VALUES. THE SURFACE ADJUSTMENT FACTOR IS 1.00012. THE UNIT OF LINEAR MEASUREMENT IS U.S. SURVEY FEET.

THIS DOCUMENT WAS PREPARED UNDER 22 TEXAS ADMINISTRATIVE CODE §138.95, DOES NOT REFLECT THE RESULTS OF AN ON THE GROUND SURVEY, AND IS NOT TO BE USED TO CONVEY OR ESTABLISH INTERESTS IN REAL PROPERTY EXCEPT THOSE RIGHTS AND INTERESTS IMPLIED OR ESTABLISHED BY THE CREATION OR RECONFIGURATION OF THE BOUNDARY OF THE POLITICAL SUBDIVISION FOR WHICH IT WAS PREPARED.

LEGAL DESCRIPTION
48.96 ACRES
BEING A PORTION OF THE
ANASTASHA CARR SURVEY, ABSTRACT 122
WILLIAMSON COUNTY, TEXAS

					
10814 JOLLYVILLE ROAD, CAMPUS IV SUITE 200, AUSTIN, TEXAS 78759					
TBPELS FIRM # 10194624			TEL. NO. (512) 418-1771 WWW.KIMLEY-HORN.COM		
SCALE	DRAWN BY	CHECKED BY	DATE	PROJECT NO.	SHEET NO.
N/A	RPP	MMII	4/22/2025	067783185	2 OF 4

LEGEND	
●	= 1/2" IRON ROD FOUND (CAP NOTED)
○	= 1/2" IRON ROD W/ "KHA" CAP SET
P.O.B.	= POINT OF BEGINNING
O.P.R.W.C.T.	= OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS



SURVEYOR'S NOTES:

BASIS OF BEARINGS IS THE TEXAS COORDINATE SYSTEM OF 1983, CENTRAL ZONE (4203). ALL COORDINATES AND DISTANCES SHOWN HEREON ARE SURFACE VALUES. THE SURFACE ADJUSTMENT FACTOR IS 1.00012. THE UNIT OF LINEAR MEASUREMENT IS U.S. SURVEY FEET.

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EXHIBIT
48.96 ACRES
BEING A PORTION OF THE
ANASTASHA CARR SURVEY, ABSTRACT 122
WILLIAMSON COUNTY, TEXAS

10814 JOLLYVILLE ROAD, CAMPUS IV
SUITE 200, AUSTIN, TEXAS 78759
TEL. NO. (512) 418-1771
WWW.KIMLEY-HORN.COM

SCALE 1" = 300'	DRAWN BY RPP	CHECKED BY MMII	DATE 4/22/2025	PROJECT NO. 067783185	SHEET NO. 3 OF 4
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CURVE TABLE					
NO.	DELTA	RADIUS	LENGTH	CHORD BEARING	CHORD
C1	9°23'33"	805.00'	131.96'	S35°03'51"E	131.81'
C2	3°02'42"	5679.06'	301.83'	S67°38'25"W	301.79'
C3	0°13'44"	5779.07'	23.09'	S69°03'38"W	23.09'
C4	5°58'49"	5779.05'	603.18'	S65°56'38"W	602.91'
C5	1°35'46"	5679.06'	158.21'	S64°08'57"W	158.20'

LINE TABLE		
NO.	BEARING	LENGTH
L1	S39°45'38"E	154.02'
L2	S58°11'44"E	31.62'
L3	S39°45'38"E	873.38'
L4	S32°45'42"E	172.37'
L5	S39°25'27"E	279.31'
L6	S13°17'34"W	11.42'
L7	S69°09'46"W	319.01'
L8	S69°09'46"W	213.08'
L9	S62°57'13"W	69.20'
L10	N21°10'34"W	1641.73'
L11	N69°41'04"E	1191.96'

SURVEYOR'S NOTES:

BASIS OF BEARINGS IS THE TEXAS COORDINATE SYSTEM OF 1983, CENTRAL ZONE (4203). ALL COORDINATES AND DISTANCES SHOWN HEREON ARE SURFACE VALUES. THE SURFACE ADJUSTMENT FACTOR IS 1.00012. THE UNIT OF LINEAR MEASUREMENT IS U.S. SURVEY FEET.

THIS DOCUMENT WAS PREPARED UNDER 22 TEXAS ADMINISTRATIVE CODE §138.95, DOES NOT REFLECT THE RESULTS OF AN ON THE GROUND SURVEY, AND IS NOT TO BE USED TO CONVEY OR ESTABLISH INTERESTS IN REAL PROPERTY EXCEPT THOSE RIGHTS AND INTERESTS IMPLIED OR ESTABLISHED BY THE CREATION OR RECONFIGURATION OF THE BOUNDARY OF THE POLITICAL SUBDIVISION FOR WHICH IT WAS PREPARED.

LINE & CURVE TABLE
48.96 ACRES
 BEING A PORTION OF THE
ANASTASHA CARR SURVEY, ABSTRACT 122
WILLIAMSON COUNTY, TEXAS

					
10814 JOLLYVILLE ROAD, CAMPUS IV SUITE 200, AUSTIN, TEXAS 78759 TBPELS FIRM # 10194624 TEL. NO. (512) 418-1771 WWW.KIMLEY-HORN.COM					
SCALE	DRAWN BY	CHECKED BY	DATE	PROJECT NO.	SHEET NO.
N/A	RPP	MMII	4/22/2025	067783185	4 OF 4

Exhibit C

SERVICE AGREEMENT

(see attached)

**AGREEMENT REGARDING POST-ANNEXATION PROVISION OF SERVICES
FOR PROPERTY TO BE ANNEXED INTO THE CITY OF LEANDER**

This Agreement is entered into by and between the City of Leander, Texas, a municipal corporation (“City”), and Christy Simpson Ledbetter as executor of the Estate of Peggy Borho Simpson (hereinafter, the, “Executor”). The City and the Executor may be referred to herein singularly as “Party” or collectively as the “Parties.”

RECITALS

WHEREAS, upon the request of the Executor on behalf of the heirs of the Estate of Peggy Borho Simpson, the City intends to institute annexation proceedings for an area of land described more in **Exhibit A** and attached hereto and incorporated by reference herein, less and except any property previously annexed by the City (the, “Subject Property”); and

WHEREAS, Section 43.0672, Loc. Gov’t. Code, requires the Parties to enter into a written agreement identifying a list of public services to be provided to the Subject Property and a schedule for the provision of those services that are not otherwise provided on the effective date of the annexation; and

WHEREAS, this Agreement is being entered into by and between the Parties to comply with Texas Local Government Code, Chapter 43, Sub-Chapter C-3, Section 43.0672, prior to the City’s consideration of an ordinance annexing the Subject Property, it being understood, acknowledged and agreed by the Parties that annexation of the Subject Property is a condition precedent to this Agreement becoming effective; and

WHEREAS, this Agreement shall be deemed effective on the effective date of an ordinance approved by the City annexing the Subject Property (hereinafter, the “Effective Date”); and

WHEREAS, the Subject Property is not included in the municipal annexation plan and is exempt from the requirements thereof; and

WHEREAS, the infrastructure provided for herein and that are existing are sufficient to service the Subject Property on the same terms and conditions as other similarly situated properties currently within the City limits and no capital improvements are required to offer municipal services on the same terms and conditions as other similarly situated properties within the City; and

WHEREAS, it is found that all statutory requirements have been satisfied and the City is authorized by *Chapter 43, Loc. Gov’t. Code*, to annex the Subject Property into the City; and

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

The following services and schedule represent the provision of services agreed to between the Landowner of the Subject Property and the City establishing a program under which the City will provide municipal services to the Subject Property, as required by section 43.0672 of the Texas Local Government Code. The services detailed herein will be provided at a level consistent with service levels provided to other similarly situated areas within the City.

The following services will be provided for the Subject Property on the Effective Date of annexation:

(1) **General Municipal Services.** Pursuant to the requests of the owner and this Agreement, the following services shall be provided immediately from the effective date of the annexation:

A. Police protection as follows:

Routine patrols of areas, radio response to calls for police service and all other police services now being offered to the citizens of the City. Upon annexation, police protection will be provided to the Subject Property at a level consistent with the service to other areas of the City with similar population density and characteristics. The City's police services include neighborhood patrols, criminal investigations, crime prevention, community services and school programs.

B. Fire protection and Emergency Medical Services as follows:

Fire protection by the present personnel and equipment of the City fire fighting force and the volunteer fire fighting force with the limitations of water available. Radio response for Emergency Medical Services with the present personnel and equipment.

C. Solid waste collection services as follows:

Solid waste collection and services as now being offered to the citizens of the City. The City provides residential solid waste collection services within the City limits for a fee under a contract between the City and private refuse collection operator. The residential solid waste collection services include garbage collection, recycling, bulky item collection and yard waste collection. Commercial solid waste collection services are also available. This service will be provided for a fee to any person within the Subject Property requesting the service after the Effective Date of annexation, provided that a privately owned solid waste management service provider is unavailable. If the Subject Property is already receiving service, the City may not prohibit solid waste collection by the privately owned solid waste management service provider, nor may the City offer solid waste collection services for a period of two (2) years following the Effective Date of the annexation unless a privately owned solid waste management service provider is or becomes unavailable, as established by Texas Local Government Code section 43.0661. If a landowner uses the services of a privately owned solid waste management service provider or services are available from a privately owned solid waste management service provider during the two (2) years following annexation, the City will not provide solid waste collection services to that landowner.

D. Animal control as follows:

Service by present personnel, equipment and facilities or by contract with a third party, as provided within the City.

E. Maintenance of City-owned parks and playgrounds within the City.

F. Inspection services in conjunction with building permits and routine City code enforcement services by present personnel, equipment and facilities. Municipal Court and General Administration services will also be available to property owners and residents in the Subject Property on the same basis those facilities are available to current City property owners and residents.

G. Maintenance of other City facilities, buildings, and service.

H. Land use regulation as follows:

On the effective date of annexation, the zoning jurisdiction of the City shall be extended to include the annexed area, and the use of all property therein shall be grandfathered; and shall be temporarily zoned "SFR-1-B" with the intent to rezone the Subject Property upon request of the landowner or staff. The Planning & Zoning Commission and the City Council will consider rezoning the Subject Property at future times in response to requests submitted by the Landowners or authorized city staff. The City will impose and enforce its adopted ordinances, including but not limited to, zoning, subdivision development, site development and building code regulations within the Subject Property upon the Effective Date of the annexation. Enforcement will be in accordance with City ordinances. Development plans and plats for projects within the Subject Property will be reviewed for compliance with City standards.

(2) **Scheduled Municipal Services.** Due to the size and vacancy of the Subject Property, the plans and schedule for the development of the Subject Property, the following municipal services will be provided on a schedule and at increasing levels of service as provided herein:

A. Water service and maintenance of water facilities as follows:

(i) Inspection of water distribution lines as provided by statutes of the State of Texas.

(ii) In accordance with the applicable rules and regulations for the provision of water service, water service will be provided to the Subject Property, or applicable portions thereof, by the utility holding a water certificate of convenience and necessity ("CCN") for the Subject Property, or portions thereof as applicable, or absent a water CCN, by the utility in whose jurisdiction the Subject Property, or portions thereof as applicable, is located, in accordance with all the ordinances, regulations, and policies of the City in effect from time to time for the extension of water service. If connected to the City's water utility system, the Subject Property's owner shall construct the internal water lines and pay the costs of line extension and construction of such facilities necessary to provide water service to the Subject Property as required in City ordinances. Upon acceptance of the water lines within the Subject Property and any off-site improvements, water service will be provided by the City utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City; subject to all the ordinances, regulations and policies of the City in effect from time to time. The system will be accepted and maintained by the City in accordance with its usual acceptance and maintenance policies. New water line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances of the City in effect at the time a request for service is submitted shall govern the costs and request for service. The continued use of a water well that is in use on the effective date of the annexation and is in compliance with applicable rules and regulations shall be permitted and such use may continue until the Subject Property's owner requests and is able to connect to the City's water utility system.

B. Wastewater service and maintenance of wastewater service as follows:

(i) Inspection of sewer lines as provided by statutes of the State of Texas.

(ii) In accordance with the applicable rules and regulations for the provision of wastewater service, wastewater service will be provided to the subjects property, or applicable portions thereof, by the utility holding a wastewater CCN for the Subject Property, or portions thereof as applicable, or absent a wastewater CCN, by the utility in whose jurisdiction the Subject Property, or portions thereof as applicable, is located, in accordance with all the

ordinances, regulations, and policies of the City in effect from time to time for the extension of wastewater service. If connected to the City's wastewater utility system, the Subject Property's owner shall construct the internal wastewater lines and pay the costs of line extension and construction of facilities necessary to provide wastewater service to the Subject Property as required in City ordinances. Upon acceptance of the wastewater lines within the Subject Property and any off-site improvements, wastewater service will be provided by the City utility department on the same terms, conditions and requirements as are applied to all similarly situated areas and customers of the City, subject to all the ordinances, regulations and policies of the City in effect from time to time. The wastewater system will be accepted and maintained by the City in accordance with its usual policies. Requests for new wastewater line extensions will be installed and extended upon request under the same costs and terms as with other similarly situated customers of the City. The ordinances in effect at the time a request for service is submitted shall govern the costs and request for service. The continued use of a septic system that is in use on the effective date of the annexation and is in compliance with all applicable rules and regulations shall be permitted and such use may continue until the Subject Property owner requests and is able to connect to the City's wastewater utility system.

C. Maintenance of streets and rights-of-way as appropriate as follows:

(i) Provide maintenance services on existing public streets within the Subject Property and other streets that are hereafter constructed and finally accepted by the City. The maintenance of the streets and roads will be limited as follows:

1. Emergency maintenance of streets, repair of hazardous potholes, measures necessary for traffic flow, etc.; and

2. Routine maintenance as presently performed by the City.

D. The City will maintain existing public streets within the Subject Property, and following installation and acceptance of new roadways by the City as provided by city ordinance, including any required traffic signals, traffic signs, street markings, other traffic control devices and street lighting, the City will maintain such newly constructed public streets, roadways and rights-of-way within the boundaries of the Subject Property, as follows:

(i) As provided in C(i)(1) and C(i)(2) above;

(ii) Reconstruction and resurfacing of streets, installation of drainage facilities, construction of curbs, gutters and other such major improvements as the need therefore is determined by the governing body under City policies;

(iii) Installation and maintenance of traffic signals, traffic signs, street markings and other traffic control devices as the need therefore is established by appropriate study and traffic standards; and

(iv) Installation and maintenance of street lighting in accordance with established policies of the City;

E. The outer boundaries of the Subject Property abut existing roadways. The Landowner agrees that no improvements are required on such roadways to service the Subject Property.

(3) **Capital Improvements.** Construction of the following capital improvements shall be initiated after the effective date of the annexation: None. Upon development of the Subject Property or redevelopment, the Landowner will be responsible for the development costs the same as a developer in a similarly situated area under the ordinances in effect at the time of development or redevelopment. No additional capital improvements are necessary at this time to service the Subject Property the same as similarly situated properties. When deemed necessary, capital improvement acquisition or construction will occur in accordance with applicable ordinances and regulations and the adopted capital improvement plans of the City, as applicable and amended, which are incorporated herein by reference.

(4) **Term.** If not previously expired, this agreement expires at the end of ten (10) years.

(5) **Property Description.** The legal description of the Subject Property is as set forth in the Annexation Ordinance and exhibits attached to the Annexation Ordinance to which this Agreement is attached.

(6) **Binding Effect/Authority.** This Agreement binds and inures to the benefit of the Parties and their respective heirs, successors, and permitted assigns. Each Party further warrants that each signatory to this Agreement is legally authorized to bind the respective individual or entity for the purposes established herein.

(7) **Choice of Law.** This Agreement will be construed under the laws of the State of Texas, without regard to choice-of-law rules of any jurisdiction. Venue for any dispute shall lie exclusively in Williamson County, Texas.

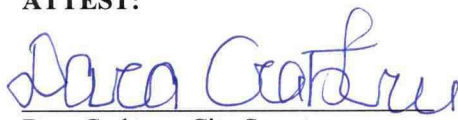
(8) **Counterparts.** This Agreement may be executed in any number of counterparts with the same effect as if all signatory Parties had signed the same document. All counterparts will be construed together and will constitute one and the same instrument.

(9) **Legal Construction.** If any provision in this Agreement is for any reason found to be unenforceable, to the extent the unenforceability does not destroy the basis of the bargain among the Parties, the unenforceability will not affect any other provision hereof, and this Agreement will be construed as if the unenforceable provision had never been a part of the Agreement. Whenever context requires, the singular will include the plural and neuter include the masculine or feminine gender, and vice versa. Headings in this Agreement are for reference only and are not intended to restrict or define the text of any section. This Agreement will not be construed more or less favorably between the Parties by reason of authorship or origin of language.

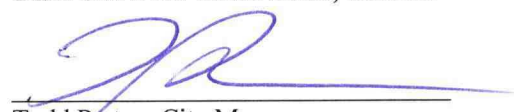
(10) **Entire Agreement.** This Agreement contains the entire Agreement between the Parties relating to the rights herein granted and the obligations herein assumed and cannot be varied except by written agreement of the Parties. Any oral representation or modification concerning this instrument shall be of no force and effect except for any subsequent modification in writing, signed by the Party to be charged.

EXECUTED and AGREED to by the Parties this the 15th day of May, 2025.

ATTEST:


Dara Crabtree, City Secretary

THE CITY OF LEANDER, TEXAS


Todd Parton, City Manager

EXECUTOR:

BY: Christy Simpson Ledbetter

Christy Simpson Ledbetter as Executor of the Estate of Peggy Borho Simpson

Date: 4-23-2025

STATE OF TEXAS

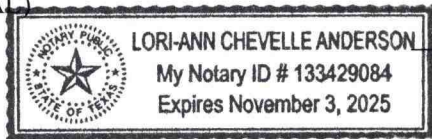
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COUNTY OF Williamson

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Christy Simpson Ledbetter on behalf of the Estate of Peggy Borho Simpson, owner of the Subject Property and Petitioner herein, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged that they had authority to bind the entity and that they executed the same for the purposes therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 23 day of April 2025.

(SEAL)



[Signature]
Notary Public - State of Texas



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Conduct a Public Hearing regarding Comprehensive Plan Case CPA-25-0017 to amend the Comprehensive Plan land use category from Neighborhood Center and Neighborhood Residential to Neighborhood Residential and conduct a public hearing regarding Zoning Case Z-25-0166 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to SFC-2-A (Single-Family Compact), SFU-2-A (Single-Family Urban), and SFS-2-A (Single-Family Suburban) on three (3) parcels of land 52.92 acres $\pm$ in size; more particularly described by Williamson Central Appraisal District Parcels R338810, R407804 and R407805; and generally located at the northwest corner of Journey Parkway and CR 175, Leander, Williamson County, Texas.

- Discuss and consider action regarding Comprehensive Plan Case CPA-25-0017 as described above.
- Discuss and consider action regarding Zoning Case Z-25-0166 as described above.

BACKGROUND:

This request is the final step in the Comprehensive Plan Amendment process and the second step in the Zoning process. The applicant has submitted a request for annexation which will be heard by City Council concurrently with the Comprehensive Plan Amendment and Zoning change request. The City Council heard a development proposal for this development during the September 19, 2024 meeting and unanimously voted to not support the request of only residential uses at the intersection.

The Comprehensive Plan currently identifies this area as Neighborhood Center and Neighborhood Residential on the Future Land Use Map. Neighborhood Center encourages commercial development at intersections with higher-density residential adjacent to commercial acting as a buffer to the lower-density residential. This Comprehensive Plan Amendment request includes changing the Future Land Use designation for the property from Neighborhood Center and Neighborhood Residential to only Neighborhood Residential in order for the property to be developed as a single-family neighborhood.

The Zoning change is requesting to change the designated zoning district of their property in order to develop a residential subdivision. The Comprehensive Plan Amendment is required to be approved prior to the zoning request in order to be compliant with the Comprehensive Plan.

The property is located directly east of the existing Barksdale subdivision, which includes two (2) phases of SFC (Single-Family Compact) and SFU (Single-Family Urban) use components. This request is intended to be a continuation of the existing Barksdale subdivision as the third phase in the development.

The current water resolution prioritizes low-density residential rezonings. The SFS (Single-Family Suburban) use component would be compliant with the resolution, but the requested SFC (Single-Family Compact) and SFU (Single-Family Urban) use components would be considered higher density and not recommended. Conversely, the current Future Land Use designation of Neighborhood Center encourages neighborhood-focused commercial development and where necessary, to provide a buffer between commercial and residential, higher density residential such as SFT (Single-Family Townhouse) or TF (Two-Family) is more appropriate.

The requested residential zoning districts are a lower density than what is recommended under the current Future Land Use Map, but denser than what the water resolution would prioritize. If the Comprehensive Plan Amendment is approved, the Zoning request would still need to factor in the limitations of the water resolution.

GENERAL INFORMATION:

Current Zoning: Interim SFR-1-B (Single-Family Rural - minimum 120-foot lot width)

Proposed Zoning:

SFC-2-A (Single-Family Compact - minimum 50-foot lot width)

SFU-2-A (Single-Family Urban - minimum 60-foot lot width)

SFS-2-A (Single-Family Suburban - minimum 70-foot lot width)

Size and Location: The property is located at the northwest corner of Journey Parkway and County Road 175, including approximately 52.92 acres.

Surrounding Area: This property is located east of the existing Barksdale subdivision, west of the Parkside subdivision, north of the Pecan Creek and Lost Woods subdivisions, and south of the Creek Meadows Estates subdivision. The property is at the northwest corner of Journey Parkway and County Road 175 both identified as arterial roadways in the Transportation Master Plan.

PROPOSED ZONING DISTRICT:

USE COMPONENT

SFS – SINGLE FAMILY SUBURBAN:

Features: 9,000 square feet lot min.; 1,500 square feet of living area minimum.

Intent: Development of single-family detached dwellings on intermediate suburban standard-sized lots and for other compatible and complimentary uses. The purpose of this component is to provide regulations to maintain and protect the City's single-family residences and neighborhoods in areas with intermediate lot sizes.

SFU – SINGLE FAMILY URBAN:

Features: 7,200 square feet lot min.; 1,200 square feet of living area minimum.

Intent: Development of single-family detached dwellings on moderate urban standard-sized lots and for other compatible and complimentary uses. The purpose of this component is to provide regulations to maintain and protect the City's single-family residences and neighborhoods in areas with moderate lot sizes. Such components are generally intended to offer a variety of housing opportunities and in the fabric of the neighborhoods. In addition, a variety of lot sizes shall be provided within one half mile of major intersections such as arterials or collectors. This component provides moderate-sized lots that may serve as a transition between larger lots and higher-density areas.

SFC – SINGLE FAMILY COMPACT:

Features: 5,500 square feet lot min.; 1,100 square feet of living area minimum.

Intent: Development of single-family detached dwellings on small lots and for other compatible and complimentary uses. The purpose of this component is to provide regulations to maintain and protect the City's single-family residences and neighborhoods in areas with small lot sizes. Such components are generally intended to offer a variety of housing opportunities and in the fabric of the neighborhoods, and to be developed on a moderate scale with a maximum district size of seventy-five (75) acres. A variety of lot sizes shall be provided within one half mile of major intersections such as arterials or collectors and along residential collectors. The higher density residential shall be located closest to major intersections such as arterials or collectors and transition to lower density uses further away from the major intersections. This component provides for higher-density lots and serves as a transition between moderate-sized lots and higher-density areas.

SITE COMPONENT

TYPE 2:

Features: Accessory buildings greater of 10% of the primary building or 120 square feet; accessory dwellings for SFR, SFE and SFS; drive-thru service lanes; uses not to exceed 40,000 square feet; multi-family provides at least 100% of units with an enclosed garage parking space.

Intent:

- (1) The Type 2 site component is intended to be utilized for residential development not meeting the intent of a Type 1 site component and not requiring the additional accessory structure or accessory dwelling privileges of the Type 3 site component.
- (2) Compliance with Type 1 standards shall also be deemed as compliance with this component.

ARCHITECTURAL COMPONENT

TYPE A:

Features: Five (5) or more architectural features.

Intent:

- (1) The Type A architectural component is intended to be utilized for high-quality developments or to provide variety as an additional option for portions of a residential development and may be utilized in or adjacent to single-family uses.
- (2) This component is intended to be utilized for single-family development that backs up to, or sides to, a major thoroughfare.
- (3) Combined with appropriate use and site components, this component is intended to help provide for harmonious land use transitions by applying this component to a less restrictive use or site component adjacent to a more restrictive use or site component. This standard may be utilized to help ensure compatibility for non-residential uses, multi-family, two-family, townhouse or small lot residential development with adjacent property that is more restricted.
- (4) This component is intended to be utilized for buildings requiring heights greater than those provided in other architectural components.
- (5) This component is not intended to become an involuntary standard for the majority of a single-family subdivision, especially with SFR (Single-Family Rural), SFE (Single-Family Estate), SFS (Single-Family Suburban), SFU (Single-Family Urban) and SFC (Single-Family Compact) components.

COMPREHENSIVE PLAN:

Applicable Comprehensive Plan goal statements

Maintain and/or improve affordability and diversity in the housing market. Applicable Future Land Use categories

NEIGHBORHOOD RESIDENTIAL

The Neighborhood Residential 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 curbs and gutters, sidewalks, consistent speeds and highly accessible driveways. Strategically located parks are essential and, in some cases, a school or other institutional use is integrated or in proximity.

Some neighborhood-serving retail and office uses are permitted in these areas with highly-restrictive use, site and design requirements. These types of uses are residential in scale and architectural design and are walkable in nature, though auto-serving. These uses are not shown on the Future Land Use Map as commercial and are supported when integrated into a development with appropriate site and zoning compatibility considerations.

NEIGHBORHOOD CENTER

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.

Desired Mix: 70-100% Non-Residential, 0-30% Residential

PUBLIC NOTIFICATION:

In addition to the notice mailed on behalf of the City to all property owners within 200', the agent is required to reach out to all property owners of property zoned as single-family or any properties used as single-family uses within 500' as per Article X, Section 3 (d) of the Composite Zoning Ordinance. Any Homeowner's Association located within 500' are also required to be contacted.

Two (2) neighborhood meetings were held by the applicant. The Developer met with the Pecan Creek neighborhood on March 1, 2025 and the Lost Woods, Trails at Shady Oak and Parkside neighborhoods on March 15, 2025. Below is a list of comments/concerns that were discussed during the meeting:

- Adjacent subdivisions requested no commercial uses.
- The northern subdivision requested larger lots.

The following changes were made to address issues discussed.

- The SFS use component was provided along the northern boundary to provide the larger lot option.

Please see the full report from the applicant attached as Attachment 8.

HISTORY/TIMELINE:

04/21/2016 – Parcels R407804 and R407805 Annexed into the City.

05/22/2025 – Planning & Zoning, 1st Public Hearing

APPLICANT/AGENT:

Kimley-Horn & Associates, Inc (Kyle Marquez) on behalf of the Estate of Peggy Borho Simpson (Christy Simpson Ledbetter)

RECOMMENDATION:

This item will include two (2) separate votes - one (1) for the Comprehensive Plan Amendment and one (1) for the zoning change. As part of the evaluation of this request, the City Council has the following options regarding case CPA-25-0017:

1. Approve the Comprehensive Plan Amendment from Neighborhood Center to Neighborhood Residential;
or

2. Deny the proposed Comprehensive Plan Amendment from Neighborhood Center to Neighborhood Residential.

Staff recommends Option 2 listed above – Deny the proposed Comprehensive Plan Amendment from Neighborhood Center and Neighborhood Residential to Neighborhood Residential. Staff made this recommendation based on the City Council’s decision following the development proposal in September of 2024. During the hearing of this proposal, City Council unanimously voted not to support a Comprehensive Plan Amendment request to allow for only residential uses. If the City Council denies the Comprehensive Plan Amendment, they cannot approve the zoning change as requested. The developer will need to submit a zoning request that includes commercial zoning.

DENIAL RECOMMENDATION:

The City Council has one (1) option regarding case Z-25-0166 if the Comprehensive Plan Amendment is denied:

1. Deny the proposed Zoning request Interim SFR-1-B (Single-Family Rural) to SFC-2-A (Single-Family Compact), SFU-2-A (Single-Family Urban), and SFS-2-A (Single-Family Suburban).

Staff recommends Option 1 listed above – Deny the proposed Zoning request on the basis that it does not comply with the Comprehensive Plan or the water resolution. Staff made this recommendation based on the Comprehensive Plan Amendment not being recommended for approval. In order for the request to be compliant with the Comprehensive Plan, the applicant would need to request a commercial zoning within the Neighborhood Center Future Land Use designation and new public notification would need to be initiated.

APPROVAL RECOMMENDATION

The City Council has the following options regarding case Z-25-0166 if the Comprehensive Plan Amendment is approved:

1. Approve the proposed Zoning request from Interim SFR-1-B (Single-Family Rural) to SFC-2-A (Single-Family Compact), SFU-2-A (Single-Family Urban), and SFS-2-A (Single-Family Suburban);
2. Deny the proposed Zoning request Interim SFR-1-B (Single-Family Rural) to SFC-2-A (Single-Family Compact), SFU-2-A (Single-Family Urban), and SFS-2-A (Single-Family Suburban); or
3. Approve an alternative request that may include amending the zoning request to a lower density use component such as SFR (Single-Family Rural), SFE (Single-Family Estate) or all SFS (Single-Family Suburban) to be compliant with the water resolution.

Staff recommends Option 2 – Deny the proposed zoning request on the basis that it does not comply with the water resolution. Staff made this recommendation based on the current water resolution.

During the meeting of May 22, 2025, the Planning & Zoning Commission recommended approval of Comprehensive Plan Amendment CPA-25-0017 and did not take action on Zoning Case Z-25-0166.

PRESENTER:

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

Fiscal Impact

Attachments:

1. CPA-25-0017 & Z-25-0166 Att 1 Letter of Intent
2. CPA-25-0017 & Z-25-0166 Att 2 CURRENT ZONING - BARKSDALE PH 3
3. CPA-25-0017 & Z-25-0166 Att 3 FLU MAP - BARKSDALE PH 3
4. CPA-25-0017 & Z-25-0166 Att 4 PUBLIC NOTIFICATION - BARKSDALE PH 3
5. CPA-25-0017 & Z-25-0166 Att 5 PROPOSED ZONING - BARKSDALE PH 3
6. CPA-25-0017 & Z-25-0166 Att 6 PROPOSED FLU MAP - BARKSDALE PH 3
7. CPA-25-0017 & Z-25-0166 Att 7 AERIAL MAP - BARKSDALE PH 3
8. CPA-25-0017 & Z-25-0166 Att 8 NEIGHBORHOOD OUTREACH - BARKSDALE PH 3
9. CPA-25-0017 Att 9 Ordinance - Barksdale Ph 3
10. Z-25-0166 Att 10 Ordinance - Barksdale Ph 3
11. CPA-25-0017 & Z-25-0166 Att 11 5-22-2025 P & Z minutes



January 31, 2025

City of Leander City Council
City of Leander
105 N Brushy Street
Leander, Texas 78641

Via Electronic Submittal

RE: Request to the Change the Future Land Use Designation on Approximately 52 acres of land from Neighborhood Residential and Neighborhood Center to Neighborhood Residential generally located at 2300 and 2310 CR 175 (WCAD R338810, R407804, R407805) (the "Property")

Dear Mayor DeLisle and Councilmembers:

As representatives of the owners and developer of the above stated Property, Kimley-Horn respectfully submits this request to change the Future Land Use designation on the subject property. The Future Land Use Designation for the Property is divided between Neighborhood Center - Solid, Neighborhood Center, and Neighborhood Residential. This request is to consider the development of the whole tract as Neighborhood Residential to support the development of a single-family subdivision. This proposed change will complement the adjacent land uses and continue the existing development pattern along CR 175.

Located at the corner of CR 175 and Journey Pkwy the Property is surrounded completely by single-family neighborhoods. The proposed single-family subdivision would continue the development pattern along CR 175 which is developed as single-family residential. Continuing this pattern allows for heavier land uses to continue developing along the Ronald Reagan corridor, where Neighborhood Centers are planned 1.25 miles west, and for uses to transition east away from Ronald Reagan to CR 175.

The Property is currently used as a homestead, but subject to an annexation agreement with the City of Leander. The Property is encumbered by a mapped stream and calculated floodplain that encumbers the hard corner of CR 175 and Journey Pkwy. The extension of Parkside Pkwy. will also bisect the site and further encumber the property.

Thank you for your time and attention to this project. Please do not hesitate to contact me if you have any questions.

Sincerely,

Ethan Harwell, AICP

512 580 5803

ethan.harwell@kimley-horn.com



February 18, 2025

Robin M. Griffin, AICP
Executive Director of Development Services
City of Leander
201 N. Brushy Street
Leander, TX 78641

Via Electronic Submittal

RE: Application for a Rezoning of approximately 4.0 acres from SFR-1-B to SFC-2-A, and Initial Zoning upon Annexation for approximately 48.92 acres of SFC-2-A, SFU-2-A and SFS-2-A; totaling 52.92 acres in the Anastasha Carr Survey, Abstract No. 122 generally located at 2300 and 2310 CR 175, Leander, TX 78641 (WCAD R338810, R407804, R407805) (the "Property")

Dear Mayor DeLisle and City Council:

Please accept this application for a rezoning on the subject property. The approximately 52.92 acre property is subject to a previous non-annexation development agreement. So, approximately 4.0 acres of the Property is already annexed into the city limits and zoned. The remaining 48.96 acres of the Property is located in the ETJ. This application is made concurrently with a request for voluntary annexation and Comprehensive Plan Amendment to change the future land use designation on the Property to Neighborhood Residential. With this request we ask that the entire Property be zoned to the Single Family Compact (SFC-2-A), Single Family Suburban (SFC-2-A) and Single Family Urban (SFU-2-A) district.

The proposed Single Family Compact (SFC-2-A), Single Family Suburban (SFC-2-A) and Single Family Urban (SFU-2-A) will allow for the development of a single-family subdivision consistent with the development pattern of the other neighboring subdivisions: Barksdale, Pecan Creek, The Trails of Shady Oak, Lost Woods, and Parkside at Mayfield Ranch. The Property has frontage on Journey Parkway and CR 175. The extension of Parkside Parkway will bisect the site providing additional circulation for the area. The site is relatively flat, contains some oak stands, and has two existing homes on the property that will be removed.

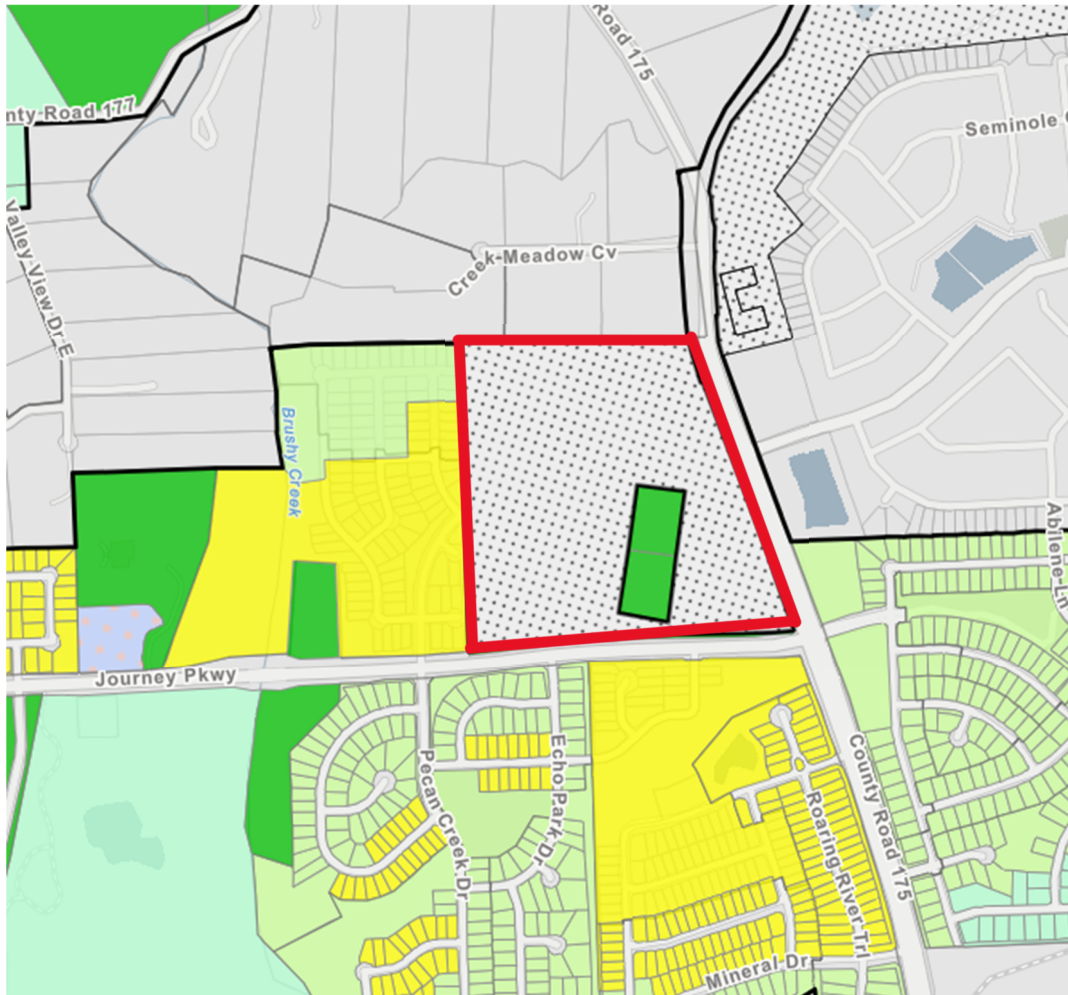
If you have any questions about this application for rezoning or need additional information, please do not hesitate to contact me at your convenience.

Sincerely,

A handwritten signature in blue ink, appearing to read 'E. Harwell'.

Ethan Harwell, AICP
Ethan.Harwell@Kimley-Horn.com
512 580 5803

ZONING MAP



LEGEND

- Leander City Limits
- Extra-Territorial Jurisdiction
- Future Annexation Per DA

Current Zoning

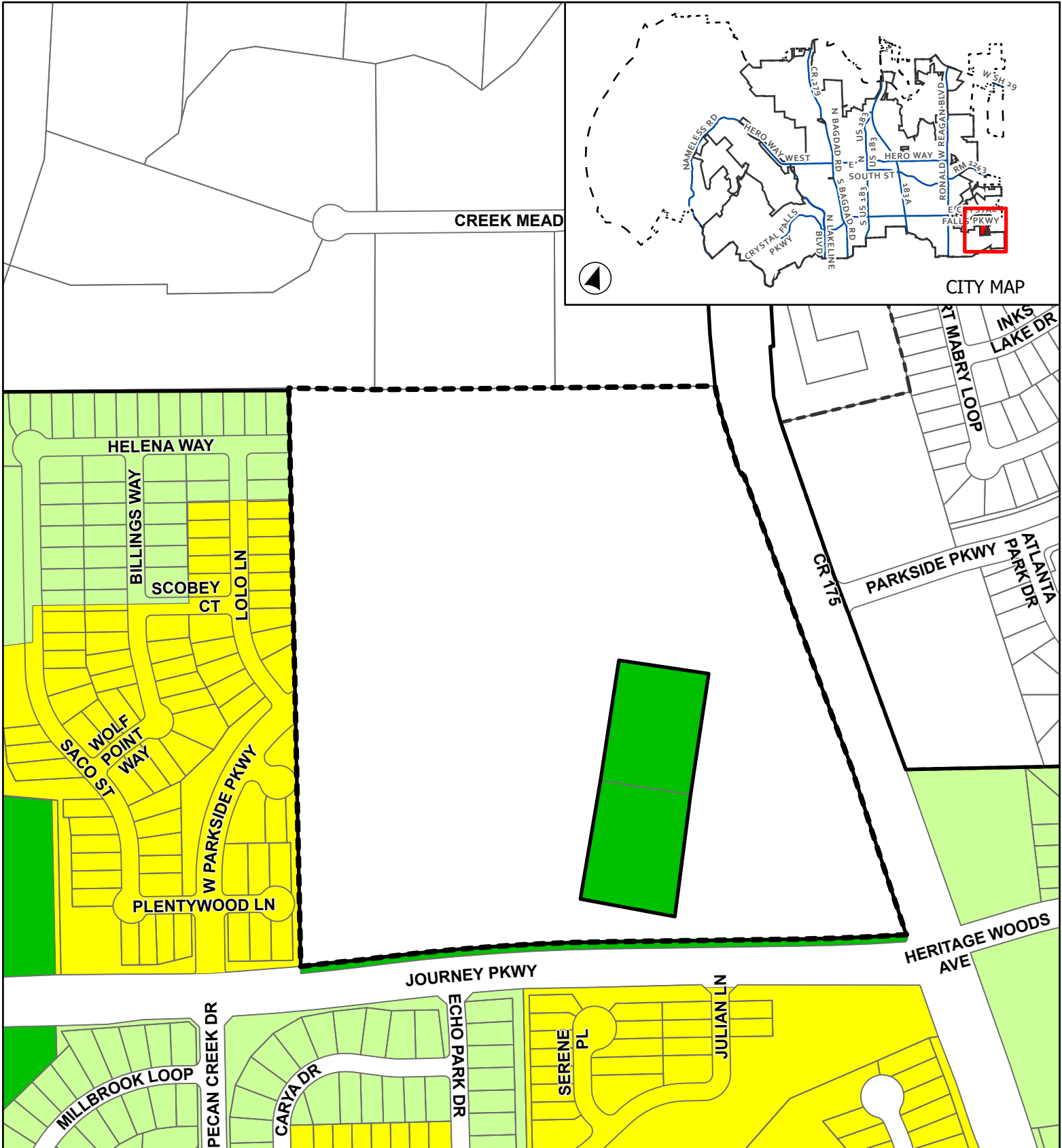
RESIDENTIAL

- SFR-Single-Family Rural
- SFE-Single-Family Estate
- SFS-Single-Family Suburban
- SFU-Single-Family Urban
- SFU/MH-Single-Family Urban / Manufactured Home
- SFC-Single-Family Compact

- SFL-Single-Family Limited
- CH-Cottage Housing
- SFT-Single-Family Townhouse
- TH-Tiny House
- TF-Two Family
- NR-Neighborhood Residential
- MF-Multi-Family

RETAIL/COMMERCIAL

- LO-Local Office
- LC-Local Commercial
- GC-General Commercial
- HC-Heavy Commercial



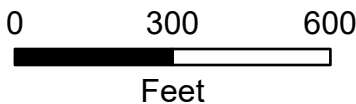
CASE: Z-25-0166
& CPA-25-0017

ATTACHMENT 2

BARKSDALE PH 3

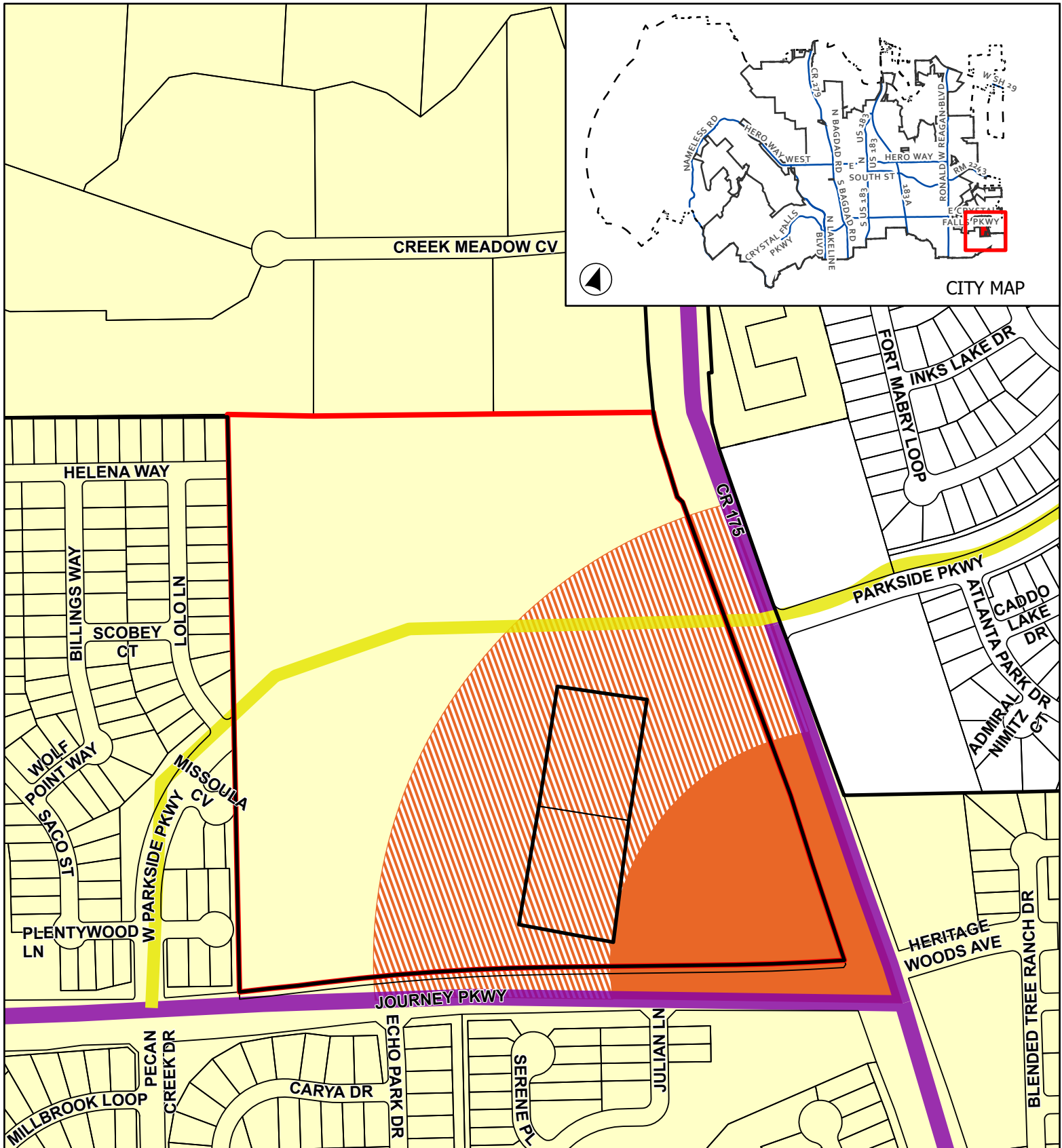
Current Zoning

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City Limits
ETJ
Subject Boundary

Current Zoning
■ SFR - Single-Family Rural
■ SFU - Single-Family Urban
■ SFC - Single-Family Compact



Future Land Use Map

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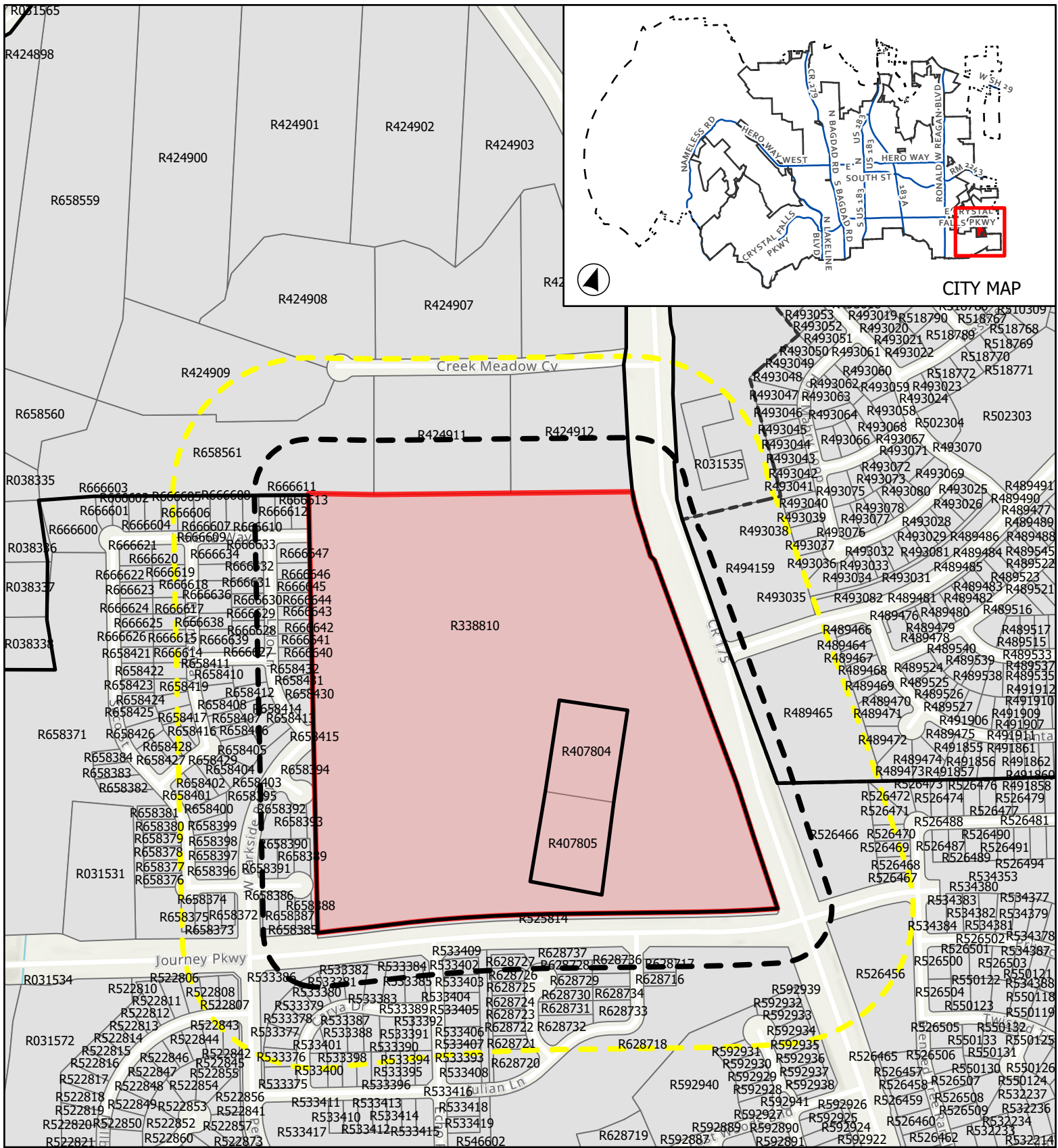
0 145 290



Feet

- ETJ Boundary
- Leander City Limits
- Subject Boundary
- Arterial 4 Lane, Existing

- Collector, Existing
- Neighborhood Residential
- Neighborhood Center - Solid
- Neighborhood Center



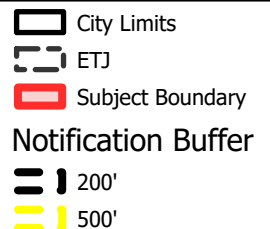
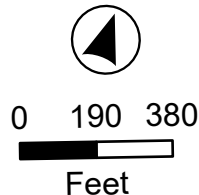
CASE: Z-25-0166 &
CPA-25-0017

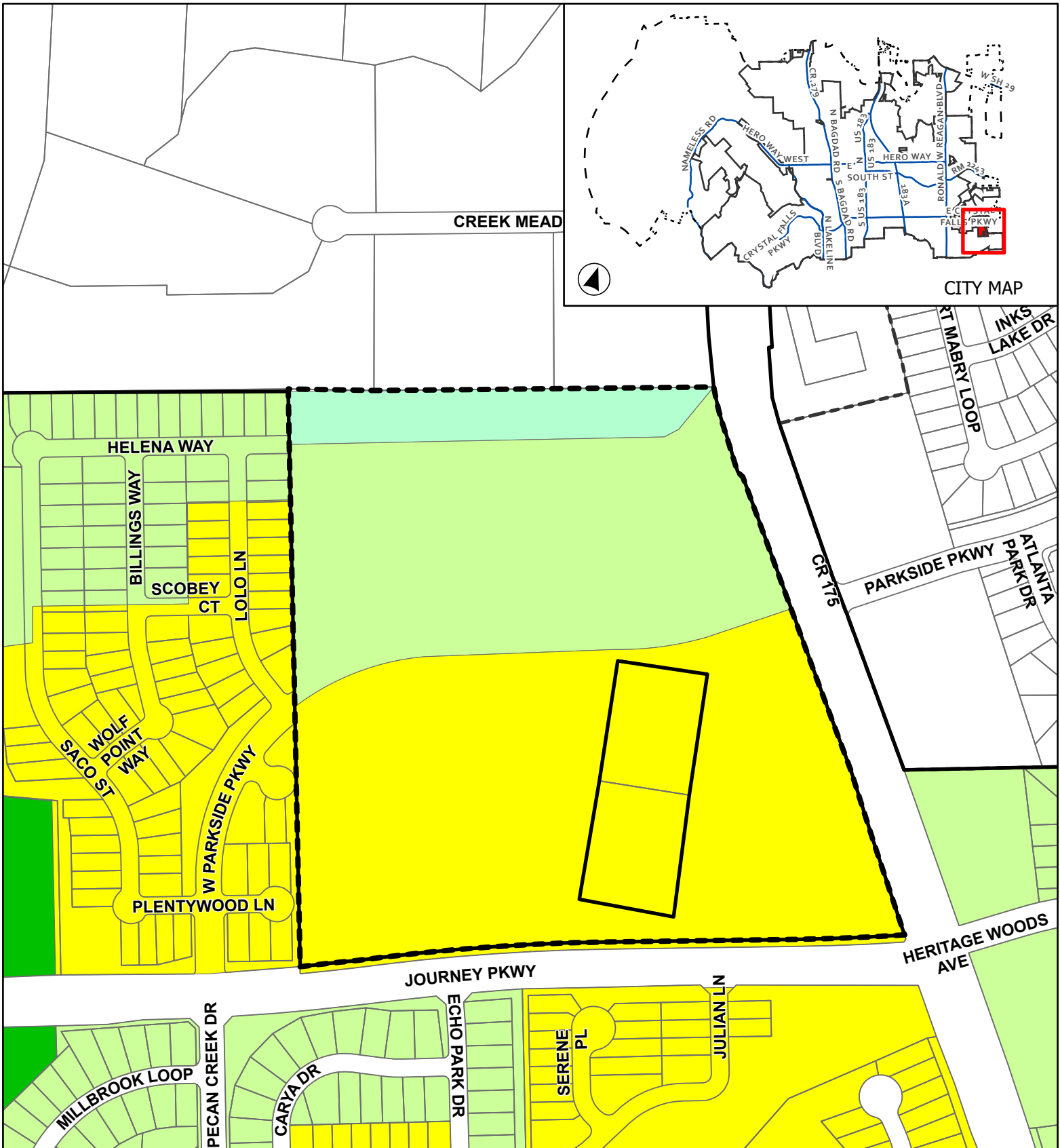
ATTACHMENT 4

BARKSDALE PH 3

Public Notification

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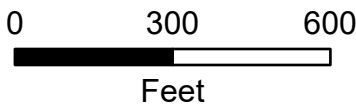
CASE: Z-25-0166
 & CPA-25-0017

ATTACHMENT 5

BARKSDALE PH 3

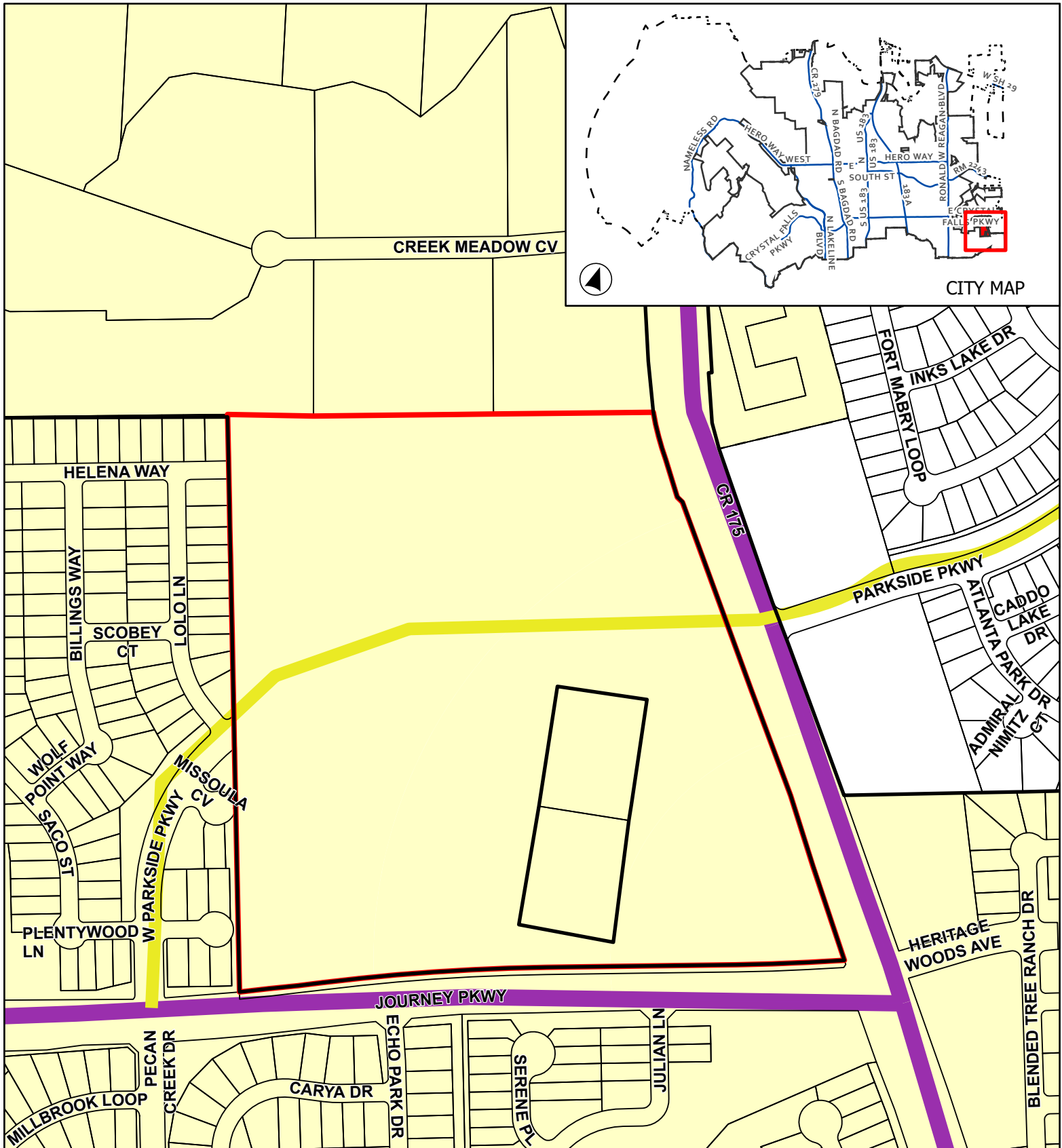
Proposed Zoning

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City Limits
ETJ
Subject Boundary
Proposed Zoning
SFR - Single-Family Rural

SFS - Single-Family Suburban
SFU - Single-Family Urban
SFC - Single-Family Compact



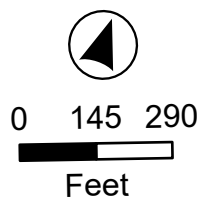
CASE: Z-25-0166 &
CPA-25-0017

ATTACHMENT 6

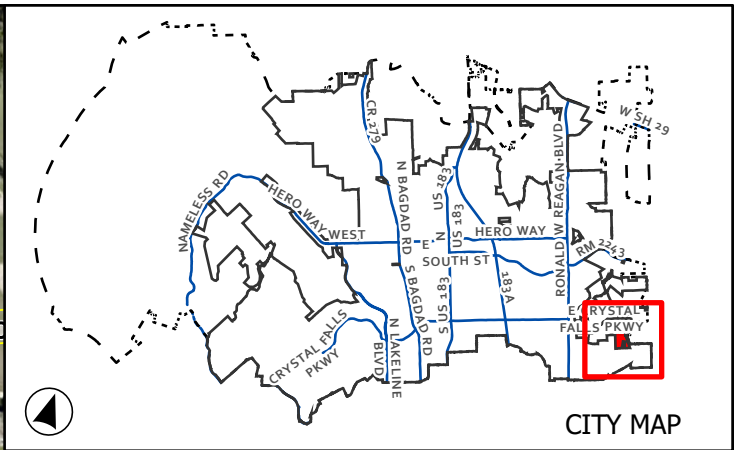
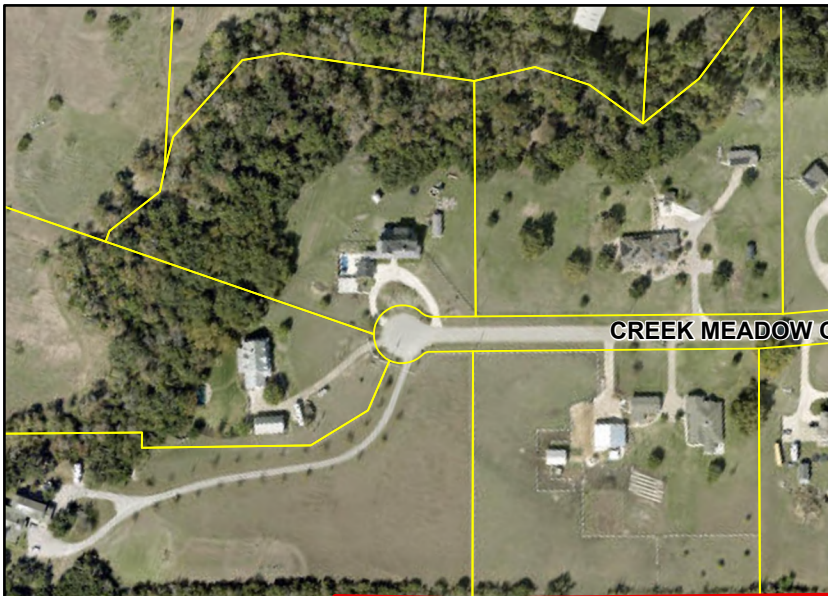
BARKSDALE PH 3

Proposed Future Land Use Map

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- ETJ Boundary
- Leander City Limits
- Subject Boundary
- Arterial 4 Lane, Existing
- Collector, Existing



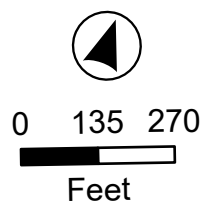
CASE: Z-25-0166 &
CPA-25-0017

ATTACHMENT 7

BARKSDALE PH 3

Aerial Map

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- Leander City Limits
- Subject Boundary

APPLICANT'S SUMMARY OF NEIGHBORHOOD COMMUNICATIONS

1. How and when were the surrounding neighborhood and residential property owners within 500' notified, how was information shared, and who was directly involved in the communication process? Please provide the address of the properties notified and the name and contact information of the residents directly involved in the communication process. Attach any materials that were distributed.

Early conversations were had with residents in various neighborhoods throughout the fall of 2024. Official notification occurred in February 2025.

HOAs within 500-feet were notified of the zoning change via email between 2/14/2025 and 2/18/2025. Residential property owners who are not located in an HOA were notified by USPS on 2/15/2025. A copy of the information shared with each party is attached.

Two meetings were held with neighborhood HOAs. The Developer met with the Pecan Creek neighborhood on March 1 and the Pecan Creek and Lost Woods (Some residents of Barksdale, Trails at Shady Oak, and Parkside also attended) on March 15. Sign in sheets and board presented from each meeting are attached.

2. Who was notified (i.e. property owners, HOA, etc)? The HOA and/or a representative if there is no organized HOA must be contacted, if applicable. Provide a separate sheet listing the contact information used including the names and addresses of the individuals.

HOAs within 500-feet were notified of the zoning change via email between 2/14/2025 and 2/18/2025. Residential property owners who are not located in an HOA were notified by USPS on 2/15/2025. Neighborhood meetings were advertised via email to HOA Boards and via WhatsApp group chats.

3. What concerns were raised during these communications?

Residents expressed support for our proposed zoning that did not include any commercial acreage.

Residents stated that they don't mind driving 1.2 miles to Ronald Reagan or 2.0 miles to Whitestone to access services. Commercial uses would encourage outside traffic to come into the neighborhood and commercial driveways would be disruptive to traffic patterns at the intersections of CR 175 and Parkside which are already complicated by spacing, school zones, school traffic, etc. Residents expressed that commercial uses would also bring extra noise, light, smells, and unsightly development into the neighborhood.

4. What specific conditions were added to or modified within the zoning request in response to the concerns raised at the meeting?

All single-family zoning districts were provided. In response to property owners along Creek Meadow Cove larger lots (SFS-2-A zoning) have planned along the north boundary adjacent to the lots off Creek Meadow Cove.

No other changes were requested to the plan as presented.

The above information is deemed to be true to the best of my knowledge.

Signature: _____



Date 5/6/2025

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS, AMENDING THE COMPREHENSIVE PLAN TO AMEND THE FUTURE LAND USE MAP FROM NEIGHBORHOOD CENTER TO NEIGHBORHOOD RESIDENTIAL FOR THE PROPERTY GENERALLY LOCATED AT THE NORTHWEST CORNER OF JOURNEY PARKWAY AND COUNTY ROAD 175; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary and reasonable for the public health, safety, morals, and welfare of the City of Leander, Texas, a Texas home rule municipality, (herein the “City”) to provide for and maintain a comprehensive plan for the City in accordance with the City Charter and Chapters 211 and 213 of the Texas Local Government Code;

WHEREAS, the City Council adopted the Future Land Use Plan set forth in the Comprehensive Plan by Ordinance No. 25-035-00;

WHEREAS, the City Council finds that the adoption of the amendments to the Future Land Use Plan herein promote the public health, safety, morals, and welfare and provide for the orderly development of the City; and

WHEREAS, after review, inquiry and the opportunity for citizen participation at one or more public hearings and review and recommendation by the Planning and Zoning Commission, the City Council approves the amendments to the Comprehensive Plan hereinafter set forth;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of the Comprehensive Plan. The City Council hereby adopts the amendment to the Future Land Use Plan that is attached hereto as Exhibit A. The Future Land Use Plan, as amended, shall be kept in the office of the Planning Department and shall be available for public inspection during normal office hours. Zoning uses, as amended from time to time at the request of the landowner or on motion of the City, shall be amended to be made consistent with the Comprehensive Plan, as amended. The City may amend the Comprehensive Plan in the discretion of the City Council in accordance with the City Charter and state law to plan for the changing plans of the City.

SECTION 3. Amendment of Conflicting Ordinances. The City of Leander Future Land Use Plan previously adopted by Ordinance No. 25-035-00 is hereby amended to the extent of any conflict with Exhibit A. The City of Leander Comprehensive Plan, all ordinances and parts of ordinances, and all resolutions and parts of resolutions in conflict with this Ordinance are amended to

the extent of such conflict. In the event of a conflict or inconsistency between this Ordinance and any other code, ordinance, or plan of the City, the terms and provisions of this Ordinance shall govern.

SECTION 4. Effective Date. This Ordinance shall be in force and effect from and after its passage on the date shown below.

SECTION 5. Open Meetings. It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't. Code*.

PASSED AND APPROVED on First Reading this the 17 day of June, 2025.

ATTEST:

THE CITY OF LEANDER, TEXAS:

Dara Crabtree, City Secretary

Christine DeLisle, Mayor

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING THREE (3) PARCELS OF LAND FROM INTERIM SFR-1-B (SINGLE-FAMILY RURAL) TO SFC-2-A (SINGLE-FAMILY COMPACT), SFU-2-A (SINGLE-FAMILY URBAN), AND SFS-2-A (SINGLE-FAMILY SUBURBAN); MAKING FINDINGS OF FACT; PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the owner of the property described herein after (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving at least ten (10) days written notice to the owners of land within two hundred (200') feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council;

WHEREAS, after publishing notice of the public hearing at least fifteen (15) days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Zoning Ordinance. Ordinance No. 05-018-00, as amended, the City of Leander Composite Zoning Ordinance (the "Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Applicability. This ordinance applies to the following parcel of land, which is herein referred to as the "Property". That certain parcel of land being including 52.92 acres $\pm$; being more particularly described in Exhibit "A"; located generally located at the northwest corner of Journey Parkway and County Road 175; identified by Williamson Central Appraisal District tax identification number R338810, R407804 and R407805; more particularly described in Instrument Number 2007065707; recorded in the Official Public Records of Williamson County, Texas.

SECTION 4. Property Rezoned. The Zoning Ordinance is hereby amended by changing the zoning district for the Property from Interim SFR-1-B (Single-Family Rural) to SFC-2-A (Single-Family Compact), SFU-2-A (Single-Family Urban), and SFS-2-A (Single-Family Suburban) as shown in Exhibit "A".

SECTION 5. Recording Zoning Change. The City Council directs the Planning Department to record this zoning classification on the City's official zoning map with the official notation as prescribed by the City's zoning ordinance.

SECTION 6. Severability. Should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

SECTION 7. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Loc. Gov't. Code.

PASSED AND APPROVED on First Reading this the 17 day of June, 2025.

FINALLY PASSED AND APPROVED on this the 1 day of July, 2025.

ATTEST:

THE CITY OF LEANDER, TEXAS:

Dara Crabtree, City Secretary

Christine DeLisle, Mayor



**MINUTES
PLANNING & ZONING COMMISSION MEETING
CITY OF LEANDER, TEXAS**

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, May 22, 2025
Regular Meeting at 6:00 PM



**Place 1 – Donnie Mahan
Place 2 – Joseph Morales
Place 3 – Vacant
Place 4 – Tara LeDay**

**Place 5 – James Oliver, Chair
Place 6 – Laura Lantrip
Place 7 – Scott Calame, Vice-Chair
Staff Liaison – Robin Griffin**

REGULAR MEETING

1. Call to Order.
Meeting was called to order at 6:01 p.m.
2. Roll Call.
All commissioners were present except Commissioner Tara LeDay and Commissioner Scott Calame.
3. Director's report to the Planning & Zoning Commission on action taken by City Council on the May 15, 2025 meeting.
4. Review of meeting protocol.
5. Public comments on items not listed in the agenda.

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

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

No one wished to speak.

CONSENT AGENDA: ACTION

Motion to approve consent agenda items 6-7.

By: Board Member Lantrip

Seconded: Board Member Morales

Vote: 5 - 0

6. Approval of the minutes for meeting held on May 8, 2025.
7. Approval of the extension of the completion date for Subdivision Case 20-PICP-032 Leander Platinum Public Improvement Construction Plans; more particularly described by Williamson Central Appraisal District Parcel R372083, commonly known as 17680 Ronald W. Reagan Boulevard, Leander, Williamson County, Texas.

PUBLIC HEARING: ACTION

8. Conduct a Public Hearing regarding Comprehensive Plan Case CPA-25-0017 to amend the Comprehensive Plan land use category from Neighborhood Center to Neighborhood Residential and Zoning Case Z-25-0166 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to SFC-2-A (Single-Family Compact), SFU-2-A (Single-Family Urban), and SFS-2-A (Single-Family Suburban) on three (3) parcels of land 52.92 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R338810, R407804 and R407805; and generally located at the northwest corner of Journey Parkway and County Road 175, Leander, Williamson County, Texas.
- Discuss and consider action regarding Comprehensive Plan Case CPA-25-0017 as described above.
 - Discuss and consider action regarding Zoning Case Z-25-0166 as described above.

Public Hearing opened at 6:21 p.m.; Public Hearing closed at 6:52 p.m.; following discussion.

20 spoke in favor of the requests; see attached.

6 submitted via the website in favor of the requests; see attached.

Anita Chumanvech, 708 Palamos Dr, Leander, Texas 78641 spoke against the requests.

Motion to approve Comprehensive Plan Case CPA-25-0017.

By: Board Member Morales

Seconded: Board Member Lewis

Vote: 5 - 0

No action taken for Zoning Case Z-25-0166.

REGULAR AGENDA

9. Conduct a Public Hearing and consider action on Variance Case VA-25-0022 to approve a Variance on one (1) parcel of land approximately 4.151 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District R346169; generally located at 1550 CR 269, Leander, Williamson County, Texas.
- Discuss and consider action on Variance Case VA-25-0022 as described above.

Public Hearing opened at 7:30 p.m.; Public Hearing closed at 7:32 p.m.; following discussion.

Anita Chumanvech, 708 Palamos Dr. Leander, Texas 78641 spoke against the request.

Motion to approve Variance Case VA-25-0022.

By: Board Member Lantrip

Seconded: Board Member Mahan

Vote: 2 - 3 Board Member Mahan, Board Member Morales, Board Member Lewis

Motion failed.

Meeting adjourned at 7:41 p.m. Meeting was called to order at 7:42 p.m.

Motion to deny Variance Case VA-25-0022.

By: Board Member Morales

Seconded: Board Member Lewis

Vote: 3 - 2 Board Member Oliver, Board Member Lantrip

10. Adjournment
Meeting adjourned at 7:43 p.m.

APPROVED

CHAIR

ATTEST:

STAFF LIAISON



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Receive a presentation from Sam Heinz, of Public Sector Personnel Consultants, Inc., and consider action on the findings and recommendations for the Fiscal Year 2025 Compensation Study; providing for an effective date of June 28, 2025; and authorize the City Manager to execute any and all necessary documents.

BACKGROUND:

The City contracted with Public Sector Personnel Consultants who specialize in position classification and compensation studies for the public sector to meet the changing and growing demands of public employees. The compensation study will provide valuable information to help us determine plans, programs, systems and administrative procedures to meet internal equitability, to reflect the City's values and "best" practices, along with legal compliance.

The compensation study will review the City's current employee agreements and wage plans and 1) utilize the City's current wage plan structures to identify internally equitable and externally competitive salary ranges for each City job class, and 2) prepare alternative salary range structures and schedules for the City to select the best fit for its competitiveness strategy. The following 16 cities were selected by the City's executive team, Leander Law Enforcement Association, and Leander Fire Fighters Association for comparison: Round Rock, Cedar Park, Georgetown, Pflugerville, San Marcos, The Colony, Farmers Branch, Sugarland, Allen, Mansfield, Lewisville, Flower Mound, Richardson, North Richland Hills, Baytown, and League City. The compensation study found 86 benchmark job classes were above survey average midpoint, 33 were at market in relationship to survey average midpoint, and 18 were below survey average midpoint.

Following the adoption of the proposed salary schedule, the proposed range assignments for each position, along with the proposed Police and Fire Departments' step plans, City staff will begin implementation of the revised compensation schedule with an effective date of June 28, 2025, which will include adjustments to compensation for those employees to bring them into compliance. A competitive compensation schedule will help retain high-performing team members and attract the quality of candidates needed to support and manage Leander's growth.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommend adoption of the Salary Schedule, range assignments for each position and the updated step plans for the Police and Fire Departments.

PRESENTER:

Christy Davis, Executive Director of Administrative Services

Fiscal Impact

Attachments:

1. Leander Wrap-Up Presentation
2. Job Series Order
3. High to Low Order
4. Salary Schedule
5. Proposed Police Step Plan
6. Proposed Fire Step Plan

Findings and Recommendations of the FY2025 Compensation Study

For the City of Leander, TX
June 2025

Introduction to Public Sector Personnel Consultants

- PSPC specializes in salary survey and benefit survey services for public sector employers
- Over 1,100+ public sector employers served by members of our firm
- Current and recent projects in the regional area include the City of Pflugerville, City of Cedar Park, City of Liberty Hill, City of Killeen, City of Taylor, City of Manor, City of Bee Cave, City of Lakeway

Salary Survey Scope

- Selection of Salary Survey Comparators
- Selection of Benchmark Positions
- Market Survey and Analysis of External Competitiveness
- Discussion of Salary Schedule Design
- Market-Sensitive Range Recommendations Referencing Gathered Survey Data
- Analysis of Internal Alignment
- Fiscal Impact of Proposed Salary Plan
- Cost Modeling Scenarios for Implementation

Study Phases

Feb.
2025

- Meet with City to discuss project timeline and goals

March
2025

- Confirm comparator agencies; solicit information, begin market survey

April
2025

- Survey completed
- Discuss pay plan design
- Assign all positions to market-sensitive ranges referencing survey data

May
2025

- Perform review of internal alignment
- Provide a cost estimate for implementation of new pay plan

June
2025

- Presentation to City Council and final reporting

Market Survey and Analysis of External Competitiveness

- Market competitors include employers that the City competes with to obtain and retain qualified employees
- Jobs being compared not the employers
- Solicited pay plans, organizational charts, and job descriptions to aid in the process of job matching
- Private sector data included where applicable

Market Competitors

Allen, City of	Mansfield, City of
Baytown, City of	North Richland Hills, City of
Cedar Park, City of	Pflugerville, City of
Farmers Branch, City of	Richardson, City of
Flower Mound, Town of	Round Rock, City of
Georgetown, City of	San Marcos, City of
League City, City of	Sugar Land, City of
Lewisville, City of	The Colony, City of

Private sector data incorporated via the Economic Research Institute for the Leander, TX region

Comparators discussed and approved with City staff

Selection of Benchmark Positions

- Benchmark positions are jobs that are commonly found at most of the competitor employers
- No such thing as a “perfect match”
- Matches reflect 70%+ similarity in duties, responsibilities, and Knowledge, Skills, and Abilities (KSA's)
- Not every job is a benchmark position
 - Unique division of labor, unique number of levels, unique services
- Data collected for 150 out of 254 positions, or roughly 60% of jobs
 - Duplicative titles reference corresponding survey worksheet
 - Refer to internal alignment, general salary administration principles for positions without a survey worksheet

Application of Survey Data

- Midpoint-to-Midpoint analysis – the traditional method of analysis for public sector surveys
- Use the midpoint as our point of comparison because it is the most objective, consistent component of salary structures
 - Comparator agencies have salary structures with varying range width
- Midpoint theoretically represents value for journey-level employee performing job duties and responsibilities with proficiency
- Do not prefer to compare actual salaries as that can be affected by longevity, cert. pays, other factors

Example: Benchmark Survey Worksheet

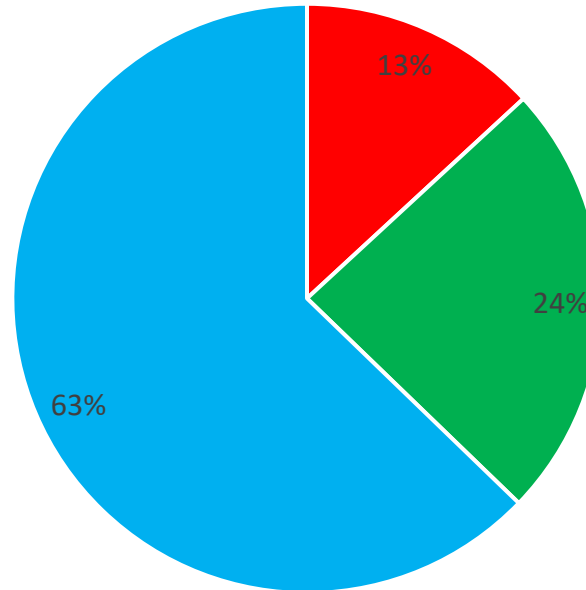
City of Irving Current Job Title	Survey Job Class	Survey Organization	Irving Midpoint	Market Midpoint	Variance	
					\$	%

Utility Heavy Equipment Operator			\$42,456	\$45,026	-\$2,570	-6.05%
----------------------------------	--	--	----------	----------	----------	--------

Heavy Equipment Operator II	Denton		\$51,927	
Sr Equipment Operator	Fort Worth		\$48,170	
Pw Heavy Equip Oper-Water	Carrollton		\$46,923	
Pub Works Equip Operator, Sr	Plano		\$46,461	
Heavy Equipment Operator II	Garland	Market	\$45,344	
Heavy Equipment Operator	Richardson	Average	\$44,640	
Heavy Equipment Operator II	Frisco		\$44,508	
Heavy Equipment Operator	Dallas		\$44,244	
Heavy Equip Opr III	Arlington		\$43,334	
Heavy Equipment Operator	Lewisville		\$43,333	
Equipment Operator II	Mesquite		\$42,744	
Heavy Equipment Op-Wtr Dist	Grand Prairie		\$42,562	Current Rank
Public Sector Average:			\$45,349	
Heavy Equipment Operator	Regional Private Sector		\$44,702	
Private Sector Average:			\$44,702	
Prevailing Rate:			\$45,026	

Salary Survey Findings

Leander Midpoint in Relation to Survey Average Midpoint



- Behind Market (< -5%)
- At Market (+/- 5%)
- Ahead of Market (> +5%)

Salary Survey Findings

Relationship to Survey Average Midpoint	Benchmark Job Classes	% of Sample	Average Variance	Range of Variance (%)
Below (<-5%)	18	13%	-12.19%	-21.35% to -5.28%
At Market (+/- 5%)	33	24%	.54%	-4.38% to 4.77%
Above (>5%)	86	63%	17.01%	5.6% to 46.28%

Excludes 13 director and executive-director level positions, which are paid at a flat rate

Current Salary Schedule

The City of Leander currently maintains a salary schedule with the following parameters:

- 17 ranges
- Variable increase between the midpoints of each range (prevailing pattern is 10%, with one exception)
- 60 % range width

Proposed Salary Schedule

Public Sector Personnel Consultants recommends that the City adopt a salary schedule with the following parameters:

- 17 ranges
- Variable increase between the midpoints of each range (prevailing pattern is 10%, with one exception)
- *45% range width*
 - Reducing the range width will make the City more competitive at minimum, prevent overpaying at maximum
 - Midpoint values for each range remain the same

Proposed Salary Schedule

<u>Range</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
1	\$30,766	\$37,690	\$44,613
2	\$33,839	\$41,454	\$49,070
3	\$37,218	\$45,594	\$53,969
4	\$40,945	\$50,159	\$59,373
5	\$42,991	\$52,666	\$62,340
6	\$47,295	\$57,938	\$68,582
7	\$52,024	\$63,731	\$75,439
8	\$57,228	\$70,106	\$82,985
9	\$62,950	\$77,116	\$91,282
10	\$69,241	\$84,822	\$100,404
11	\$76,168	\$93,309	\$110,450
12	\$83,792	\$102,648	\$121,504
13	\$92,171	\$112,913	\$133,655
14	\$101,382	\$124,197	\$147,012
15	\$111,518	\$136,614	\$161,710
16	\$122,674	\$150,280	\$177,886
17	\$134,941	\$165,308	\$195,675
	% Increase		% Width
	Variable		45%

Range Assignments

- Positions are assigned to the range whose midpoint is closest to the market average midpoint.
 - Example: Administrative Assistant – Market average midpoint of \$46,899

Range	Minimum	Midpoint	Maximum	Variance (\$)
5	\$38,732	\$45,509	\$52,285	\$1,390
6	\$40,669	\$47,784	\$54,899	- \$ 855
7	\$42,702	\$50,173	\$57,644	- \$3,274

- Market average midpoint is closest to the midpoint of Range 6;
Assign the Administrative Assistant position to Range 6

Internal Equity/Internal Alignment

- Use survey data as primary guide for range placement.
- Also consider how positions relate to one another within the organization, which positions the organization values similarly.
- As responsibilities increase, so should the range.
 - General rule of thumb:
 - At least 10-15% between sequential job series.
 - At least 20-25% between supervisors and direct reports.
- Encourage career progression and progression within job families/series.
 - *Note: No positions have moved backward at the midpoint as a result of the study; if the position surveyed ahead of the market, the current midpoint is retained.*

Public Safety – Grade and Step

- Sworn Public Safety positions currently use a Grade and Step schedule
- Discussed the merits of:
 - Increasing/decreasing number of steps
 - Increasing/decreasing step percent increases
 - Increasing/decreasing percentages between ranks
- Agreed approach:
 - Create parity in pay structures used for police and fire
 - Make step increase amount the same for police and fire
 - Make number of steps for line-level officers in police and fire the same
 - Align midpoint values for all positions to within +/- 5% of survey averages

Public Safety – Fire Department

- 7 out of 7 surveyed sworn fire positions are “behind” the market
- Proposed step plan aligns all ranks to within +/- 5% of the market average midpoint
- Proposed changes include:
 - Increasing percent change from Firefighter to Fire Driver from 10% to 15% (indicated by market survey)
 - Decrease percent change from Battalion Chief to Division Chief from 10% to 5% (indicated by market survey)
 - Remove first 2 steps from Firefighter and Fire Driver
 - Add one step to all ranks
 - Results in 15 total steps, mirroring police pay structure

Public Safety – Police Department

- 6 out of 6 surveyed sworn police positions are “behind” the market
- Proposed step plan aligns all ranks to within +/- 5% of the market average midpoint
- Proposed changes include:
 - Moving the Assistant Police Chief from the Step Plan to the Open Range salary schedule
 - Establish fixed distance between ranks of 10%
 - Change step increase amount from 2% to 2.5%
 - Mirrors the step increase amount as found on the fire step plan

Cost Estimate

- General Service Employees:

- Estimated Annual Cost: \$167,593 or .81% of payroll
 - Affects 67 out of 313 employees whose current salary is below their proposed range minimum
 - Includes all Full-Time and Part-Time employees

- Fire Department:

- Estimated Annual Cost: \$1,140,376, or 17.91% of current payroll
 - Affects 73 out of 73 employees

- Police Department:

- Estimated Annual Cost: \$588,458, or 9.03% of current payroll
 - Affects 74 out of 74 employees

Cost Estimate

Estimated Cost for All Employees

\$1,896,427 or 5.7% of current payroll

Implementation Steps

- Adopt the proposed Salary Schedule
- Adopt the proposed range assignment for each position
- Adopt the proposed Fire Step Plan
- Adopt the proposed Police Step Plan

Questions/Comments?

(23)

City of Leander, TX
Proposed FY2026 Pay Plan - Job Series Order

1 of 6

Job Title	--Current--		-- Recommended --			
	Range		Range	Minimum	Midpoint	Maximum

City Administration Series

Animal Services

Animal Services Supervisor	10	10	\$69,241	\$84,822	\$100,404
Animal Services Officer III	7	7	\$52,024	\$63,731	\$75,439
Animal Services Officer II	6	6	\$47,295	\$57,938	\$68,582
Animal Services Officer I	5	5	\$42,991	\$52,666	\$62,340

Building Inspections

Building Official	15	15	\$111,518	\$136,614	\$161,710
Assistant Building Official	13	13	\$92,171	\$112,913	\$133,655
Senior Building Inspector	11	11	\$76,168	\$93,309	\$110,450
Building Inspector	9	9	\$62,950	\$77,116	\$91,282
Senior Plan Reviewer	10	10	\$69,241	\$84,822	\$100,404
Plan Reviewer	9	9	\$62,950	\$77,116	\$91,282
Zoning Compliance Officer	8	8	\$57,228	\$70,106	\$82,985
Development Services Supervisor	10	10	\$69,241	\$84,822	\$100,404
Development Services Technician	7	7	\$52,024	\$63,731	\$75,439
Permit Coordinator	7	7	\$52,024	\$63,731	\$75,439

City Manager's Office

City Manager	CM	CM	-	-	-
Assistant City Manager	EL	EL	-	-	-
Assistant to the City Manager/ Innovation Coordinator	14	14	\$101,382	\$124,197	\$147,012
Executive Assistant to City Manager	9	9	\$62,950	\$77,116	\$91,282

City Secretary

City Secretary	DH	DH	\$141,075	-	-
Senior Deputy City Secretary	11	11	\$76,168	\$93,309	\$110,450
Deputy City Secretary	9	9	\$62,950	\$77,116	\$91,282

Code Enforcement

Code Enforcement Manager	11	11	\$76,168	\$93,309	\$110,450
Senior Code Enforcement Officer	9	9	\$62,950	\$77,116	\$91,282
Code Enforcement Officer	8	8	\$57,228	\$70,106	\$82,985

Economic Development

Director of Economic Development	DH	DH	\$141,075	-	-
Assistant Director - Economic Development	15	15	\$111,518	\$136,614	\$161,710

Finance

Chief Financial Officer	EL	EL	-	-	-
Deputy Chief Financial Officer	15	16	\$122,674	\$150,280	\$177,886
Accounting Manager	14	14	\$101,382	\$124,197	\$147,012
Senior Accountant	10	10	\$69,241	\$84,822	\$100,404
Accounting Supervisor	10	10	\$69,241	\$84,822	\$100,404
Accountant	9	9	\$62,950	\$77,116	\$91,282
Contract & Grant Accountant	9	9	\$62,950	\$77,116	\$91,282
Accounting Specialist II	8	8	\$57,228	\$70,106	\$82,985
Accounting Specialist I	7	7	\$52,024	\$63,731	\$75,439

City of Leander, TX
Proposed FY2026 Pay Plan - Job Series Order

2 of 6

Job Title	--Current--		-- Recommended --			
	Range		Range	Minimum	Midpoint	Maximum
<u>Purchasing</u>						
Purchasing Manager	14		14	\$101,382	\$124,197	\$147,012
Purchasing Specialist	10		10	\$69,241	\$84,822	\$100,404
<u>Facilities</u>						
Facilities Manager	12		14	\$101,382	\$124,197	\$147,012
Crew Leader - Facility Maintenance	7		7	\$52,024	\$63,731	\$75,439
Maintenance II - Janitorial	6		5	\$42,991	\$52,666	\$62,340
Facility Maintenance I	4		4	\$40,945	\$50,159	\$59,373
Maintenance I - Janitorial	3		3	\$37,218	\$45,594	\$53,969
<u>Golf Course - Maintenance</u>						
Golf Course Superintendent	11		12	\$83,792	\$102,648	\$121,504
Assistant Golf Course Superintendent	8		10	\$69,241	\$84,822	\$100,404
Mechanic - Golf Maintenance	8		8	\$57,228	\$70,106	\$82,985
Greenskeeper II	6		6	\$47,295	\$57,938	\$68,582
Irrigation Technician	4		4	\$40,945	\$50,159	\$59,373
Greenskeeper I	3		3	\$37,218	\$45,594	\$53,969
<u>Golf Course - Pro Shop</u>						
General Manager - Golf	15		16	\$122,674	\$150,280	\$177,886
Head Golf Pro	11		12	\$83,792	\$102,648	\$121,504
Administrative Assistant - Golf	7		7	\$52,024	\$63,731	\$75,439
Assistant Golf Pro	7		8	\$57,228	\$70,106	\$82,985
Tournament & Event Coordinator	7		7	\$52,024	\$63,731	\$75,439
Guest Services Supervisor - Golf	3		5	\$42,991	\$52,666	\$62,340
Golf Shop Attendant	2		2	\$33,839	\$41,454	\$49,070
Guest Services Attendant	1		1	\$30,766	\$37,690	\$44,613
<u>Homeland Security and Emergency Management</u>						
Emergency Management Coordinator	13		13	\$92,171	\$112,913	\$133,655
Assistant Emergency Management Coordinator	11		11	\$76,168	\$93,309	\$110,450
<u>Human Resources</u>						
Executive Director of Administrative Services	EL		EL	-	-	-
Assistant Director - Human Resources	15		15	\$111,518	\$136,614	\$161,710
Program Manager	14		13	\$92,171	\$112,913	\$133,655
Safety & Risk Manager	12		13	\$92,171	\$112,913	\$133,655
Senior HR Business Partner	-		13	\$92,171	\$112,913	\$133,655
HR Business Partner	14		11	\$76,168	\$93,309	\$110,450
Human Resources Generalist	11		10	\$69,241	\$84,822	\$100,404
<u>Information Technology</u>						
Director of Information Technology	DH		DH	\$141,075	-	-
Deputy Director - Information Security	16		16	\$122,674	\$150,280	\$177,886
Systems Administrator	12		12	\$83,792	\$102,648	\$121,504
Desktop Support Specialist II	11		11	\$76,168	\$93,309	\$110,450
Desktop Support Specialist I	10		10	\$69,241	\$84,822	\$100,404

City of Leander, TX
Proposed FY2026 Pay Plan - Job Series Order

3 of 6

Job Title	--Current--		-- Recommended --			
	Range		Range	Minimum	Midpoint	Maximum
<u>Library</u>						
Library Director	15		16	\$122,674	\$150,280	\$177,886
Children's Librarian	7		7	\$52,024	\$63,731	\$75,439
Circulation Supervisor	7		9	\$62,950	\$77,116	\$91,282
Public Service Librarian	7		7	\$52,024	\$63,731	\$75,439
Technical Services Librarian	7		7	\$52,024	\$63,731	\$75,439
Youth Librarian	7		7	\$52,024	\$63,731	\$75,439
Library Generalist	4		4	\$40,945	\$50,159	\$59,373
Library Technician	4		4	\$40,945	\$50,159	\$59,373
<u>Municipal Court</u>						
Court Administrator	11		12	\$83,792	\$102,648	\$121,504
Assistant Court Administrator	7		10	\$69,241	\$84,822	\$100,404
Juvenile Case Manager/Court Clerk	6		7	\$52,024	\$63,731	\$75,439
Senior Deputy Court Clerk	5		5	\$42,991	\$52,666	\$62,340
Deputy Court Clerk	3		3	\$37,218	\$45,594	\$53,969
<u>Parks and Recreation</u>						
Director of Parks & Recreation	DH		DH	\$141,075	-	-
Deputy Director - Parks & Recreation	15		16	\$122,674	\$150,280	\$177,886
Parks and Recreation Manager	11		12	\$83,792	\$102,648	\$121,504
Parks Maintenance & Operations Manager	11		12	\$83,792	\$102,648	\$121,504
Foreman - Parks	8		9	\$62,950	\$77,116	\$91,282
Crew Leader - Parks	7		7	\$52,024	\$63,731	\$75,439
Maintenance II - Parks	6		5	\$42,991	\$52,666	\$62,340
Maintenance I - Parks	3		3	\$37,218	\$45,594	\$53,969
Recreation Supervisor	10		10	\$69,241	\$84,822	\$100,404
Active Adult Program Coordinator	9		9	\$62,950	\$77,116	\$91,282
Recreation & Aquatic Coordinator	9		9	\$62,950	\$77,116	\$91,282
Recreation Specialist	4		4	\$40,945	\$50,159	\$59,373
Athletics Program Coordinator	9		9	\$62,950	\$77,116	\$91,282
Crew Leader - Athletic Fields	7		7	\$52,024	\$63,731	\$75,439
Athletic Attendant	1		1	\$30,766	\$37,690	\$44,613
Senior Activity Center Supervisor	10		10	\$69,241	\$84,822	\$100,404
Bus Driver	4		4	\$40,945	\$50,159	\$59,373
Special Event Coordinator	9		9	\$62,950	\$77,116	\$91,282
Administrative Manager - Parks	9		9	\$62,950	\$77,116	\$91,282
Administrative Assistant - LAC	7		7	\$52,024	\$63,731	\$75,439
<u>Planning</u>						
Executive Director of Development Services	EL		EL	-	-	-
Planning Manager	14		14	\$101,382	\$124,197	\$147,012
Senior Planner	12		12	\$83,792	\$102,648	\$121,504
Planner	10		10	\$69,241	\$84,822	\$100,404
Planning Analyst	10		10	\$69,241	\$84,822	\$100,404
Assistant Planner	9		9	\$62,950	\$77,116	\$91,282
Senior Planning Coordinator - Team Lead	9		9	\$62,950	\$77,116	\$91,282
Planning Coordinator	8		8	\$57,228	\$70,106	\$82,985
Administrative Assistant/Receptionist - Development Services	7		7	\$52,024	\$63,731	\$75,439
Development Services Coordinator	7		7	\$52,024	\$63,731	\$75,439
Planning Clerk	5		5	\$42,991	\$52,666	\$62,340
Intern - Development Services	2		2	\$33,839	\$41,454	\$49,070
<u>Public Information</u>						
Communications Manager	14		14	\$101,382	\$124,197	\$147,012
Community Engagement Specialist	10		10	\$69,241	\$84,822	\$100,404
Website Specialist	10		10	\$69,241	\$84,822	\$100,404

City of Leander, TX
Proposed FY2026 Pay Plan - Job Series Order

4 of 6

Job Title	--Current--		-- Recommended --			
	Range		Range	Minimum	Midpoint	Maximum

Public Safety Series

Fire Administration

Fire Chief	PS	PS	-	-	-
Assistant Fire Chief	F7		Public Safety Pay Plan		
Division Chief	F6				
Logistics Officer - Fire	10	10	\$69,241	\$84,822	\$100,404
Administrative Manager - Fire	9	9	\$62,950	\$77,116	\$91,282
Administrative Assistant - Fire	7	7	\$52,024	\$63,731	\$75,439
Outreach Coordinator - Fire	7	7	\$52,024	\$63,731	\$75,439
Administrative Technician - Fire	3	3	\$37,218	\$45,594	\$53,969

Fire - Emergency Operations

Battalion Chief	F5		Public Safety Pay Plan		
Fire Captain	F4				
Fire Lieutenant	F3				
Driver/Pump Operator	F2				
Firefighter	F1				
EMS Training Instructor	5	5	\$42,991	\$52,666	\$62,340

Fire - Community Risk Reduction

Assistant Fire Chief	F7		Public Safety Pay Plan		
Fire Inspector III	F4				
Fire Inspector II	F3				
Fire Inspector I	F2				
Plans Examiner- Fire	F2				

Police Administration

Police Chief	PS	PS	-	-	-
Assistant Police Chief	17	17	\$134,941	\$165,308	\$195,675
Accreditation Manager - PD	10	10	\$69,241	\$84,822	\$100,404
Administrative Manager - PD	9	9	\$62,950	\$77,116	\$91,282

Police - Communications

Emergency Communications Manager	12	12	\$83,792	\$102,648	\$121,504
Emergency Communications Supervisor	10	10	\$69,241	\$84,822	\$100,404
Emergency Communications Operator III	9	9	\$62,950	\$77,116	\$91,282
Emergency Communications Operator II	8	8	\$57,228	\$70,106	\$82,985
Emergency Communications Operator I	7	7	\$52,024	\$63,731	\$75,439

Police - Criminal Investigations

Crime Scene & Evidence Supervisor	10	10	\$69,241	\$84,822	\$100,404
Crime Scene & Evidence Specialist	8	8	\$57,228	\$70,106	\$82,985
Victim Services Coordinator	11	11	\$76,168	\$93,309	\$110,450
Victim Services Advocate	8	8	\$57,228	\$70,106	\$82,985
Records Supervisor - Police	11	11	\$76,168	\$93,309	\$110,450
Administrative Assistant - Records	7	7	\$52,024	\$63,731	\$75,439
Police Case Management Coordinator	10	10	\$69,241	\$84,822	\$100,404

Police - Support Services

Administrative Analyst - Police	12	12	\$83,792	\$102,648	\$121,504
Logistics Coordinator - PD	8	8	\$57,228	\$70,106	\$82,985

Police - Uniform Services

Police Lieutenant	P4		Public Safety Pay Plan		
Police Sergeant	P3				
Police Corporal	P2				
Police Officer	P1				
Police Cadet	9	9	\$62,950	\$77,116	\$91,282

City of Leander, TX
Proposed FY2026 Pay Plan - Job Series Order

5 of 6

Job Title	--Current--		-- Recommended --			
	Range		Range	Minimum	Midpoint	Maximum

Public Works and Engineering Series

Engineering

City Engineer	DH	DH	\$141,075	-	-	
Assistant City Engineer	15	15	\$111,518	\$136,614	\$161,710	
Senior Engineer	13	13	\$92,171	\$112,913	\$133,655	
Engineer, PE	12	12	\$83,792	\$102,648	\$121,504	
E.I.T (Engineering in Training)	10	10	\$69,241	\$84,822	\$100,404	
Intern - Engineering	2	2	\$33,839	\$41,454	\$49,070	
GIS Manager	14	14	\$101,382	\$124,197	\$147,012	
GIS Administrator	11	12	\$83,792	\$102,648	\$121,504	
Senior GIS Analyst	10	10	\$69,241	\$84,822	\$100,404	
GIS Analyst	9	9	\$62,950	\$77,116	\$91,282	
Construction Inspection Supervisor - Engineering	12	12	\$83,792	\$102,648	\$121,504	
Construction Inspector	11	11	\$76,168	\$93,309	\$110,450	
Stormwater Program Coordinator	12	12	\$83,792	\$102,648	\$121,504	
Executive Assistant - Engineering	9	9	\$62,950	\$77,116	\$91,282	
Administrative Assistant - Engineering	7	7	\$52,024	\$63,731	\$75,439	
Engineering Clerk	3	3	\$37,218	\$45,594	\$53,969	

Public Works - Streets

Executive Director of Public Works	EL	EL	-	-	-	
Deputy Director - Public Works	16	16	\$122,674	\$150,280	\$177,886	
Assistant Director - Streets, PW	15	15	\$111,518	\$136,614	\$161,710	
PW Project Manager	14	14	\$101,382	\$124,197	\$147,012	
Street Supervisor	11	11	\$76,168	\$93,309	\$110,450	
Foreman - Streets	9	9	\$62,950	\$77,116	\$91,282	
Crew Leader - Streets	8	8	\$57,228	\$70,106	\$82,985	
Equipment Operator II	7	7	\$52,024	\$63,731	\$75,439	
Equipment Operator I	5	5	\$42,991	\$52,666	\$62,340	
Foreman - Signs	9	9	\$62,950	\$77,116	\$91,282	
Crew Leader - Signs	8	8	\$57,228	\$70,106	\$82,985	
Senior Technician - Signs	7	7	\$52,024	\$63,731	\$75,439	
Tech I - Signs	5	5	\$42,991	\$52,666	\$62,340	
Shop Foreman - PW	11	11	\$76,168	\$93,309	\$110,450	
Mechanic II - Public Works	8	8	\$57,228	\$70,106	\$82,985	
Mechanic I - Public Works	5	5	\$42,991	\$52,666	\$62,340	
CIP Program Manager	14	14	\$101,382	\$124,197	\$147,012	
CIP Project Manager	14	14	\$101,382	\$124,197	\$147,012	
Contract Manager	12	12	\$83,792	\$102,648	\$121,504	
Senior Administrative Assistant	8	8	\$57,228	\$70,106	\$82,985	

Public Works - Water Conservation

Conservation Program Manager	12	12	\$83,792	\$102,648	\$121,504	
Backflow & Utilities Specialist - PW	9	9	\$62,950	\$77,116	\$91,282	

City of Leander, TX
Proposed FY2026 Pay Plan - Job Series Order

6 of 6

Job Title	--Current--		-- Recommended --			
	Range		Range	Minimum	Midpoint	Maximum
<u>Public Works - Water and Wastewater Maintenance</u>						
Assistant Director - Utilities, PW	15		15	\$111,518	\$136,614	\$161,710
W/WW Utilities Superintendent	13		13	\$92,171	\$112,913	\$133,655
Foreman - W/WW	9		9	\$62,950	\$77,116	\$91,282
Foreman - Water Operations	9		9	\$62,950	\$77,116	\$91,282
Crew Leader - W/WW	8		8	\$57,228	\$70,106	\$82,985
Crew Leader - Utility Line Locator	8		8	\$57,228	\$70,106	\$82,985
Crew Leader - Vac-Truck	8		8	\$57,228	\$70,106	\$82,985
Crew Leader - Valve/Hydrant	8		8	\$57,228	\$70,106	\$82,985
Utility Maintenance II - PW	6		7	\$52,024	\$63,731	\$75,439
Utility Maintenance I - PW	5		5	\$42,991	\$52,666	\$62,340
Equipment Operator I	5		5	\$42,991	\$52,666	\$62,340
Equipment Operator I (VAC)	5		5	\$42,991	\$52,666	\$62,340
Mechanic - Pump & Motor	8		8	\$57,228	\$70,106	\$82,985
Water Systems Operator	8		8	\$57,228	\$70,106	\$82,985
Water Utility Line Locator Tech	7		7	\$52,024	\$63,731	\$75,439
Water/Wastewater Service Technician	6		6	\$47,295	\$57,938	\$68,582
Cross Connection & Backflow Prevention Specialist	8		8	\$57,228	\$70,106	\$82,985
Water Quality Specialist	7		7	\$52,024	\$63,731	\$75,439
<u>Public Works - Wastewater Treatment</u>						
Chief Wastewater Supervisor	11		12	\$83,792	\$102,648	\$121,504
Treatment Plant Operator III - Water/Wastewater	10		10	\$69,241	\$84,822	\$100,404
Treatment Plant Operator II - Water/Wastewater	9		9	\$62,950	\$77,116	\$91,282
Treatment Plant Operator I - Water/Wastewater	8		8	\$57,228	\$70,106	\$82,985
Electrician	9		9	\$62,950	\$77,116	\$91,282
<u>Utility Billing</u>						
Utility Billing Manager	12		14	\$101,382	\$124,197	\$147,012
Utility Billing Supervisor	10		10	\$69,241	\$84,822	\$100,404
Utility Billing Assistant	7		7	\$52,024	\$63,731	\$75,439
Customer Service Supervisor -UB	10		10	\$69,241	\$84,822	\$100,404
Customer Service Representative II	5		5	\$42,991	\$52,666	\$62,340
Customer Service Representative I	4		4	\$40,945	\$50,159	\$59,373
Meter Operation Supervisor	8		8	\$57,228	\$70,106	\$82,985
Meter Reader	4		4	\$40,945	\$50,159	\$59,373
Field Service Technician Crew Lead - UB	7		8	\$57,228	\$70,106	\$82,985
Field Service Technician - Utility Billing	6		6	\$47,295	\$57,938	\$68,582

City of Leander, TX
Proposed FY 2026 Pay Plan - High to Low Order

Job Title	--Current--		-- Recommended --			
	Range		Salary Range	Minimum	Midpoint	Maximum
City Manager	CM		CM	-	-	-
Assistant City Manager	EL		EL	-	-	-
Chief Financial Officer	EL		EL	-	-	-
Executive Director of Administrative Services	EL		EL	-	-	-
Executive Director of Development Services	EL		EL	-	-	-
Executive Director of Public Works	EL		EL	-	-	-
Fire Chief	PS		PS	-	-	-
Police Chief	PS		PS	-	-	-
City Engineer	DH		DH	\$141,075	-	-
City Secretary	DH		DH	\$141,075	-	-
Director of Economic Development	DH		DH	\$141,075	-	-
Director of Information Technology	DH		DH	\$141,075	-	-
Director of Parks & Recreation	DH		DH	\$141,075	-	-
Assistant Police Chief	17		17	\$134,941	\$165,308	\$195,675
Deputy Chief Financial Officer	15		16	\$122,674	\$150,280	\$177,886
Deputy Director - Information Security	16		16	\$122,674	\$150,280	\$177,886
Deputy Director - Parks & Recreation	15		16	\$122,674	\$150,280	\$177,886
Deputy Director - Public Works	16		16	\$122,674	\$150,280	\$177,886
General Manager - Golf	15		16	\$122,674	\$150,280	\$177,886
Library Director	15		16	\$122,674	\$150,280	\$177,886
Assistant City Engineer	15		15	\$111,518	\$136,614	\$161,710
Assistant Director - Economic Development	15		15	\$111,518	\$136,614	\$161,710
Assistant Director - Human Resources	15		15	\$111,518	\$136,614	\$161,710
Assistant Director - Streets, PW	15		15	\$111,518	\$136,614	\$161,710
Assistant Director - Utilities, PW	15		15	\$111,518	\$136,614	\$161,710
Building Official	15		15	\$111,518	\$136,614	\$161,710
Accounting Manager	14		14	\$101,382	\$124,197	\$147,012
Assistant to the City Manager/ Innovation Coordinator	14		14	\$101,382	\$124,197	\$147,012
CIP Program Manager	14		14	\$101,382	\$124,197	\$147,012
CIP Project Manager	14		14	\$101,382	\$124,197	\$147,012
Communications Manager	14		14	\$101,382	\$124,197	\$147,012
Facilities Manager	12		14	\$101,382	\$124,197	\$147,012
GIS Manager	14		14	\$101,382	\$124,197	\$147,012
Planning Manager	14		14	\$101,382	\$124,197	\$147,012
Purchasing Manager	14		14	\$101,382	\$124,197	\$147,012
PW Project Manager	14		14	\$101,382	\$124,197	\$147,012
Utility Billing Manager	12		14	\$101,382	\$124,197	\$147,012

City of Leander, TX
Proposed FY 2026 Pay Plan - High to Low Order

Job Title	--Current--		-- Recommended --			
	Range		Salary Range	Minimum	Midpoint	Maximum
Assistant Building Official	13		13	\$92,171	\$112,913	\$133,655
Emergency Management Coordinator	13		13	\$92,171	\$112,913	\$133,655
Program Manager	14		13	\$92,171	\$112,913	\$133,655
Safety & Risk Manager	12		13	\$92,171	\$112,913	\$133,655
Senior Engineer	13		13	\$92,171	\$112,913	\$133,655
Senior HR Business Partner	-		13	\$92,171	\$112,913	\$133,655
W/WW Utilities Superintendent	13		13	\$92,171	\$112,913	\$133,655
Administrative Analyst - Police	12		12	\$83,792	\$102,648	\$121,504
Chief Wastewater Supervisor	11		12	\$83,792	\$102,648	\$121,504
Conservation Program Manager	12		12	\$83,792	\$102,648	\$121,504
Construction Inspection Supervisor - Engineering	12		12	\$83,792	\$102,648	\$121,504
Contract Manager	12		12	\$83,792	\$102,648	\$121,504
Court Administrator	11		12	\$83,792	\$102,648	\$121,504
Emergency Communications Manager	12		12	\$83,792	\$102,648	\$121,504
Engineer, PE	12		12	\$83,792	\$102,648	\$121,504
GIS Administrator	11		12	\$83,792	\$102,648	\$121,504
Golf Course Superintendent	11		12	\$83,792	\$102,648	\$121,504
Head Golf Pro	11		12	\$83,792	\$102,648	\$121,504
Parks and Recreation Manager	11		12	\$83,792	\$102,648	\$121,504
Parks Maintenance & Operations Manager	11		12	\$83,792	\$102,648	\$121,504
Senior Planner	12		12	\$83,792	\$102,648	\$121,504
Stormwater Program Coordinator	12		12	\$83,792	\$102,648	\$121,504
Systems Administrator	12		12	\$83,792	\$102,648	\$121,504
Assistant Emergency Management Coordinator	11		11	\$76,168	\$93,309	\$110,450
Code Enforcement Manager	11		11	\$76,168	\$93,309	\$110,450
Construction Inspector	11		11	\$76,168	\$93,309	\$110,450
Desktop Support Specialist II	11		11	\$76,168	\$93,309	\$110,450
HR Business Partner	14		11	\$76,168	\$93,309	\$110,450
Records Supervisor - Police	11		11	\$76,168	\$93,309	\$110,450
Senior Building Inspector	11		11	\$76,168	\$93,309	\$110,450
Senior Deputy City Secretary	11		11	\$76,168	\$93,309	\$110,450
Shop Foreman - PW	11		11	\$76,168	\$93,309	\$110,450
Street Supervisor	11		11	\$76,168	\$93,309	\$110,450
Victim Services Coordinator	11		11	\$76,168	\$93,309	\$110,450

City of Leander, TX
Proposed FY 2026 Pay Plan - High to Low Order

Job Title	--Current--		-- Recommended --			
	Range		Salary Range	Minimum	Midpoint	Maximum
Accounting Supervisor	10		10	\$69,241	\$84,822	\$100,404
Accreditation Manager - PD	10		10	\$69,241	\$84,822	\$100,404
Animal Services Supervisor	10		10	\$69,241	\$84,822	\$100,404
Assistant Court Administrator	7		10	\$69,241	\$84,822	\$100,404
Assistant Golf Course Superintendent	8		10	\$69,241	\$84,822	\$100,404
Community Engagement Specialist	10		10	\$69,241	\$84,822	\$100,404
Crime Scene & Evidence Supervisor	10		10	\$69,241	\$84,822	\$100,404
Customer Service Supervisor -UB	10		10	\$69,241	\$84,822	\$100,404
Desktop Support Specialist I	10		10	\$69,241	\$84,822	\$100,404
Development Services Supervisor	10		10	\$69,241	\$84,822	\$100,404
E.I.T (Engineering in Training)	10		10	\$69,241	\$84,822	\$100,404
Emergency Communications Supervisor	10		10	\$69,241	\$84,822	\$100,404
Human Resources Generalist	11		10	\$69,241	\$84,822	\$100,404
Logistics Officer - Fire	10		10	\$69,241	\$84,822	\$100,404
Planner	10		10	\$69,241	\$84,822	\$100,404
Planning Analyst	10		10	\$69,241	\$84,822	\$100,404
Police Case Management Coordinator	10		10	\$69,241	\$84,822	\$100,404
Purchasing Specialist	10		10	\$69,241	\$84,822	\$100,404
Recreation Supervisor	10		10	\$69,241	\$84,822	\$100,404
Senior Accountant	10		10	\$69,241	\$84,822	\$100,404
Senior Activity Center Supervisor	10		10	\$69,241	\$84,822	\$100,404
Senior GIS Analyst	10		10	\$69,241	\$84,822	\$100,404
Senior Plan Reviewer	10		10	\$69,241	\$84,822	\$100,404
Treatment Plant Operator III - Water/Wastewater	10		10	\$69,241	\$84,822	\$100,404
Utility Billing Supervisor	10		10	\$69,241	\$84,822	\$100,404
Website Specialist	10		10	\$69,241	\$84,822	\$100,404

City of Leander, TX
Proposed FY 2026 Pay Plan - High to Low Order

Job Title	--Current--		-- Recommended --			
	Range		Salary Range	Minimum	Midpoint	Maximum
Accountant	9		9	\$62,950	\$77,116	\$91,282
Active Adult Program Coordinator	9		9	\$62,950	\$77,116	\$91,282
Administrative Manager - Fire	9		9	\$62,950	\$77,116	\$91,282
Administrative Manager - Parks	9		9	\$62,950	\$77,116	\$91,282
Administrative Manager - PD	9		9	\$62,950	\$77,116	\$91,282
Assistant Planner	9		9	\$62,950	\$77,116	\$91,282
Athletics Program Coordinator	9		9	\$62,950	\$77,116	\$91,282
Backflow & Utilities Specialist - PW	9		9	\$62,950	\$77,116	\$91,282
Building Inspector	9		9	\$62,950	\$77,116	\$91,282
Circulation Supervisor	7		9	\$62,950	\$77,116	\$91,282
Contract & Grant Accountant	9		9	\$62,950	\$77,116	\$91,282
Deputy City Secretary	9		9	\$62,950	\$77,116	\$91,282
Electrician	9		9	\$62,950	\$77,116	\$91,282
Emergency Communications Operator III	9		9	\$62,950	\$77,116	\$91,282
Executive Assistant - Engineering	9		9	\$62,950	\$77,116	\$91,282
Executive Assistant to City Manager	9		9	\$62,950	\$77,116	\$91,282
Foreman - Parks	8		9	\$62,950	\$77,116	\$91,282
Foreman - Signs	9		9	\$62,950	\$77,116	\$91,282
Foreman - Streets	9		9	\$62,950	\$77,116	\$91,282
Foreman - W/WW	9		9	\$62,950	\$77,116	\$91,282
Foreman - Water Operations	9		9	\$62,950	\$77,116	\$91,282
GIS Analyst	9		9	\$62,950	\$77,116	\$91,282
Plan Reviewer	9		9	\$62,950	\$77,116	\$91,282
Police Cadet	9		9	\$62,950	\$77,116	\$91,282
Recreation & Aquatic Coordinator	9		9	\$62,950	\$77,116	\$91,282
Senior Code Enforcement Officer	9		9	\$62,950	\$77,116	\$91,282
Senior Planning Coordinator - Team Lead	9		9	\$62,950	\$77,116	\$91,282
Special Event Coordinator	9		9	\$62,950	\$77,116	\$91,282
Treatment Plant Operator II - Water/Wastewater	9		9	\$62,950	\$77,116	\$91,282

City of Leander, TX
Proposed FY 2026 Pay Plan - High to Low Order

Job Title	--Current--		-- Recommended --			
	Range		Salary Range	Minimum	Midpoint	Maximum
Accounting Specialist II	8		8	\$57,228	\$70,106	\$82,985
Assistant Golf Pro	7		8	\$57,228	\$70,106	\$82,985
Code Enforcement Officer	8		8	\$57,228	\$70,106	\$82,985
Crew Leader - W/WW	8		8	\$57,228	\$70,106	\$82,985
Crew Leader - Signs	8		8	\$57,228	\$70,106	\$82,985
Crew Leader - Streets	8		8	\$57,228	\$70,106	\$82,985
Crew Leader - Utility Line Locator	8		8	\$57,228	\$70,106	\$82,985
Crew Leader - Vac-Truck	8		8	\$57,228	\$70,106	\$82,985
Crew Leader - Valve/Hydrant	8		8	\$57,228	\$70,106	\$82,985
Crime Scene & Evidence Specialist	8		8	\$57,228	\$70,106	\$82,985
Cross Connection & Backflow Prevention Specialist	8		8	\$57,228	\$70,106	\$82,985
Emergency Communications Operator II	8		8	\$57,228	\$70,106	\$82,985
Field Service Technician Crew Lead - UB	7		8	\$57,228	\$70,106	\$82,985
Logistics Coordinator - PD	8		8	\$57,228	\$70,106	\$82,985
Mechanic - Golf Maintenance	8		8	\$57,228	\$70,106	\$82,985
Mechanic - Pump & Motor	8		8	\$57,228	\$70,106	\$82,985
Mechanic II - Public Works	8		8	\$57,228	\$70,106	\$82,985
Meter Operation Supervisor	8		8	\$57,228	\$70,106	\$82,985
Planning Coordinator	8		8	\$57,228	\$70,106	\$82,985
Senior Administrative Assistant	8		8	\$57,228	\$70,106	\$82,985
Treatment Plant Operator I - Water/Wastewater	8		8	\$57,228	\$70,106	\$82,985
Victim Services Advocate	8		8	\$57,228	\$70,106	\$82,985
Water Systems Operator	8		8	\$57,228	\$70,106	\$82,985
Zoning Compliance Officer	8		8	\$57,228	\$70,106	\$82,985

City of Leander, TX
Proposed FY 2026 Pay Plan - High to Low Order

Job Title	--Current--		-- Recommended --			
	Range		Salary Range	Minimum	Midpoint	Maximum
Accounting Specialist I	7		7	\$52,024	\$63,731	\$75,439
Administrative Assistant - Engineering	7		7	\$52,024	\$63,731	\$75,439
Administrative Assistant - Fire	7		7	\$52,024	\$63,731	\$75,439
Administrative Assistant - Golf	7		7	\$52,024	\$63,731	\$75,439
Administrative Assistant - LAC	7		7	\$52,024	\$63,731	\$75,439
Administrative Assistant - Records	7		7	\$52,024	\$63,731	\$75,439
Administrative Assistant/Receptionist - Development S	7		7	\$52,024	\$63,731	\$75,439
Animal Services Officer III	7		7	\$52,024	\$63,731	\$75,439
Children's Librarian	7		7	\$52,024	\$63,731	\$75,439
Crew Leader - Athletic Fields	7		7	\$52,024	\$63,731	\$75,439
Crew Leader - Facility Maintenance	7		7	\$52,024	\$63,731	\$75,439
Crew Leader - Parks	7		7	\$52,024	\$63,731	\$75,439
Development Services Coordinator	7		7	\$52,024	\$63,731	\$75,439
Development Services Technician	7		7	\$52,024	\$63,731	\$75,439
Emergency Communications Operator I	7		7	\$52,024	\$63,731	\$75,439
Equipment Operator II	7		7	\$52,024	\$63,731	\$75,439
Juvenile Case Manager/Court Clerk	6		7	\$52,024	\$63,731	\$75,439
Outreach Coordinator - Fire	7		7	\$52,024	\$63,731	\$75,439
Permit Coordinator	7		7	\$52,024	\$63,731	\$75,439
Public Service Librarian	7		7	\$52,024	\$63,731	\$75,439
Senior Technician - Signs	7		7	\$52,024	\$63,731	\$75,439
Technical Services Librarian	7		7	\$52,024	\$63,731	\$75,439
Tournament & Event Coordinator	7		7	\$52,024	\$63,731	\$75,439
Utility Billing Assistant	7		7	\$52,024	\$63,731	\$75,439
Utility Maintenance II - PW	6		7	\$52,024	\$63,731	\$75,439
Water Quality Specialist	7		7	\$52,024	\$63,731	\$75,439
Water Utility Line Locator Tech	7		7	\$52,024	\$63,731	\$75,439
Youth Librarian	7		7	\$52,024	\$63,731	\$75,439
Animal Services Officer II	6		6	\$47,295	\$57,938	\$68,582
Field Service Technician - Utility Billing	6		6	\$47,295	\$57,938	\$68,582
Greenskeeper II	6		6	\$47,295	\$57,938	\$68,582
Water/Wastewater Service Technician	6		6	\$47,295	\$57,938	\$68,582
Animal Services Officer I	5		5	\$42,991	\$52,666	\$62,340
Customer Service Representative II	5		5	\$42,991	\$52,666	\$62,340
Equipment Operator I	5		5	\$42,991	\$52,666	\$62,340
Equipment Operator I (VAC)	5		5	\$42,991	\$52,666	\$62,340
Guest Services Supervisor - Golf	3		5	\$42,991	\$52,666	\$62,340
Maintenance II - Janitorial	6		5	\$42,991	\$52,666	\$62,340
Maintenance II - Parks	6		5	\$42,991	\$52,666	\$62,340
Mechanic I - Public Works	5		5	\$42,991	\$52,666	\$62,340
Planning Clerk	5		5	\$42,991	\$52,666	\$62,340
Senior Deputy Court Clerk	5		5	\$42,991	\$52,666	\$62,340
Tech I - Signs	5		5	\$42,991	\$52,666	\$62,340
Utility Maintenance I - PW	5		5	\$42,991	\$52,666	\$62,340

City of Leander, TX
Proposed FY 2026 Pay Plan - High to Low Order

Page 7 of 8

Job Title	--Current--		-- Recommended --			
	Range		Salary Range	Minimum	Midpoint	Maximum
Bus Driver	4		4	\$40,945	\$50,159	\$59,373
Customer Service Representative I	4		4	\$40,945	\$50,159	\$59,373
Facility Maintenance I	4		4	\$40,945	\$50,159	\$59,373
Irrigation Technician	4		4	\$40,945	\$50,159	\$59,373
Library Generalist	4		4	\$40,945	\$50,159	\$59,373
Library Technician	4		4	\$40,945	\$50,159	\$59,373
Meter Reader	4		4	\$40,945	\$50,159	\$59,373
Recreation Specialist	4		4	\$40,945	\$50,159	\$59,373
Administrative Technician - Fire	3		3	\$37,218	\$45,594	\$53,969
Deputy Court Clerk	3		3	\$37,218	\$45,594	\$53,969
Engineering Clerk	3		3	\$37,218	\$45,594	\$53,969
Greenskeeper I	3		3	\$37,218	\$45,594	\$53,969
Maintenance I - Janitorial	3		3	\$37,218	\$45,594	\$53,969
Maintenance I - Parks	3		3	\$37,218	\$45,594	\$53,969
Golf Shop Attendant	2		2	\$33,839	\$41,454	\$49,070
Intern - Development Services	2		2	\$33,839	\$41,454	\$49,070
Intern - Engineering	2		2	\$33,839	\$41,454	\$49,070
Athletic Attendant	1		1	\$30,766	\$37,690	\$44,613
Guest Services Attendant	1		1	\$30,766	\$37,690	\$44,613

City of Leander, TX
Proposed FY 2026 Pay Plan - High to Low Order

Job Title	--Current--	-- Recommended --			
	Range	Salary Range	Minimum	Midpoint	Maximum

Public Safety

Assistant Fire Chief
Division Chief
Battalion Chief
Fire Captain
Fire Lieutenant
Driver/Pump Operator
Firefighter

F7
F6
F5
F4
F3
F2
F1

Public Safety Pay Plan

Fire Inspector III
Fire Inspector II
Fire Inspector I
Plans Examiner- Fire

F4
F3
F2
F2

Public Safety Pay Plan

Police Lieutenant
Police Sergeant
Police Corporal
Police Officer

P4
P3
P2
P1

Public Safety Pay Plan

--CURRENT--
City of Leander Salary Schedule

Range	Minimum	Midpoint	Maximum
1	\$28,995	\$37,690	\$46,384
2	\$31,886	\$41,454	\$51,022
3	\$35,069	\$45,594	\$56,118
4	\$38,584	\$50,159	\$61,734
5	\$40,518	\$52,666	\$64,813
6	\$44,574	\$57,938	\$71,302
7	\$49,026	\$63,731	\$78,437
8	\$53,934	\$70,106	\$86,278
9	\$59,322	\$77,116	\$94,910
10	\$65,250	\$84,822	\$104,395
11	\$71,781	\$93,309	\$114,837
12	\$78,957	\$102,648	\$126,339
13	\$86,861	\$112,913	\$138,965
13.5	\$95,534	\$124,197	\$152,859
14	\$105,082	\$136,614	\$168,147
15	\$115,606	\$150,280	\$184,954
16	\$127,150	\$165,308	\$203,466

% Increase
Variable

% Width
60%

--PROPOSED--
City of Leander Salary Schedule

Range	Minimum	Midpoint	Maximum
1	\$30,766	\$37,690	\$44,613
2	\$33,839	\$41,454	\$49,070
3	\$37,218	\$45,594	\$53,969
4	\$40,945	\$50,159	\$59,373
5	\$42,991	\$52,666	\$62,340
6	\$47,295	\$57,938	\$68,582
7	\$52,024	\$63,731	\$75,439
8	\$57,228	\$70,106	\$82,985
9	\$62,950	\$77,116	\$91,282
10	\$69,241	\$84,822	\$100,404
11	\$76,168	\$93,309	\$110,450
12	\$83,792	\$102,648	\$121,504
13	\$92,171	\$112,913	\$133,655
14	\$101,382	\$124,197	\$147,012
15	\$111,518	\$136,614	\$161,710
16	\$122,674	\$150,280	\$177,886
17	\$134,941	\$165,308	\$195,675

% Increase
Variable

% Width
45%

City of Leander, TX
Proposed FY 2026 Police Department Step Plan

Current

<u>Job Title</u>	<u>Grade</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>	<u>Step 13</u>	<u>Step 14</u>	<u>Step 15</u>
Police Officer	P1	\$71,843	\$73,528	\$75,005	\$76,669	\$78,166	\$79,685	\$81,224	\$82,826	\$84,448	\$86,091	\$87,776	\$89,523	\$91,270	\$93,038	\$94,869
Police Corporal	P2			\$78,749	\$80,496	\$82,077	\$83,678	\$85,301	\$86,986	\$88,670	\$90,397	\$92,186	\$93,995	\$95,805	\$97,718	\$99,611
Police Sergeant	P3					\$85,259	\$91,291	\$93,059	\$94,890	\$96,741	\$98,634	\$100,568	\$102,544	\$104,541	\$106,558	\$108,680
Police Lieutenant	P4							\$101,287	\$108,100	\$110,209	\$112,346	\$114,539	\$116,789	\$119,095	\$121,401	\$123,763

Proposed

<u>Job Title</u>	<u>Grade</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>	<u>Step 13</u>	<u>Step 14</u>	<u>Step 15</u>
Police Officer	P1	\$73,876	\$75,723	\$77,616	\$79,556	\$81,545	\$83,584	\$85,673	\$87,815	\$90,011	\$92,261	\$94,567	\$96,932	\$99,355	\$101,839	\$104,385
Police Corporal	P2			\$85,378	\$87,512	\$89,700	\$91,942	\$94,241	\$96,597	\$99,012	\$101,487	\$104,024	\$106,625	\$109,290	\$112,023	\$114,823
Police Sergeant	P3					\$98,670	\$101,137	\$103,665	\$106,257	\$108,913	\$111,636	\$114,427	\$117,287	\$120,220	\$123,225	\$126,306
Police Lieutenant	P4							\$114,031	\$116,882	\$119,804	\$122,799	\$125,869	\$129,016	\$132,241	\$135,548	\$138,936

City of Leander, TX
Proposed FY 2026 Fire Department Step Plan

Current

<u>Job Title</u>	<u>Grade</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>	<u>Step 13</u>	<u>Step 14</u>	<u>Step 15</u>	<u>Step 16</u>
Firefighter	F1	\$59,143	\$62,695	\$64,268	\$65,869	\$67,529	\$69,218	\$70,936	\$72,713	\$74,518	\$76,382	\$78,304	\$80,255	\$82,264	\$84,332	\$86,428	\$88,583
Driver/Pump Operator	F2		\$68,956	\$70,703	\$72,451	\$74,285	\$76,149	\$78,042	\$79,993	\$81,973	\$84,011	\$86,137	\$88,292	\$90,505	\$92,776	\$95,077	\$97,435
Fire Lieutenant	F3				\$79,701	\$81,711	\$83,778	\$85,846	\$88,001	\$90,185	\$92,427	\$94,756	\$97,115	\$99,561	\$102,066	\$104,599	\$107,191
Fire Captain	F4						\$92,165	\$94,436	\$96,795	\$99,212	\$101,658	\$104,220	\$106,841	\$109,520	\$112,287	\$115,053	\$117,907
Battalion Chief	F5								\$106,463	\$109,142	\$111,821	\$114,645	\$117,528	\$120,469	\$123,527	\$126,556	\$129,700
Division Chief	F6									\$120,058	\$123,011	\$126,110	\$129,272	\$132,517	\$135,886	\$139,194	\$142,688
Assistant Fire Chief	F7									\$132,059	\$135,304	\$138,715	\$142,210	\$145,766	\$149,469	\$153,109	\$156,957

Proposed

		<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>	<u>Step 13</u>	<u>Step 14</u>	<u>Step 15</u>
Firefighter	F1	\$70,695	\$72,456	\$74,282	\$76,140	\$78,030	\$79,984	\$81,970	\$84,020	\$86,134	\$88,280	\$90,490	\$92,765	\$95,071	\$97,441	\$99,877
Driver/Pump Operator	F2		\$83,325	\$85,425	\$87,561	\$89,734	\$91,981	\$94,265	\$96,623	\$99,054	\$101,522	\$104,064	\$106,679	\$109,332	\$112,058	\$114,859
Fire Lieutenant	F3		\$91,657	\$93,967	\$96,317	\$98,708	\$101,180	\$103,692	\$106,285	\$108,960	\$111,674	\$114,470	\$117,347	\$120,265	\$123,263	\$126,345
Fire Captain	F4				\$105,949	\$108,579	\$111,298	\$114,061	\$116,914	\$119,856	\$122,842	\$125,917	\$129,082	\$132,291	\$135,590	\$138,979
Battalion Chief	F5						\$122,427	\$125,467	\$128,605	\$131,841	\$135,126	\$138,509	\$141,990	\$145,520	\$149,149	\$152,877
Division Chief	F6							\$131,741	\$135,035	\$138,433	\$141,882	\$145,435	\$149,090	\$152,796	\$156,606	\$160,521
Assistant Fire Chief	F7							\$144,915	\$148,539	\$152,276	\$156,071	\$159,978	\$163,999	\$168,076	\$172,267	\$176,573



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Discuss and consider action on service and access agreements with CSC Holdings, LLC and/or its wholly-owned subsidiary Cequel Communications, LLC (dba “Optimum” or “Optimum Business”) in the amount of \$16,250.00 non-recurring installation charge and \$350.00 monthly recurring service charges to obtain a fiber optic connection for the city’s proposed Public, Education, and Government (PEG) access channel; and authorize the City Manager to execute all necessary documents and renewals.

BACKGROUND:

The City of Leander has worked for several years towards the goal of starting a Public, Education, and Government (PEG) cable TV channel to better communicate with Leander citizens. Audio/Visual and broadcast equipment has been purchased and installed to make this a reality, and the next step is to put in place a dedicated network connection between the City of Leander’s broadcast equipment and the local cable provider. This agenda item will bring a fiber optic network connection between Optimum, a local cable television provider in the City of Leander, and a city facility so that content can be transmitted directly to Optimum’s operations center for broadcast over the City’s proposed PEG channel.

The PEG Fund is a restricted account used to account for a one percent cable franchise fee, which is dedicated to capital assets associated to the operation of a public, educational and governmental television channel. These funds are paid by cable operators to the city and may only be used for facilities and equipment for PEG channel capacity.

Once the fiber optic connection is in place between the City of Leander’s broadcast equipment and the cable headend at Optimum, the City of Leander IT department will work with our broadcast equipment vendor to start transmitting video to Optimum and verify everything is working correctly. The Communications Office will then receive training from the city’s broadcast equipment vendor in how to upload content for broadcast. Scheduled meetings such as council and planning and zoning meetings will automatically be broadcast without additional steps needed from the City.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval.

PRESENTER:

Stuart Smith, Assistant Director of IT/Information Security Officer

Fiscal Impact

Attachments:



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Discuss and consider action on acceptance of the Capital Improvements Plan (CIP) Evaluation Matrix.

BACKGROUND:

Section 10.09. Capital Improvements Program of the City of Leander City Charter requires that the City Council adopt a Capital Improvements Plan (CIP). Construction of capital projects are required to conform with the CIP. The CIP may be amended at any time and must be reviewed and considered for amendment by the City Council not less often than every two (2) years.

The CIP is a multi-year plan that helps to ensure the achievement of City Council goals and objectives. It provides for the development, modernization, or replacement of physical infrastructure. To be included in the CIP, projects must meet the following criteria:

- Be a minimum of \$200,000 in estimated costs,
- Be nonrecurring,
- Provide a minimum benefit of five (5) years, and
- Be an addition to the City's capital assets.

Capital improvements include, but are not limited to, roads, utilities, technology, municipal facilities, and economic development.

A Project Evaluation Matrix has been developed by the City Council Subcommittee and City Staff to rank eligible capital projects. Qualifying projects are evaluated based on six (6) specific evaluation categories with a score being assigned that measures the degree to which each of the categories is achieved. The individual categories are weighted based on City Council priorities and are given a score (1-10). The Project Categories are as follows:

- Operational Capacity (3 multiplier) - Growth pressures throughout the community result in increased demands for services, managed growth, and economic development. This applies to expanding the capacity of existing infrastructure as well as building new infrastructure.
- Economic Development (2 multiplier) - Increasing the marketability and/or development potential of one or more properties. The project may also support one or more community economic development goals and objectives referenced in the Comprehensive Plan, an Economic Development Strategic Plan, or any other relevant City Council-adopted plan or policy.
- Public Safety (1.5 multiplier) - Direct or indirect improvements to public safety, either by reducing known/existing safety hazards, or mitigating a potential hazard that may negatively impact the general public if not addressed. Public safety typically includes police service, fire service, transportation, water supply, sanitary sewer, fire flow, and flood control.

- Quality of Life/Image (1.5 multiplier) - Improvements to Leander's quality of life by providing recreational opportunities, promoting local heritage, preserving historic resources, enhancing community aesthetics, or conserving natural resources. Typically, this would include projects such as public parks, recreation centers, athletic fields, community gateways, and hike and bike trails.
- Balanced Community (1 multiplier) - Facilitate fiscally balanced development and provide equitable service levels throughout the City. These projects would include replacement and upgrades to existing infrastructure to sustain existing development, creating capacity for targeted areas to facilitate desired development, constructing municipal facilities to provide consistent levels of community service, and expanding potable water supply.
- Environmental Management (1 multiplier) - Fulfill the City's obligations and responsibilities to mitigate impacts to the natural environment, create a functional interface between the built and natural environment, conserve unique natural features, and preserve areas of historical and cultural significance.

See Sample Matrix Below:

Category	Category Score (1-10)	Category Weight (Multiplier)	Weighted Score (Score x Weight)	Total Score
Operational Capacity	10	3	30	100
Economic Development	10	2	20	
Public Safety	10	1.5	15	
Quality of Life/Image	10	1.5	15	
Balanced Community	10	1	10	
Environmental Management	10	1	10	

The scores are then tallied, and a total score calculated that serves as the basis for project ranking. The higher the score, the higher the priority. Based upon the project ranking scores, available funding, and legacy costs post construction, the projects are organized into yearly project groups for the CIP planning horizon.

Using this project evaluation matrix, a draft list of ranked projects including transportation, parks, water, wastewater, facilities and golf projects, totaling more than \$700 million in anticipated cost over the next 10 to 15 years, is attached. Once this list is finalized, these projects will be matched with available and anticipated funding and included in a 5-Year Capital Improvement Program that will be presented along with a recommendation from the Planning and Zoning Commission to the City Council for adoption.

HISTORY/TIMELINE:

- 09/05/2024 - Council Member Place 3 David McDonald and Council Member Place 4 Na'Cole Thompson selected to serve on the CIP Subcommittee with City Management and Staff.
- 02/13/2025 - Kickoff meeting with CIP Subcommittee
- 03/14/2025 - Meeting with CIP Subcommittee to finalize decision matrix

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval.

PRESENTER:

Edwin Revell, Assistant City Manager

Fiscal Impact

Attachments:

1. CIP Ranking System Summary
2. CIP - Evaluation Matrix Master

City of Leander
Capital Improvements Plan (CIP)
Ranking System Summary

A. Definition

Section 10.09. Capital Improvements Program. of the City of Leander City Charter requires that the City Council adopt a Capital Improvements Plan (CIP). Construction of capital projects is required to conform with the CIP. The CIP may be amended at any time and must be reviewed and considered for amendment by the City Council not less often than every two (2) years.

The CIP is a multi-year plan that helps to ensure achievement of City Council goals and objectives. It provides for the development, modernization, or replacement of physical infrastructure. To be included in the CIP, projects must meet the following criteria:

- Be a minimum of \$200,000 in estimated costs,
- Be nonrecurring,
- Provide a minimum benefit of five (5) years, and
- Be an addition to the City's capital assets.

Capital improvements include, but are not limited to, roads, utilities, technology, and municipal facilities.

B. Goal

The CIP will have a minimum planning horizon of five (5) years and provides the basis to identify, evaluate, schedule, and fund infrastructure improvement needs of the community. Included in the CIP will be:

- Summaries of each of the capital projects,
- Estimated costs for each of the capital projects,
- Schedules for the improvements associated with each of the capital projects,
- Sources of fundings for each of the capital projects, and
- Recurring, annualized expenses anticipate for each of the capital projects upon completion.

CIP projects will be prioritized and scheduled into a yearly plan based on the Project Evaluation Matrix included herein. Because Leander is a vibrant and quickly evolving community, this CIP is intended to be reviewed annually to reaffirm, revise, or reprioritize capital improvement projects.

C. Prioritization

A Project Evaluation Matrix has been developed to rank eligible capital projects. Each proposed project must first be classified as a CIP project pursuant to *Section A. Definition*. Qualifying projects will be then evaluated based on six (6) specific evaluation categories with

a score being assigned that measures the degree to which each of categories is achieved. The scores are then tallied and a Total Score calculated that serves as the basis for project ranking. The higher the score, the higher the priority. Based upon the project ranking scores, available funding, and legacy costs post construction, the projects are organized into yearly project groups for the CIP planning horizon.

D. Project Types

After the overall CIP score is assigned, each project will be realigned based on the project type and project funding source. These types of projects would include water, wastewater, transportation, parks and recreation, golf, drainage, economic development, and municipal facilities.

E. Project Readiness

Project readiness is the degree to which a given project will be ready to commence pursuant to the applicable CIP including considerations for available funding and project scheduling. This specifically refers to the level of completeness for all the ancillary and necessary supporting components like land acquisition, easement dedication, off-site infrastructure, and design documents. Each project in the CIP will include a component to indicate its project readiness to be considered in the scoring scale for all project evaluation categories.

F. Project Funding

On an annual basis, funds for CIP projects will be limited based on the City's bonding capacities and other financial resources. A level of funding for the different project types will eventually be developed to determine the annual scope of the CIP. Projects identified in the CIP will be funded by differing sources from various funds. General Obligation Bonds (GO), Certificates of Obligation (CO), Revenue Bonds, Direct Funding (Pay-Go), Cooperative Efforts, Impact Fees, and Grants are a few of the different sources of funding the CIP projects. The projects will be evaluated for the source(s) of funding identified.

G. Project Scheduling

Project schedules will be developed based on the availability of funding and project ranking. The schedules will determine where the project fits in the multi-year plan. Qualified projects for which funding has not been identified within the multi-year plan will be listed as "Future Funded" to ensure that they are reevaluated annually and are officially identified projects for the purpose of grant funding opportunities and to comply with other State legislative requirements.

H. CIP Document

A final CIP document will be produced that reflects the formally adopted CIP. This document will be updated and reproduced as the CIP is revised.

Project Evaluation Categories

1. Operational Capacity

Description:

Due to growth pressures throughout the community, capital improvements projects are needed to address a variety of objectives like increased demands for services, managed growth, and economic development. This applies to expanding the capacity of existing infrastructure as well as building new infrastructure.

Considerations:

The score could be based on answers to the following example question(s):

- a. If an existing facility, to what degree is demand exceeding capacity?
- b. Are there other means by which services might be provided?
- c. Will the project provide equitable service delivery within the community?
- d. Is the project consistent with appropriate Master Plans or Long-Range Plans?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
No Capacity Added				Neutral Capacity Impact					Significant Added Capacity

2. Economic Development

Description:

Increasing the marketability and/or development potential of one or more properties. The project may also support one or more community economic development goals and objectives referenced in the Comprehensive Plan, an Economic Development Strategic Plan, or any other relevant City Council adopted plan or policy.

Considerations:

The score could be based on answers to the following example question(s):

- a. Does the project have the potential to promote economic development in an undeveloped or underdeveloped area of the City?
- b. Does the project implement plans or policy documents adopted or endorsed by the City Council?
- c. Will the project promote or elevate the economic activity within the Town Center or other pre-existing part of the community?
- d. Will the project benefits improve or enhance public safety services that help to protect property and investments?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
No Benefit				Moderate Benefit					Significant Benefit

3. Public Safety

Description:

Direct or indirect improvements to public safety, either by reducing known/existing safety hazards, or mitigating a potential hazard that may negatively impact the general public if not addressed. Public safety typically includes police service, fire service, transportation, water supply, sanitary sewer, fire flow, and flood control.

Considerations:

The score could be based on answers to the following example question(s):

- e. Does the project directly impact public safety for the community?
- f. Does the project enhance City-side safety levels?
- g. Does the project proactively mitigate a hazardous community?
- h. Will the project promote community resiliency in the event of an incident?
- i. What is the degree of seriousness of the public safety issue(s) being addressed?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
No Impact				Moderate Impact					Significant Impact

4. Quality of Life/Image

Description:

Improvements to Leander's quality of life by providing recreational opportunities, promoting local heritage, preserving historic resources, enhancing community aesthetics, or conserving natural resources. Typically, this would include projects such as public parks, recreation centers, athletic fields, community gateways, and hike and bike trails.

Considerations:

The score could be based on answers to the following example question(s):

- j. Does the project enhance the living experience for community residents?
- k. Will the project attract new residents and businesses to the City?
- l. Does the project improve the appearance and image of the City?
- m. Does the project contribute to a sense place or cultivate a sense of community?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
No Affect				Moderate Affect					Significant Affect

5. Balanced Community

Description:

Capital projects that provide adequate infrastructure capacity and reliable water supplies to facilitate fiscally balanced development and provide equitable service levels throughout the City. These projects would include replacement and upgrades to existing infrastructure to sustain existing development, creating capacity for targeted areas to facilitate desired development, constructing municipal facilities to provide consistent levels of service community, and expanding potable water supply.

Considerations:

The score could be based on answers to the following example question(s):

- n. Degree to which the project creates potential to promote desired development in a targeted area?
- o. Does the project sustain economic viability within an existing, developed area?
- p. Is there a service inequity that is addressed?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
Low Level of Need				Project Divided by Levels of Need Provided					High Level of Need

6. Environmental Management

Description:

Projects that are expected to fulfill the City's obligations and responsibilities to mitigate impacts to the natural environment, create a functional interface between the built and natural environment, conserve unique natural features, and preserve areas of historical and cultural significance.

Typical projects in this category would include items like flood control, natural corridor preservation, nature trail construction, roadway intersection enhancements, and multi-modal transportation systems.

Considerations:

The score could be based on answers to the following example question(s):

- q. Does the project address regulatory requirements?
- r. Does the project increase roadway efficiency and reduce traffic congestion?
- s. Degree to which natural amenities and features are cultivated as public amenities that enhance livability and quality of life?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
No Impact				Moderate Impact					Significant Impact

Rank	Score	Project #	Category	Source	Name	EST. Cost	Funding
1	100	T-151	Transportation	US 183 Corridor Study	US 183 & RM 2243/South Street Add ped heads to all existing ped poles Add sidewalks and ramps for all approaches	\$ 60,000.00	
2	99	T.17-T.53	Transportation	Traffic Masterplan	Improvements for South Street and West Drive Intersection/West Drive - Improvements from South St. to Horseshoe Dr	\$ 10,835,022.00	
3	99	T.138	Transportation	Old Town Masterplan	Old Town - Sidewalk Infrastructure & Pedestrian Street Lights	\$ 2,200,000.00	
4	98	T.56	Transportation	Traffic Masterplan	South St (RM 2243) - Widen - Center Turn Lane - 183 to Eastern ETJ	\$ 29,670,000.00	
5	98	T.121	Transportation	Traffic Masterplan/County Project	CR 175 - Widen to 4 Lanes from 2243 to Parkside	\$ 26,796,000.00	Leander contribution estimated at \$10M
6	98	T.63	Transportation	Traffic Masterplan/County Project	Crystal Falls Parkway East Extension to County Road 175	\$ 45,839.00	
7	97	T.90	Transportation	Ronald Reagan Blvd Corridor Study	Ronald Reagan to Kauffman Lp - NB Right Turn slip lane	\$ 1,040,494.00	
8	97	WW.30	Wastewater	Fire Flow / Operations/ Permit need	CIP WW.30 City of Leander RM 2243 WWTP Expansion	\$ 82,864,294.50	
9	96	T.136	Transportation	Operational	San Gabriel Widen from 2 to 4-lanes from US 183A to CR 270	\$ 13,640,000.00	
10	96	T.70	Transportation	Operational	Raider Way (Crystal Falls Pkwy - Southern Terminus) & Yaupon Grove Lane	\$ 5,360,000.00	
11	95.5	T.46	Transportation	FY 2022 CIP Book	San Gabriel Pkwy Ph 3: CR 270 to Palmera Ridge Subdivision - CO	\$ 11,000,000.00	
12	95	N/A	Golf	Operational	new golf course club clubhouse and cart barn facility	\$ 5,000,000.00	Master Plan Only
13	94	T.130	Transportation	2024 Hero Way at Main Street Traffic Signal Warr	Hero Way & Main Intersection Improvements (Turn Lanes, Signal, & Ped updates)	\$ 1,210,000.00	
14	94	T.78-T.137	Transportation	Traffic Masterplan	San Gabriel Widen from 4 to 6-lanes from US 183A to US 183	\$ 5,260,000.00	
15	93.5	T.41	Transportation	County Project	Hero Way (Williamson County Project) - #11 Reagan's Overlook	\$ 13,900,000.00	
16	93.5	T.68	Transportation	City of Leander Self-Evaluation and American Dis	City of Leander Self-Evaluation and American Disabilities Act (ADA) Transition Plan	\$ 1,100,000.00	
17	93	T.52	Transportation	Traffic Masterplan	Heritage Grove Improvements	\$ 4,408,000.00	
18	93	T.151	Transportation	US 183 Corridor Study	US 183 & San Gabriel Parkway Add sidewalks and ramps for all approaches, Stripe crosswalks, Add ped signals and ped phases	\$ 60,000.00	
19	92.5	T.41A	Transportation	Excluded from County Project	Hero Way south Service Road from 183A to Ronald Reagan Blvd.	\$ 25,000,000.00	
20	92	T.42-T.59-T.80-T.81	Transportation	Traffic Masterplan	San Gabriel Widen from 2 to 4-lanes from US 183 to Bagdad	\$ 21,740,000.00	
21	91.5	T.151	Transportation	Operational	Bagdad Rd & San Gabriel Pkwy Add ADA ramps on NW corner	\$ 10,000.00	
22	91	N/A	Facility	Operational	Fire Administration/Fire Station 3/EOC Generator Replacement	\$ 238,219.00	
23	91	T.107-T.108	Transportation	Traffic Masterplan	CR 270 Improvements Phase 1 (Hero Way to North City Limit) - 6255 Lft	\$ 31,204,000.00	
24	90	N/A	Facility	Operational	Portable office build for the Water and Wastewater	\$ 450,000.00	
25	90	T.76	Transportation	Ronald Reagan Blvd Corridor Study	Ronald W. Reagan Blvd and Journey Pkwy - southbound dual left and southbound right slip lane	\$ 3,810,215.00	
26	90	T.147	Transportation	US 183 Corridor Study	US 183 & Sonny Drive Add sidewalks and ramps for NB/EB approaches, Extend sidewalks for SB/WB approaches; Add/restripe crosswalks, Add ped heads to the NB/EB	\$ 4,540,000.00	
27	90	N/A	Wastewater	Regional	BCRWWS - Rehabilitation	\$ 1,820,440.00	
28	90	N/A	Wastewater	Regional	BCRWWS - 60" Regional Interceptor Rehab	\$ 890,475.00	
29	90	WW.37/38	Wastewater	Masterplan	North Brushy Creek Interceptor (WW.20.02)	\$ 7,009,000.00	
30	89.5	N/A	Golf	Operational	new golf course maintenance facility	\$ 8,000,000.00	
31	89	T.122	Transportation	Traffic Master Plan	Leander Dr - Widen - Hazelwood to CFPWY	\$ 6,728,000.00	
32	89	T.139	Transportation	Old Town Masterplan	Old Town - N. West Drive Reconstruction	\$ 4,000,000.00	
33	89	W.43	Water	Operations	Los Vista & Bonita Verde Service Abandonment and Relocations	\$ 2,535,000.00	
34	88.5	W.89	Water	Regional County Project	W.89 - Hero Way East Water Line	\$ 5,000,000.00	
35	88.5	W.55	Water	Water Masterplan / Design	Hero Way West Elevated Storage Tank (EST) and Water Line	\$ 31,490,000.00	
36	88	T.134	Transportation	Fire Department	Emergency Vehicle Preemption (EVP) for all Signals	\$ 500,000.00	
37	88	WW.56	Wastewater	Masterplan	CIP WW.56 Block House Interceptor (WW.00.01)	\$ 17,670,000.00	
38	88	N/A	Wastewater	Masterplan	North Fork Brushy Creek WW Interceptor Improvements Ph. 1 (WW.10.09)	\$ 4,351,000.00	
39	88	N/A	Wastewater	Masterplan	North Brushy Creek WW Interceptor Improvements (WW.10.10)	\$ 4,113,000.00	
40	88	N/A	Wastewater	Masterplan	North Bagdad Rd. Lift Station Ph. 1 (WW.10.11)	\$ 4,634,000.00	
41	87.5	N/A	Wastewater	Masterplan	San Gabriel East Regional Lift Station (WW.10.12)	\$ 4,300,000.00	
42	87.5	WW.58	Wastewater	Masterplan	Horizon Lake Interceptor (WW.05.01)	\$ 6,674,000.00	
43	87.5	W.18	Water	Water Masterplan / Design	W.18 - Water Line along RM2243	\$ 7,288,724.00	
44	87	T.88	Transportation	Ronald Reagan Corridor Study	Ronald Reagan and Grand Lake Parkway - continuous green and deceleration	\$ 2,747,466.00	
45	87	P.17/P.18	Parks	Parks Master Plan	South San Gabriel River Trail and Park	\$ 65,000,000.00	
46	87	P.14	Parks	Parks Master Plan	Recreation Center	\$ 16,200,000.00	
47	86.5	N/A	Parks	Operational	New Parks Maintenance Shop	\$ 1,200,000.00	
48	86.5	T.22-T.110	Transportation	Traffic Masterplan	CR 280 Widen from Collector Bagdad to Western Terminus	\$ 20,760,000.00	
49	85.5	WW.41	Wastewater	Masterplan / In-Design	CIP WW.41 Benbrook Interceptor (WW.10.01 (WW.41))	\$ 6,832,000.00	
50	85.5	WW.25	Wastewater	Masterplan	South Brushy Creek Interceptor (WW.10.03)	\$ 4,163,000.00	
51	85	T.73	Transportation	Traffic Masterplan	Bagdad Road Improvements - San Gabriel Road to County Road 281	\$ 11,400,000.00	
52	85	N/A	Wastewater	Masterplan	Linda Hall WW Improvements (WW.10.08)	\$ 10,483,000.00	
53	84.5	WW.57	Wastewater	Masterplan	CIP WW.57 Mason Creek Interceptor (WW.00.02)	\$ 10,291,000.00	
54	84	W.92	Water	Fire Flow / Operations	FIRE FLOW #4 - SOUTHWEST DRIVE FIRE FLOW IMPROVEMENTS	\$ 3,098,433.00	
55	84	T.45-T.84	Transportation	Ronald Reagan Corridor Study	Ronald Reagan and Sarita Drive - Continuous Green Intersection	\$ 1,932,755.00	
56	83.5	N/A	Wastewater	Masterplan	RM 2243 to Hero Way WW Improvements - West Segment (WW.20.04)	\$ 6,544,000.00	
57	83.5	W.98	Water	Regional Partnership	W.98 - BCRUA 2A	\$ 72,480,000.00	
58	83	W.94	Water	Fire Flow / Operations	FIRE FLOW #3 - COUNTY GLEN FIRE FLOW IMPROVEMENTS	\$ 7,332,314.00	
59	82	W.91	Water	Fire Flow / Operations	FIRE FLOW #2 - OAKWOOD FIRE FLOW IMPROVEMENTS	\$ 2,101,546.00	
60	81	N/A	Library	Operational	New or Renovated Library Building	\$ 2,000,000.00	
61	81	T.41	Transportation	County Project	Hero Way Utility Relocation (County Improvements)	\$ 5,000,000.00	
62	80	W.46	Water	Water Masterplan / Design	W.46 - Ronald Reagan Pumps Station and Ground Storage Tanks	\$ 24,285,600.00	
63	79	N/A	Wastewater	Masterplan	CR 175 and RM 2243 WW Improvements (WW.20.22)	\$ 7,625,000.00	
64	78	N/A	Parks	Operational	Lakewood Park Maintenance Staff Shop/Break Room	\$ 250,000.00	
65	77.5	WW.60	Wastewater	Masterplan	CIP WW.60 RM 2243 to Hero Way WW Improvements - East Segment Ph. 1 (WW.05.03 & WW.20.21)	\$ 15,397,000.00	

Rank	Score	Project #	Category	Source	Name	EST. Cost	Funding
66	77.5	W.104/105	Water	Fire Flow	FIRE FLOW #7 - CR 177 and FIRE FLOW #6 - CR 264 FIRE FLOW IMPROVEMENTS	\$ 3,852,835.00	
67	77	N/A	Wastewater	Masterplan	San Gabriel Pkwy. WW Interceptor Ph. 1 (WW.20.07)	\$ 9,341,000.00	
68	75.5	N/A	Wastewater	Masterplan	US 183-A WW Improvements Ph. 1 (WW.10.06)	\$ 5,937,000.00	
69	75.5	W.87	Water	Water CIP Update	BAGDAD (PHASE 1) 8" PVC PIPE, 24" DI PIPE	\$ 7,109,074.00	
70	75.5	W.88	Water	Water CIP Update	BAGDAD (PHASE 1) 8" PVC PIPE, 24" DI PIPE	\$ 5,731,137.00	
71	74.5	N/A	Wastewater	Masterplan	South Ronald Reagan Blvd. WW Improvements (WW.10.04)	\$ 779,000.00	
72	74.5	N/A	Wastewater	Masterplan	Journey Pkwy and Ronald Reagan Blvd WW Improvements (WW.10.5)	\$ 3,733,000.00	
73	74	N/A	Wastewater	Masterplan	San Gabriel Pkwy. WW Interceptor Ph. 2 (WW.20.08)	\$ 2,932,000.00	
74	72.5	W.103	Water	Fire Flow	FIRE FLOW #1 - MONARCH and FIRE FLOW #5 - AMANDAS WAY FIRE FLOW IMPROVEMENTS	\$ 4,265,280.00	
75	72.5	W.106	Water	Fire Flow	FIRE FLOW #8 - TRAVISSO FIRE FLOW IMPROVEMENTS	\$ 804,439.00	
76	72	N/A	Parks	Operational	Lakewood Park-Secondary Park Entrance and Parking Lots	\$ 1,200,000.00	
77	72	N/A	Water	Water CIP Update	CR 175 PHASE 1- 8" PVC AND 16" DI & PRV	\$ 4,509,087.00	
78	70.5	W.93	Water	Operational	Mason Creek Water Line Improvements (10,000 LF)	\$ 4,225,000.00	
79	67	W.97	Water	Operational	Brushy Street / Hwy 183 Alley - Water Line Replacement (700 LF)	\$ 409,500.00	
80	64.5	N/A	Wastewater	Masterplan	US 183-A WW Improvements Ph. 2 (WW.10.07)	\$ 3,792,000.00	
81	64.5	N/A	Water	Water CIP Update	183A NORTH EXTENSION	\$ 5,731,137.00	
82	56	N/A	Wastewater	Masterplan	San Gabriel West Regional Lift Station Ph. 1 & Lift Station #15, #26, and #36 Decommission (WW10.15)	\$ 5,642,000.00	
83	55	W.90	Water	Water CIP Update	Multiple Pressure Reducing Valves (PRVs)	\$ 479,201.00	
84	54	W.95/96	Water	Operational	Water Plane Connections (1127-1255)	\$ 300,000.00	
85	47.5	N/A	Parks	Operational	Robin Bledsoe Park Splash Pad and Basketball Renovations	\$ 800,000.00	
86	37.5	N/A	Facility	Operational	Library HVAC Replacement	\$ 120,000.00	
87	34.5	N/A	Facility	Operational	Library Roof Replacement	\$ 400,000.00	
88	33	N/A	Parks	Operational	Senior Center Phase 2	\$ 1,500,000.00	
89	0	N/A	Wastewater	Regional	BCRWWS Master Plan 2030 Capital Improvements Plan	\$ -	
90	0	W.59	Water	Water CIP Update	GREATWOOD SOUTH 16" DI PIPE	\$ 1,587,708.00	
91	0	W.107	Water	Water CIP Update	LEANDER ESTATES 16" DI PIPE	\$ 2,540,330.00	
92	0	W.108	Water	Water CIP Update	FLYING K RANCH (PHASE 1)16" DI PIPE, 24" DI PIPE, PRV	\$ 3,396,731.00	
93	0	W.109	Water	Water CIP Update	SH 29 WATER LINE 12" PVC & 18" DI PIPE	\$ 3,618,045.00	
94	0	N/A	Water	Water CIP Update	HERO WAY EAST 12" PVC PIPE	\$ 2,424,861.00	



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Discuss and consider action on a waiver to the residential phasing plan requirements for Subdivision Case CP-25-0045 Oak Grove Concept Plan on one (1) parcel of land 20.536 acres ± in size; more particularly described by Williamson Central Appraisal District Parcel R392186; and generally located east of CR 175, approximately 250 feet north of Carthage Street, Leander, Williamson County, Texas.

BACKGROUND:

On January 2022, the City Council approved an update to the Subdivision Ordinance and Chapter 13 Utilities which added provisions for development phasing in response to the City's water concerns. The City Council conducted their annual review of the changes in January 2024 and determined that the phasing for residential development is still necessary.

This proposal is for the approval of the Oak Grove Phasing Plan, which would allow for the development of 49 residential lots in one (1) phase. Chapter 13 Utilities requires that a phasing plan is required when a subdivision includes more than 30 lots or units.

Sec. 13.12.002. - Development phasing plan required.

A development phasing plan is required for any subdivision within the city limits and extraterritorial jurisdiction that includes more than thirty (30) lots or units. The development phasing plan for the subdivision must be approved by the city council before a subdivision concept plan will be approved.

This concept plan includes 16.142 acres of residential development. During the March 20, 2025 meeting, The City Council approved the Annexation, Comprehensive Plan Amendment, and Zoning change for this property.

HISTORY/TIMELINE:

03/20/2025 – Annexation Approved

03/20/2025 – Comprehensive Plan Amendment Approved

03/20/2025 – Zoning Approved

APPLICANT/AGENT:

CR 175 Investments, LLC (Josh Becker)

RECOMMENDATION:

As part of the evaluation of this request, the City Council has the following options:

1. Approve the proposed waiver to the residential subdivision phasing requirements; or
2. Deny the proposed waiver to the residential subdivision phasing requirements. This action would require the applicant to revise their plan and present a phasing plan to the City Council.

Staff recommends Option 1 listed above – Approve the proposed waiver to the residential subdivision phasing

requirements. Staff made this recommendation based on total lot count for this subdivision. This subdivision includes 49 lots and phasing the development would not have a significant impact, but would provide challenges as part of the development.

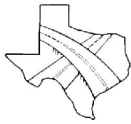
PRESENTER:

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

Fiscal Impact

Attachments:

1. CP-25-0045 Att 1 Waiver Request - Oak Grove
2. CP-25-0045 Att 2 Concept Plan - Oak Grove



Firm # 17877

March 10, 2025

City of Leander
PO Box 319
Leander, TX78646

Re: Oak Grove Subdivision –Concept Plan (CP-25-????)
Phasing Plan Waiver

Dear City of Leander:

I am requesting a waiver from the Phase requirements referenced in Section 13.12.003 for the Oak Grove Subdivision due to the number of lots and really no sensical way to phase the lots.

If you have any questions or comments, please feel free to contact me at (512) 658-8095 or gejtexas@gmail.com.

Sincerely,

Gary Eli Jones, P.E.
Member

ROBIN M. GRIFFIN, AICP, EXECUTIVE DIRECTOR OF DEVELOPMENT SERVICES

NOTES:

- | LAND USE | | | | |
|---------------------|--------|------|------|-------|
| ZONING | AREA | LOTS | UPA | LUE's |
| SFE-2-A RESIDENTIAL | 20.536 | 49 | 2.39 | 49 |

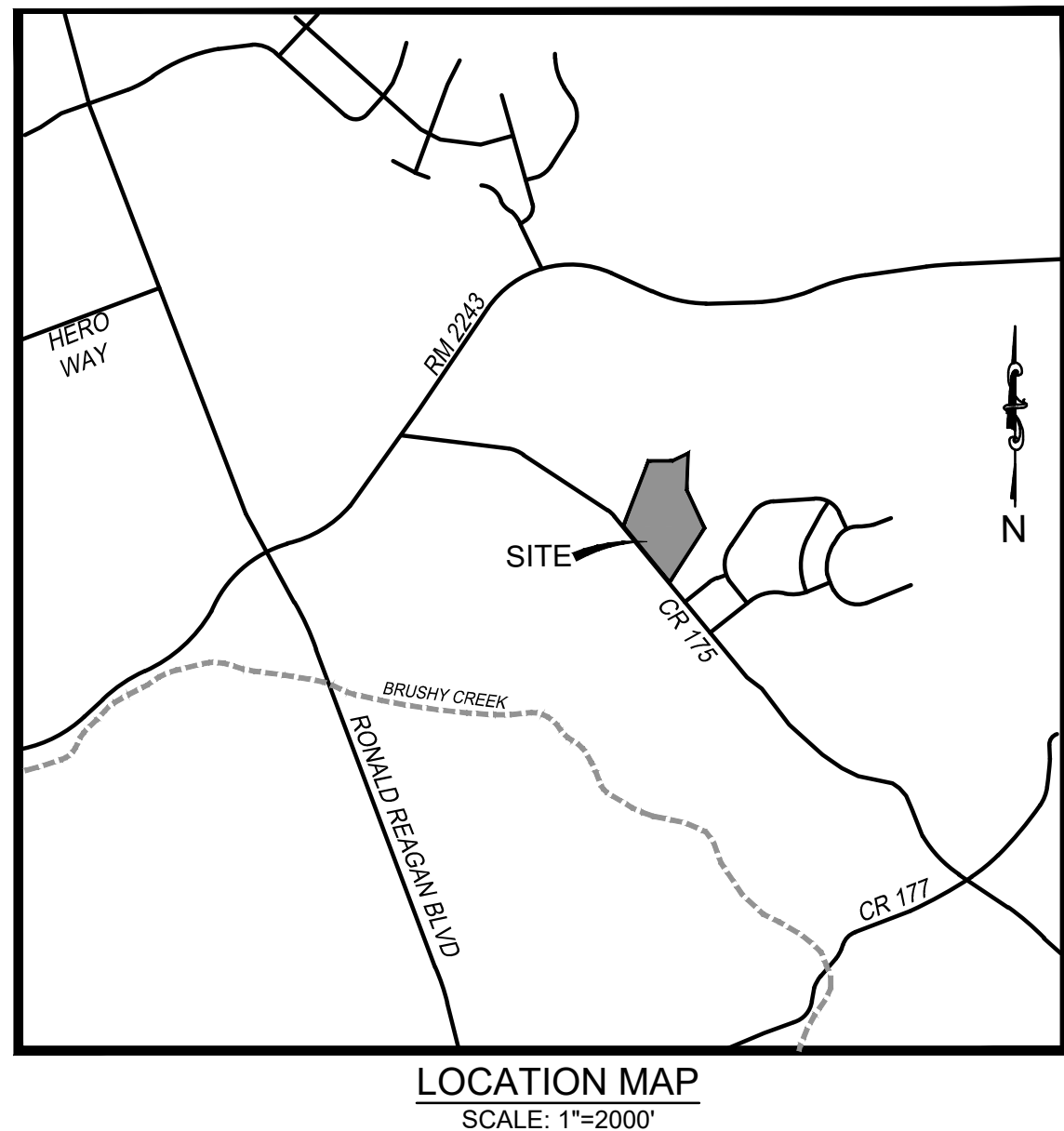
<u>ENGINEER AND AGENT</u> ELI ENGINEERING, P.L.L.C. 700 TERESA COVE CEDAR PARK, TEXAS 78613 CONTACT: GARY ELI JONES, P.E. 512-918-0819 F:512-532-0560 geljexas@gmailcom	<u>SURVEYOR</u> JOHN McCOWIN, R.P.L.S. NO. 5135 600 WEST WHITESTONE BLVD. CEDAR PARK, TX 78613 512-249-8875 TBPELS FIRM NO. 10084600
<u>OWNER / APPLICANT</u> CR 175 INVESTMENTS, L.L.C. 621 COUNTY ROAD 175 LEANDER, TEXAS 78641 CONTACT: JOSH BECKER 512-909-4744 josh@dannendev.com	<u>WATER</u> CITY OF LEANDER 607 MUNICIPAL DRIVE LEANDER, TEXAS 78641 PHONE: 512-259-2640
<u>ELECTRIC</u> PEDERNALES ELECTRIC COOPERATIVE 1949 WEST WHITESTONE BLVD. CEDAR PARK, TEXAS 78613 888-554-4732	<u>WASTEWATER</u> CITY OF LEANDER 607 MUNICIPAL DRIVE LEANDER, TEXAS 78641 PHONE: 512-259-2640
	<u>TELEPHONE</u> AT&T 208 SOUTH ACKARD STREET DALLAS, TEXAS 75202 888-333-6651 CONTACT: -----

STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF WILLIAMSON §

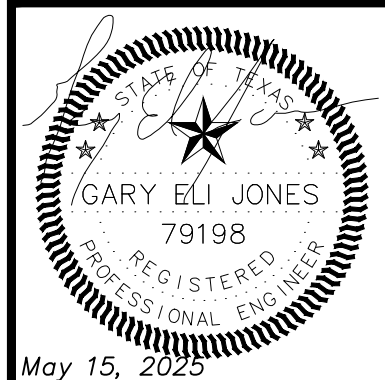

GARY EL JONES, P.E.
LICENSED PROFESSIONAL ENGINEER
ELI ENGINEERING, PLLC, FIRM #: F-17877
700 THERESA COVE
CEDAR PARK, TEXAS 78613

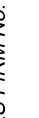


PROJECT NO.: CP-25-0045



1. COVER SHEET
2. CONCEPT PLAN
3. PHASING AND PARKS PLAN





ELI ENGINEERING, PLLC.
 700 THERESA COVE CEDAR PARK, TX 78613
 512-918-0819 (F) 512-532-0560

LEANDER, TEXAS 78641 (ETJ)

OAK GROVE SUBDIVISION

CONCEPT PLAN (CP-25-0045)

COVER SHEET

	HORIZ. =
DRAWING SCALE:	VERT. =
SURVEYED:	
FILE NAME:	RR
DATE:	
DRAWN:	JTC
DESIGNED:	EEL

SHEET
1
OF
3

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ADJACENT PROPERTY OWNER TABLE			
#	OWNER INFORMATION	ACRES	DEED/PLAT INFORMATION
1	CSM-MASON FAMILY, LP	173.8	2011086909
2	JOHN WAYNE & JODY M. BROOCHER	5.00	2025012047
3	LEANDER ISD TRUSTEE	163.59	2010054945
4	JESSE W. STENCE	74.00	2021184954
5	GEORGE A. GLENN	5.368	2004056662
6	GEORGE A. GLENN	3.43	2004056662
7	GEORGE A. GLENN	2.39	2004056662
8	GEORGE A. GLENN	0.477	2004056662
9	G2JS, LLC	2.295	2016045671
10	MI HOMES OF AUSTIN, LLC	--	--
11	MI HOMES OF AUSTIN, LLC	--	--
12	MI HOMES OF AUSTIN, LLC	--	--

13	JONATHAN D. SAMUEL	--	2025014416
14	BALA KOTESWARA RAO MALLAMPATI & ARUNA RATAKUNDLA (CO-TRUSTEES OF THE MALLAMPATI LIVING TRUST)	--	2025005587
15	VIKRANT & MANISHA SONONE	--	2024066785
16	THAMILARASAN THANASINGH & SUGANTHA PRIYA RAJENDRAN	--	2025000315
17	SATISH MOTIPALLI & SUNITHA KAPARTHI	--	2024019384

SURVEYOR
JOHN McCOWN, R.P.L.S. NO. 5135
600 WEST WHITESTONE BLVD.
CEDAR PARK, TX 78613
512-249-8875
TBPELS FIRM NO. 10084600

NOTES:

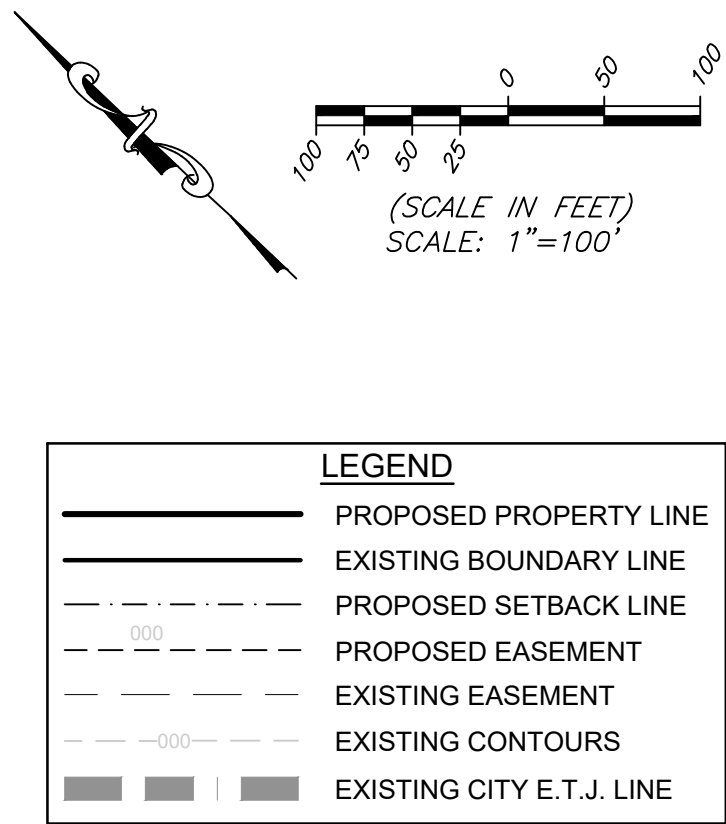
- THIS DEVELOPMENT IS ZONED AS SINGLE FAMILY ESTATE (SFE-2-A).
- PARK PLAN: FEE IN LIEU. (REFER TO PARKLAND AND PHASING PLAN, SHEET 3).
- THIS DEVELOPMENT IS IDENTIFIED AS NEIGHBORHOOD RESIDENTIAL PER THE CITY OF LEANDER FUTURE LAND USE PLAN. THE PROPOSED SFE LAND USE IS COMPATIBLE WITH THE MASTER PLAN.
- NO PORTION OF THIS DEVELOPMENT LIES WITHIN ZONE "AE" AND IS WITHIN THE 0.2% ANNUAL CHANCE FLOODPLAIN AS SHOWN ON FEMA PANEL 48491C0460F, DATED DECEMBER 20TH, 2019.
- THIS PROJECT LIES WITHIN THE EDWARDS AQUIFER CONTRIBUTING ZONE. THIS PROJECT DOES NOT LIE WITHIN THE EDWARDS AQUIFER RECHARGE ZONE.
- NO TRAFFIC VOLUME TO BE GENERATED BY DEVELOPMENT OTHER THAN SINGLE FAMILY.

OWNER / DEVELOPER
CR 175 INVESTMENTS, L.L.C.
621 COUNTY ROAD 175
LEANDER, TEXAS 78641
CONTACT: JOSH BECKER
512-909-4744
josh@dannendev.com

LAND USE					
ZONING	AREA	LOTS	UPA	LUE's	SIZE
SFE-2-A RESIDENTIAL	20.536	49	2.39	49	12,000 SF

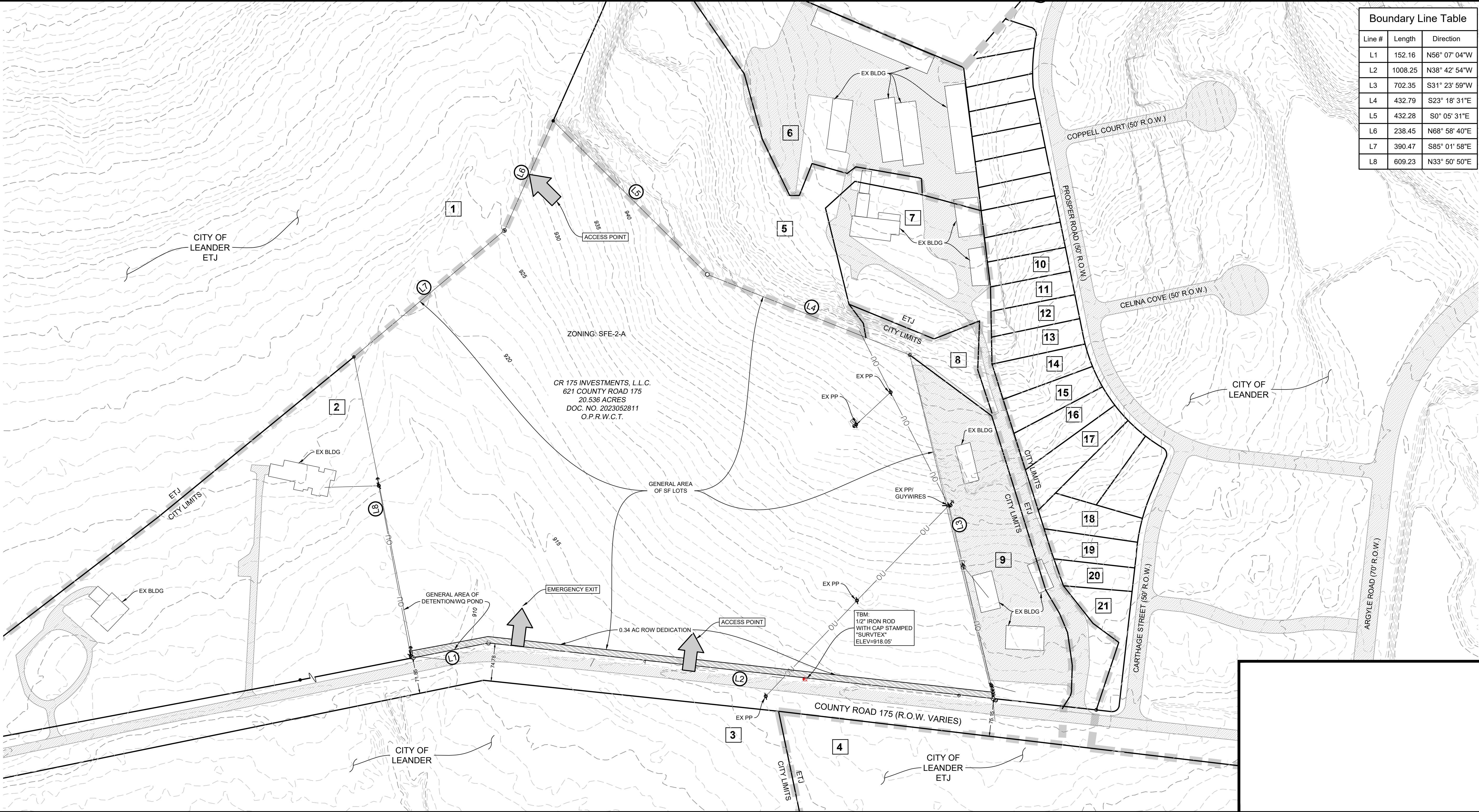
BOUNDARY STREET IMPROVEMENT NOTES:

CR 175 IMPROVEMENTS SHALL COMPLY WITH THE REQUIREMENTS IN THE CITY OF LEANDER CODE OF ORDINANCES.



LEGEND	
	PROPOSED PROPERTY LINE
	EXISTING BOUNDARY LINE
	PROPOSED SETBACK LINE
	PROPOSED EASEMENT
	EXISTING EASEMENT
	EXISTING CONTOURS
	EXISTING CITY E.T.J. LINE

Boundary Line Table		
Line #	Length	Direction
L1	152.16	N56° 07' 04"W
L2	1008.25	N38° 42' 54"W
L3	702.35	S31° 23' 59"W
L4	432.79	S23° 18' 31"E
L5	432.28	S0° 05' 31"E
L6	238.45	N68° 58' 40"E
L7	390.47	S85° 01' 58"E
L8	609.23	N33° 50' 50"E



Apr 29, 2025

TBPELS FIRM No. 17877



ELI ENGINEERING, PLLC.
700 THERESA COVE, CEDAR PARK, TX 78613
512-910-6818 (F) 512-552-0660

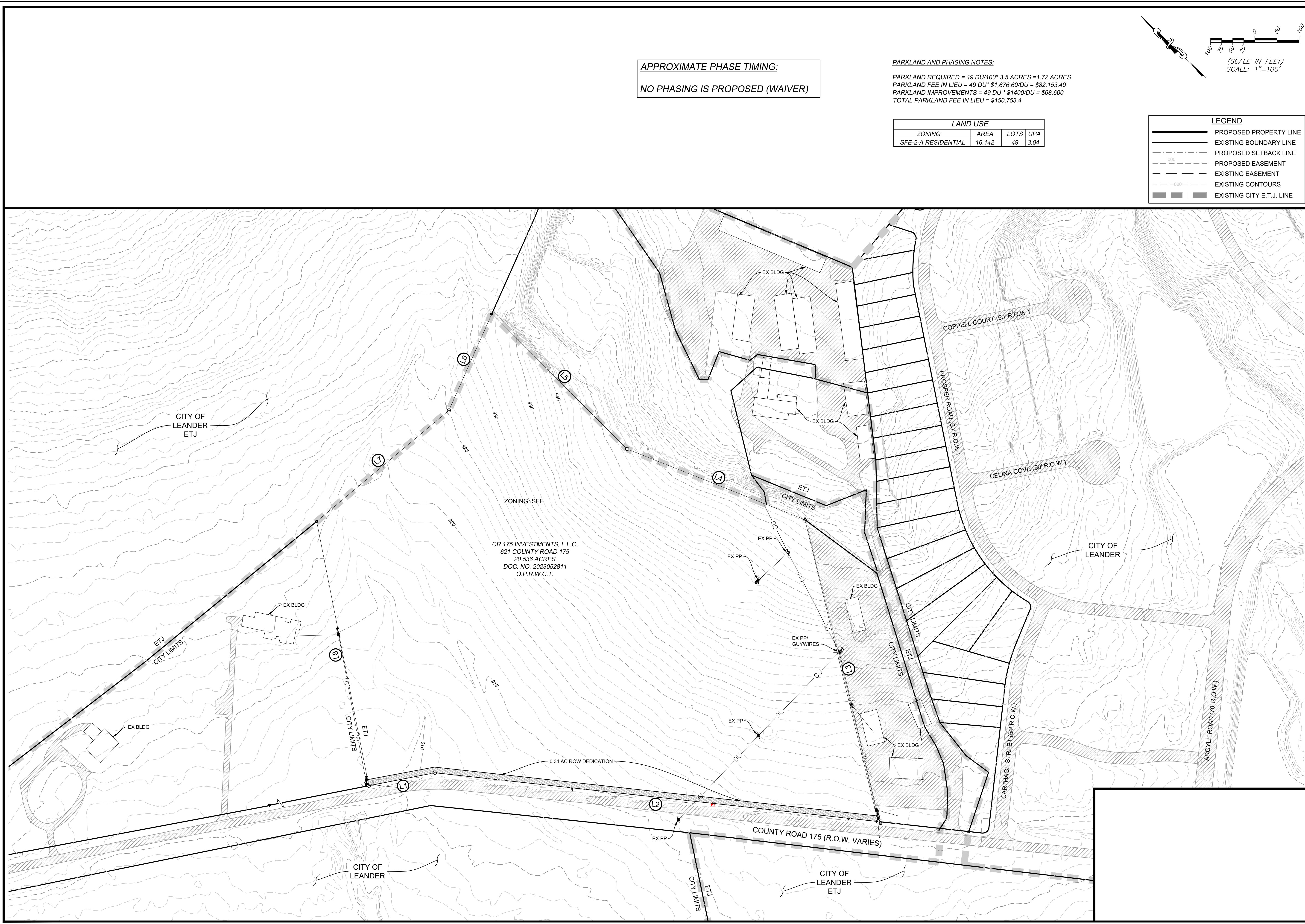
OAK GROVE SUBDIVISION
CONCEPT PLAN (CP-25-0045)
PROPOSED CONCEPT PLAN

DRAWING SCALE:	HORIZ. =	VERT. =
SURVEYED:	FILE NAME:	RR
DATE:	DRAWN:	JTC
DESIGNED:	EEL	

SHEET

2
OF
3

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APPROXIMATE PHASE TIMING:
NO PHASING IS PROPOSED (WAIVER)

PARKLAND AND PHASING NOTES:
PARKLAND REQUIRED = 49 DU/100' 3.5 ACRES = 1.72 ACRES
PARKLAND FEE IN LIEU = 49 DU * \$1,676.60/DU = \$82,153.40
PARKLAND IMPROVEMENTS = 49 DU * \$1,400/DU = \$68,600
TOTAL PARKLAND FEE IN LIEU = \$150,753.4

LAND USE			
ZONING	AREA	LOTS	UPA
SFE-2-A RESIDENTIAL	16.142	49	3.04

LEGEND	
	PROPOSED PROPERTY LINE
	EXISTING BOUNDARY LINE
	PROPOSED SETBACK LINE
	PROPOSED EASEMENT
	EXISTING EASEMENT
	EXISTING CONTOURS
	EXISTING CITY E.T.J. LINE



Apr 29, 2025
TPELS FIRM No. 17877
ELI ENGINEERING
ELI ENGINEERING, PLLC.
700 THERESA COVE, CEDAR PARK, TX 78613
512-916-0816 (F) 512-552-0660
gajones@gmail.com

LEANDER, TEXAS 78641 (ETJ)
OAK GROVE SUBDIVISION
CONCEPT PLAN (CP-25-0045)
PROPOSED PARKLAND AND PHASING PLAN

DRAWING SCALE:	HORIZ. =	VERT. =
SURVEYED:	FILE NAME:	RR
DATE:	DRAWN:	JTC
DESIGNED:	EEL	

SHEET
3
OF
3



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Discuss and consider action on Street Vacate Case for SV-25-0003 to consider the vacation of a portion of the right-of-way (ROW) at the eastern end of Northline Street located within the Northline Subdivision which is balanced by the dedication of additional ROW in future sections of the subdivision; generally located to the south of the intersection of Main Street and San Gabriel Parkway, Leander, Williamson County, Texas.

BACKGROUND:

The applicant is proposing to vacate a portion of the Northline Street ROW as shown in Attachment 2. This portion of the road was previously anticipated to continue as a public street connecting to the property to the southeast. This project has changed and the eastern portion of the property will now include private streets. Northline Street will continue to the east and ultimately connect to 183A Toll Road.

The portion of the proposed ROW vacation is already constructed and includes utilities as shown in Attachment 3. Part of this approval will include the dedication of temporary easements for the public infrastructure located in this ROW. Once the area redevelops, the public improvements will be adjusted and removed from this area. The easement will automatically vacate once the property is platted.

As part of a ROW vacation, the City Council considers the value of the ROW to be released. In this case, the developer is developing other ROW throughout the project. Attachment 4 includes new areas and their estimated values in comparison to the value of this portion of ROW. The new street is Smithwick Street and the estimated value is \$214,489.35. Based on the proposed future ROW dedications, a payment for the area to be vacated is not necessary.

VALUATION OF ROW RELEASED BY THE CITY: \$23,801.18

HISTORY/TIMELINE:

APPLICANT/AGENT:

Kimley-Horn & Associates, Inc (Bradley M. Wilkins) on behalf of Northline Leander Development Company (Alex Tynberg)

RECOMMENDATION:

As part of the evaluation of this request, the City Council has the following options:

1. Approve the proposed ROW Vacation for a portion of Northline Street;
2. Deny the proposed ROW Vacation for a portion of Northline Street; or
3. Approve the proposed ROW Vacation for a portion of Northline Street and require the developer to pay for the estimated value of the ROW.

Staff recommends Option 1 listed above – approve the proposed ROW Vacation for a portion of Northline Street. Staff made this recommendation based on the amount of ROW that has been dedicated by the developer as well as the future development.

PRESENTER:

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

Fiscal Impact

Attachments:

1. SV-25-0003 Att 1 Request Letter
2. SV-25-0003 Att 2 Northline Retail ROW Vacate - Location Map
3. SV-25-0003 Att 3 Northline Retail ROW Vacate - Aerial Map
4. SV-25-0003 Att 4 Valuation Exhibit
5. SV-25-0003 Att 5 Northline ROW Vacate Ordinance



March 24th, 2025

City of Leander
Development Services
PO Box 319
Leander, TX 78641

Re: *Northline Retail*
ROW Vacation Request Letter

Dear City of Leander Development Services Department:

Please accept this letter as a request to vacate 0.0683 acres of Northline Street right-of-way. The right-of-way vacation is necessary for the Northline – Endeavor Retail project to safely connect the private drive on the south side of the project to Northline Street.

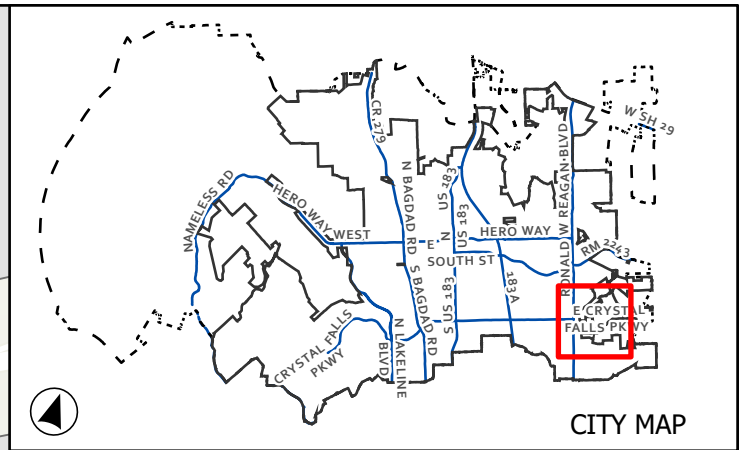
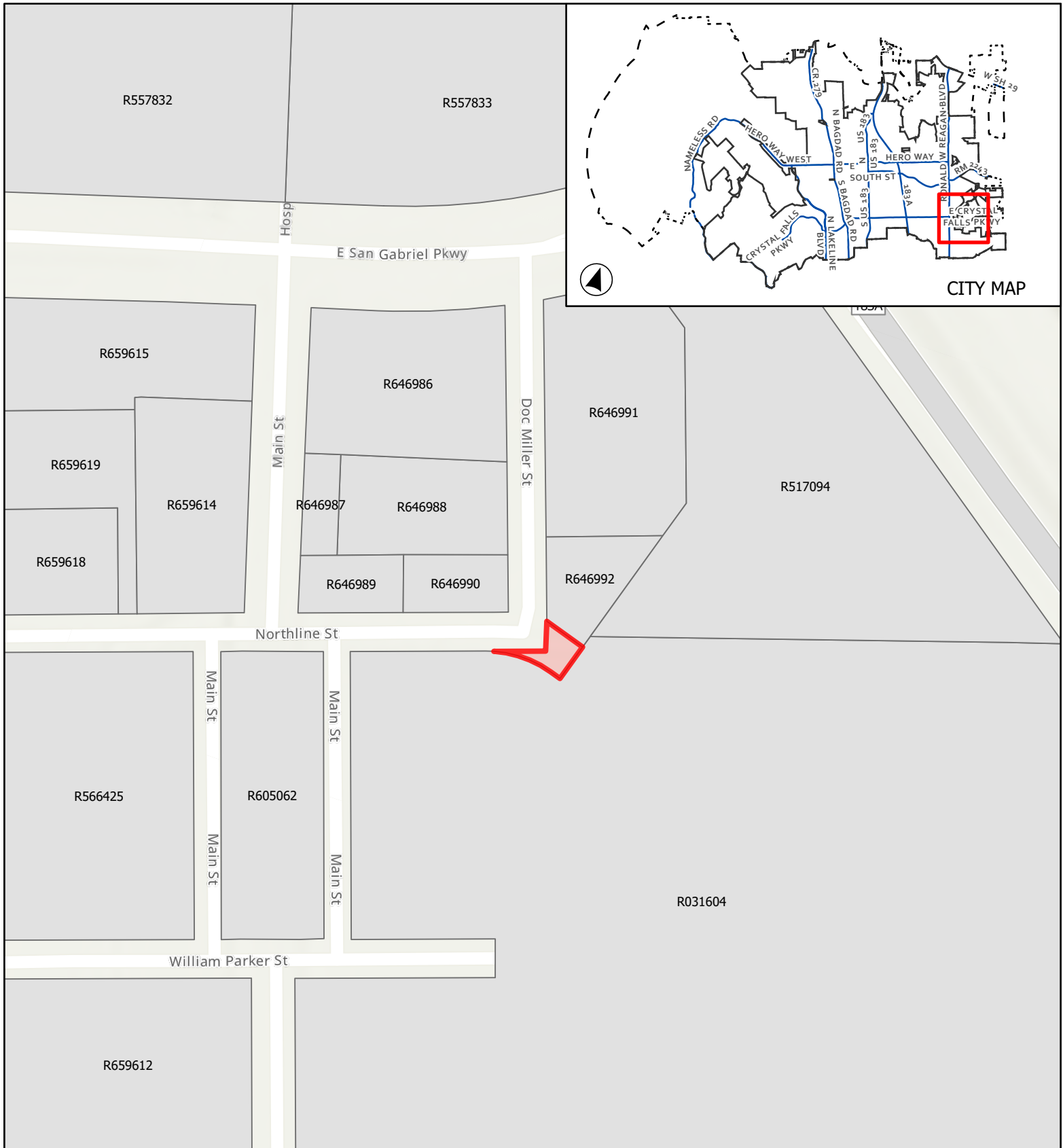
Yours very truly,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in black ink that reads "Bradley Wilkins". The signature is fluid and cursive, with a long horizontal stroke at the end.

Bradley Wilkins, P.E.

Project Manager



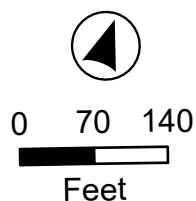
CASE: SV-25-0003

ATTACHMENT 2

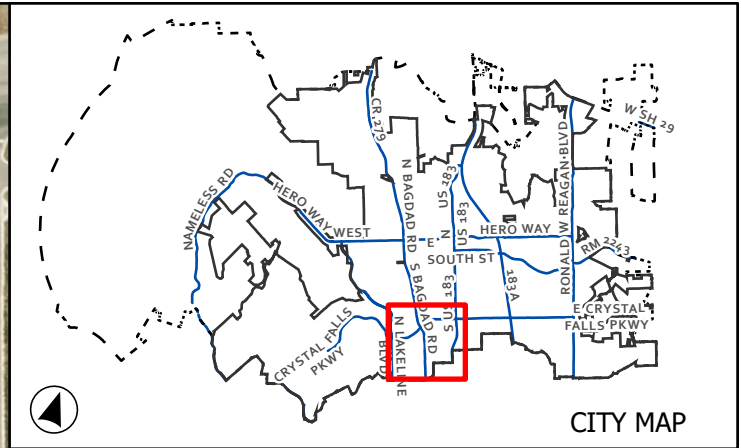
NORTHLINE RETAIL
ROW VACATE

Location Map

This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.



- City Limits
- ETJ
- Subject Boundary



CITY MAP

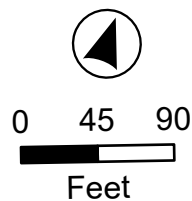
CASE: SV-25-0003

ATTACHMENT 3

NORTHLINE RETAIL
ROW VACATE

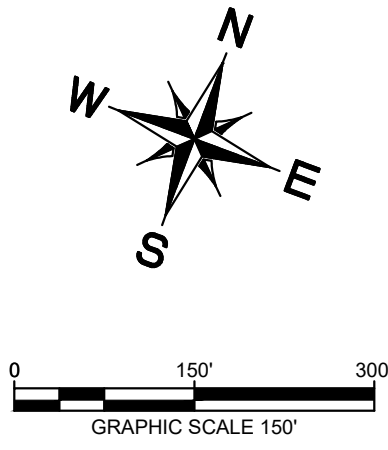
Aerial Map

This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.



- Leander City Limits
- Subject Boundary

K:\AUS_Civil\068588069-Northline - Endeavor\Cad\Exhibits\PlanSheets\Northline - Endeavor Retail - ROW Vacation Land Valuation Exhibit.dwg Layout1 Mar 14, 2025 12:37pm by: Justin Landry



Kimley»Horn

10814 JOLLYVILLE ROAD BLDG IV, STE 200, AUSTIN, TX 78759
PHONE: (512) 418-1771 | www.kimley-horn.com
STATE OF TEXAS REGISTRATION NO. F-928

TITLE:

ROW VACATION -
LAND VALUATION
EXHIBIT

PROJECT:

NORTHLINE -
ENDEAVOR RETAIL

LOCATION:

SAN GABRIEL PKWY AND
183A TOLL ROAD

JOB NUMBER: 068588069

SCALE: 1"=150'

DATE: 03/14/2025

SHEET: N/A

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS, CLOSING, VACATING, AND ABANDONING A PORTION OF STREET RIGHT-OF-WAY COMMONLY KNOWN AS NORTHLINE STREET IN EXCHANGE FOR THE DEDICATION TO THE PUBLIC OF A PORTION OF SMITHWICK STREET; RETAINING AN UTILITY EASEMENT; PROVIDING FINDINGS OF FACT; PROVIDING SEVERABILITY, EFFECTIVE DATE AND OPEN MEETINGS CLAUSES; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the portion of the street right-of-way as shown and described in Exhibit A, commonly known as Northline Street, located at the intersection of Northline Street and Doctor Miller Street, Leander, Texas, has been requested to be closed, vacated, and abandoned by the owner of all the property abutting this right-of way in exchange for the public dedication of a portion the street right-of-way labeled Block S and Block L on **Exhibit B**, commonly known as Smithwick Street;

WHEREAS, Section 1.08 of the Charter of the City of Leander and Section 311.007 of the Texas Transportation Code provides the City of Leander authority to vacate, abandon, or close right-of-way;

WHEREAS, retaining a public utility easement within the vacated, abandoned, and closed portion of Northline Street right-of-way is necessary for use by the City for public utility purposes; and

WHEREAS, the City Council of the City of Leander has determined that the vacation, abandonment, and closure of the aforementioned portion of Northline Street, retention of a utility easement within this portion of Northline Street, and acceptance and dedication of the aforementioned portion of Smithwick Street to be in the best interest of the public health, safety, and general welfare of the citizens of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are incorporated into this Ordinance as findings of fact by the City Council of the City of Leander, Texas.

SECTION 2. Vacation, Abandonment, and Closure of Right-of-Way and Retention of Utility Easement. The portion of the street right-of-way commonly known as Northline Street located at the intersection of Northline Street and Doctor Miller Street, Leander, Williamson County, Texas, as more particularly described and shown in Exhibit A, attached hereto and incorporated herein for all purposes (the "Closed Right-of-Way"), is hereby permanently closed, vacated, and abandoned by the City and the general public; provided, however, that the City retains a utility easement in the Closed Right-of-Way for the purpose of a public utility easement as more particularly described and attached hereto as Exhibit C and incorporated by reference herein (the, "Easement").

SECTION 3. Dedication. The City of Leander hereby accepts that portion of Smithwick Street by means of the special warranty deed attached hereto as **Exhibit D** and incorporated by reference herein for all purposes (the, "Dedicated Street") and dedicates the same for public right-of-way and public use.

SECTION 4. Execution of Documents. The Mayor of the City of Leander Texas is hereby directed to execute all documents required to effectuate the closing, vacating, and abandoning of the Closed Right-of-

Way, the Easement, and the acceptance and dedication of the Dedicated Street.

SECTION 5. Severability. Should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

SECTION 6. Effective Date. This ordinance shall take effect immediately from and after its passage.

SECTION 7. Open Meetings. It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't. Code*.

PASSED AND APPROVED on First Reading this the 17 day of June, 2025.

ATTEST:

THE CITY OF LEANDER, TEXAS:

Dara Crabtree, City Secretary

Christine DeLisle, Mayor

EXHIBIT A
Closed Right-of-Way

Legal Description

BEING A DESCRIPTION OF A TRACT OF LAND CONTAINING 0.0683 ACRES (2,975 SQUARE FEET), BEING A PORTION OF NORTHLINE STREET (54' PUBLIC RIGHT-OF-WAY) A PUBLIC RIGHT-OF-WAY WITHIN THE CITY OF LEANDER WILLIAMSON COUNTY, TEXAS, SAID NORTHLINE STREET DEDICATED IN DOCUMENT NO. 2020035600 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS (O.P.R.W.C.T.), AND DOCUMENT NO. 2023041478 (O.P.R.W.C.T.), SAID 0.0683 ACRES BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:



PO Box 90876
Austin, TX 78709
512.537.2384
jward@4wardls.com
www.4wardls.com

BEGINNING, at a 1/2-inch iron rod with “4Ward-Boundary” cap set for the intersection of the east right-of-way line of Doctor Miller Street (54’ public right-of-way) and said Northline Street, being the southwest corner of Lot 2, Block D of said Northline Block C and Lots 1 & 2, Block D Final Plat, and being the north corner and **POINT OF BEGINNING** hereof, from which a 1/2-inch iron rod with “4Ward-Boundary” cap set in the east right-of-way line of said Doctor Miller Street and being the common west corner of Lot 1 and Lot 2, Block D of said Northline Block C and Lots 1 & 2, Block D Final Plat bears, N20°32’34”W, a distance of 117.62 feet;

THENCE, leaving the east right-of-way line of said Doctor Miller Street, with the north right-of-way line of said Northline Street and the south line of said Lot 2, **S74°12’12”E**, a distance of **61.40** feet to a 1/2-inch iron rod with “4Ward-Boundary” cap set for the northeast corner hereof, and being the north right-of-way line of said Northline Street right-of-way, and being the southeast corner of said Lot 2, from which a 1/2-inch iron rod with “4Ward-Boundary” cap set for the common east corner of said Lot 1 and said Lot 2 bears, N15°47’42”E, a distance of 191.49 feet;

THENCE, leaving the southeast corner of said Lot 2, with the east right-of-way line of said Northline Street and the north right-of-way line of said Northline Street the following three (3) courses and distances:

- 1) **S15°47’42”W**, a distance of **54.00** feet to a 1/2-inch iron rod with “4Ward-Boundary” cap set for an angle point hereof,
- 2) **N74°12’12”W**, a distance of **15.98** feet to a 1/2-inch iron rod with “4Ward-Boundary” cap set for an angle point hereof,
- 3) Along the arc of a curve to the left, whose radius is **153.00** feet, passing a 1/2-inch iron rod with “4Ward-Boundary” cap set at an arc length is 84.95 feet in all an arc length of **97.04** feet and whose chord bears **S87°37’37”W**, a distance of **95.42** feet to a 1/2-inch iron rod with “4Ward-Boundary” cap set for the southwest corner hereof, being in the south right-of-way line of said Northline Street;

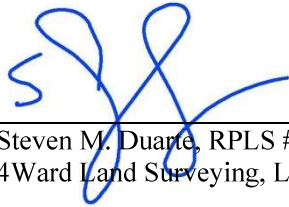
THENCE, over and across said Northline Street the following two courses and distances:

- 1) **N69°27’26”E**, a distance of **86.08** feet to a calculated point for an angle point hereof, and

- 2) **N20°32'34"W**, a distance of **40.66** feet to the **POINT OF BEGINNING** hereof, containing 0.0683 Acres (2,975 Square Feet) more or less.

NOTE:

All bearings are based on the Texas State Plane Coordinate System, Grid North, Central Zone (4203), all distances were adjusted to surface using a combined scale factor of 1.000138805545. See attached sketch (reference drawing: 00508_C&D_ROW Vacation.dwg)



3/7/25

Steven M. Duarte, RPLS #5940
4Ward Land Surveying, LLC



**WILLIAM MANSIL
SURVEY
ABSTRACT
NO. 437**

LOT 3
[A]
[B]

BLOCK "C"

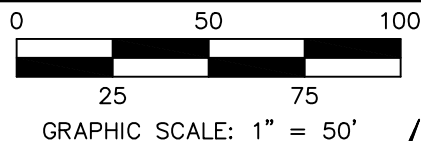
LOT 5
[A]
[B]

**NORTHLINE STREET
(54' PUBLIC R.O.W.)**
(DEDICATED IN DOC.
#2020035600 O.P.R.W.C.T.)

**NORTHLINE STREET
(54' PUBLIC R.O.W.)**
(DEDICATED IN DOC.
#2023041478 O.P.R.W.C.T.)

**TALBOT CHAMBERS
SURVEY
ABSTRACT NO. 125**

**DOCTOR MILLER STREET
(54' PUBLIC R.O.W.)**



LOT 1
[A]
[B]

BLOCK "D"

LOT 2
[A]
[B]

P.O.B.

GRID N: 10,188,431.86
GRID E: 3,076,819.65

APPROXIMATE
LOCATION
OF SURVEY LINE

[B]
PORTION OF A
CALLED 115.7076 ACRES
NORTHLINE LEANDER
DEVELOPMENT
COMPANY, LLC
DOC. # 2019058968
O.P.R.W.C.T.

RIGHT-OF-WAY
VACATION
0.0683 ACRE(S)
2,975 SQUARE FEET

**0.0683 ACRES
RIGHT-OF-WAY VACATION
City of Leander,
Williamson County, Texas**



PO Box 90876, Austin Texas 78709
WWW.4WARDLS.COM (512) 537-2384
TBPLS FIRM #10174300

Date:	3/7/2025
Project:	00508
Scale:	1" = 50'
Reviewer:	PRB
Tech:	CC
Field Crew:	JCR/KDL
Survey Date:	MAR. 2018
Sheet:	1 OF 2

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	BEARING	DISTANCE
C1	84.95'	153.00'	31°48'46"	S89°53'26"W	83.86'
C2	12.09'	153.00'	4°31'37"	S71°43'14"W	12.09'
C3	97.04'	153.00'	36°20'22"	S87°37'37"W	95.42'

LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	S74°12'12"E	61.40'
L2	S15°47'42"W	54.00'
L3	N74°12'12"W	15.98'
L4	N69°27'26"E	86.08'
L5	N20°32'34"W	40.66'
L6	N20°32'34"W	54.48'

LEGEND	
	EASEMENT LINE
	EXISTING PROPERTY LINES
	EXISTING EASEMENTS
	CALCULATED POINT
	1/2" IRON ROD WITH "4WARD BOUNDARY" CAP SET
DOC. #	DOCUMENT NUMBER
P.O.B.	POINT OF BEGINNING
P.U.E.	PUBLIC UTILITY EASEMENT
R.O.W.	RIGHT-OF-WAY
P.R.W.C.T.	PLAT RECORDS, WILLAMSON COUNTY, TEXAS
O.P.R.W.C.T.	OFFICIAL PUBLIC RECORDS, WILLAMSON COUNTY, TEXAS

[A]
NORTHLINE
BLOCK C AND LOTS 1 & 2,
BLOCK D FINAL PLAT
DOC. # 2023041478
O.P.R.W.C.T.

3/7/2025



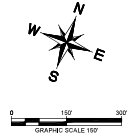
NOTES:

- 1) ALL BEARINGS ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, GRID CENTRAL ZONE, (4203), NAD83, ALL DISTANCES WERE ADJUSTED TO SURFACE USING A COMBINED SCALE FACTOR OF 1.000138805545.
- 2) SEE ATTACHED METES AND BOUNDS. DESCRIPTION.

**0.0683 ACRES
RIGHT-OF-WAY VACATION
City of Leander,
Williamson County, Texas**

 A Limited Liability Company PO Box 90876, Austin Texas 78709 WWW.4WARDLS.COM (512) 537-2384 TBPLS FIRM #10174300	Date:	3/7/2025
	Project:	00508
	Scale:	1" = 50'
	Reviewer:	PRB
	Tech:	CC
	Field Crew:	JCR/KDL
	Survey Date:	MAR. 2018
	Sheet:	2 OF 2

EXHIBIT B
Dedicated Street



Kimley»Horn

10814 JOLLYVILLE ROAD BLDG IV, STE 200, AUSTIN, TX 78759
PHONE: (512) 418-1771 | www.kimley-horn.com
STATE OF TEXAS REGISTRATION NO. F-928

TITLE:
**ROW VACATION -
LAND VALUATION
EXHIBIT**

PROJECT:
**NORTHLINE -
ENDEAVOR RETAIL**

LOCATION:
**SAN GABRIEL PKWY AND
183A TOLL ROAD**

JOB NUMBER: 06858065
SCALE: 1"=150'
DATE: 03/14/2025
SHEET: N/A

EXHIBIT C
Easement

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

STATE OF TEXAS

§
§
§

TEMPORARY UTILITY EASEMENT

COUNTY OF WILLIAMSON

KNOW ALL MEN BY THESE PRESENTS:

THAT **NORTHLINE LEANDER DEVELOPMENT COMPANY, LP**, a Texas limited partnership, herein called, "Grantor," with an address of 2601 Wooldridge Drive, Austin, Texas, 78703 for and in consideration of sum of TEN and NO/100 (\$10.00) DOLLARS, and other good and valuable consideration, to Grantee paid by **THE CITY OF LEANDER, TEXAS**, a Texas home rule municipal corporation with an address of 105 N. Brushy Street, Leander, Texas 78641, herein called, "Grantee," Grantor has GRANTED, SOLD, and CONVEYED unto said Grantee, an exclusive easement for the purpose of placing, constructing, operating, repairing, maintaining, rebuilding, replacing, relocating and removing or causing to be placed, constructed, operated, repaired, maintained, rebuilt, replaced, relocated and removed structures or improvements reasonably necessary and useful for public utilities including, but not limited to water mains, lines and pipes, and the supplying of water, sanitary sewer, drainage and conveyance of storm water run-off, or other such utility services in, upon, under and across the property more fully described in **Exhibit A** attached hereto and incorporated by reference herein for all purpose

Grantor reserves the right to use the Property for all purposes that do not unreasonably interfere with or prevent Grantee's use of the Property as provided herein. This conveyance is made subject to any and all mineral reservations, conveyances, rights of way, easements, and restrictions of record affecting said property in the Office of the County Clerk of Williamson County, Texas.

This easement shall automatically terminate at such time as the final plat for Block J of the Northline Subdivision is approved by the City and recorded in the Official Public Records of Williamson County, Texas.

TO HAVE AND TO HOLD the above-described premises, together with all and singular the rights and appurtenances thereto in anywise belonging unto the said Grantee and Grantee's heirs, successors, and assigns forever and Grantor hereby binds Grantor and Grantor's heirs, successors and assigns, to Warrant and Forever Defend, all and singular the said premises unto the said Grantee and Grantee's heirs, successors and assigns, against every person whomsoever lawfully claiming, or to claim the same or any part thereof, by, through and under Grantor, but not otherwise.

[SIGNATURE PAGES FOLLOW]

EXECUTED THIS ____ DAY OF _____, 2025.

GRANTOR:

**NORTHLINE LEANDER DEVELOPMENT
COMPANY, LP**

By: NLDC GP, LLC, a Texas limited liability
company, General Partner

By: Tynberg, LLC, a Texas limited liability
company, Manager

By: _____
Alex Tynberg, Manager

THE STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

This instrument was acknowledged before me on the ____ day of _____, 2025, by Alex Tynberg, as the Manager of Tynberg, LLC, a Texas limited liability company, on behalf of said limited liability company as Manager of NLDC GP, LLC, a Texas limited liability company, on behalf of said limited liability company as General Partner of NORTHLINE LEANDER DEVELOPMENT COMPANY, LP, a Texas limited partnership, on behalf of said limited partnership.

Notary Public, State of Texas

ACCEPTED BY THE CITY OF LEANDER, TEXAS (GRANTEE)

Christine DeLisle, Mayor

ATTEST:

Dara Crabtree, City Secretary

STATE OF TEXAS §
COUNTY OF WILLIAMSON §

This instrument was acknowledged before me on the ____ day of _____, 2025, by
Christine DeLisle, the Mayor the City of Leander, Texas, on behalf of said city.

[SEAL]

Notary Public, State of Texas

CONSENT OF LIENHOLDER

THE UNDERSIGNED, being the holder of a lien on the Property described herein, hereby consents to the foregoing Utility Easement and agrees that its lien is subject and subordinate to the said Easement, and that the undersigned has authority to execute and deliver this Consent of Lienholder, and that all necessary acts necessary to bind the undersigned lienholder have been taken.

INTERNATIONAL BANK OF COMMERCE

By: _____
Name: _____
Title: _____

ACKNOWLEDGEMENT

STATE OF TEXAS §
COUNTY OF TRAVIS §

THIS INSTRUMENT was acknowledged before me on _____, 2025, by _____, as _____ of INTERNATIONAL BANK OF COMMERCE, a Texas state banking association, on behalf of said banking association.

Notary Public - State of Texas

AFTER RECORDING PLEASE RETURN TO:
City of Leander
City Secretary
P.O. Box 319
Leander, Texas 78646-0319

EXHIBIT A
Property Description

Legal Description

BEING A DESCRIPTION OF A TRACT OF LAND CONTAINING 0.0683 ACRES (2,975 SQUARE FEET), BEING A PORTION OF NORTHLINE STREET (54' PUBLIC RIGHT-OF-WAY) A PUBLIC RIGHT-OF-WAY WITHIN THE CITY OF LEANDER WILLIAMSON COUNTY, TEXAS, SAID NORTHLINE STREET DEDICATED IN DOCUMENT NO. 2020035600 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS (O.P.R.W.C.T.), AND DOCUMENT NO. 2023041478 (O.P.R.W.C.T.), SAID 0.0683 ACRES BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:



PO Box 90876
Austin, TX 78709
512.537.2384
jward@4wardls.com
www.4wardls.com

BEGINNING, at a 1/2-inch iron rod with “4Ward-Boundary” cap set for the intersection of the east right-of-way line of Doctor Miller Street (54’ public right-of-way) and said Northline Street, being the southwest corner of Lot 2, Block D of said Northline Block C and Lots 1 & 2, Block D Final Plat, and being the north corner and **POINT OF BEGINNING** hereof, from which a 1/2-inch iron rod with “4Ward-Boundary” cap set in the east right-of-way line of said Doctor Miller Street and being the common west corner of Lot 1 and Lot 2, Block D of said Northline Block C and Lots 1 & 2, Block D Final Plat bears, N20°32’34”W, a distance of 117.62 feet;

THENCE, leaving the east right-of-way line of said Doctor Miller Street, with the north right-of-way line of said Northline Street and the south line of said Lot 2, **S74°12’12”E**, a distance of **61.40** feet to a 1/2-inch iron rod with “4Ward-Boundary” cap set for the northeast corner hereof, and being the north right-of-way line of said Northline Street right-of-way, and being the southeast corner of said Lot 2, from which a 1/2-inch iron rod with “4Ward-Boundary” cap set for the common east corner of said Lot 1 and said Lot 2 bears, N15°47’42”E, a distance of 191.49 feet;

THENCE, leaving the southeast corner of said Lot 2, with the east right-of-way line of said Northline Street and the north right-of-way line of said Northline Street the following three (3) courses and distances:

- 1) **S15°47’42”W**, a distance of **54.00** feet to a 1/2-inch iron rod with “4Ward-Boundary” cap set for an angle point hereof,
- 2) **N74°12’12”W**, a distance of **15.98** feet to a 1/2-inch iron rod with “4Ward-Boundary” cap set for an angle point hereof,
- 3) Along the arc of a curve to the left, whose radius is **153.00** feet, passing a 1/2-inch iron rod with “4Ward-Boundary” cap set at an arc length is 84.95 feet in all an arc length of **97.04** feet and whose chord bears **S87°37’37”W**, a distance of **95.42** feet to a 1/2-inch iron rod with “4Ward-Boundary” cap set for the southwest corner hereof, being in the south right-of-way line of said Northline Street;

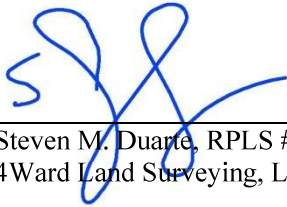
THENCE, over and across said Northline Street the following two courses and distances:

- 1) **N69°27’26”E**, a distance of **86.08** feet to a calculated point for an angle point hereof, and

- 2) **N20°32'34"W**, a distance of **40.66** feet to the **POINT OF BEGINNING** hereof, containing 0.0683 Acres (2,975 Square Feet) more or less.

NOTE:

All bearings are based on the Texas State Plane Coordinate System, Grid North, Central Zone (4203), all distances were adjusted to surface using a combined scale factor of 1.000138805545. See attached sketch (reference drawing: 00508_C&D_ROW Vacation.dwg)



3/7/25

Steven M. Duarte, RPLS #5940
4Ward Land Surveying, LLC



**WILLIAM MANSIL
SURVEY
ABSTRACT
NO. 437**

LOT 3
[A]
[B]

BLOCK "C"

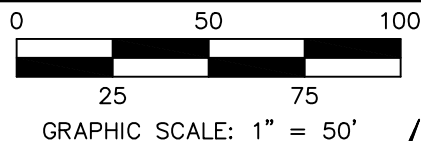
LOT 5
[A]
[B]

**NORTHLINE STREET
(54' PUBLIC R.O.W.)**
(DEDICATED IN DOC.
#2020035600 O.P.R.W.C.T.)

**NORTHLINE STREET
(54' PUBLIC R.O.W.)**
(DEDICATED IN DOC.
#2023041478 O.P.R.W.C.T.)

**TALBOT CHAMBERS
SURVEY
ABSTRACT NO. 125**

**DOCTOR MILLER STREET
(54' PUBLIC R.O.W.)**



LOT 1
[A]
[B]

BLOCK "D"

LOT 2
[A]
[B]

P.O.B.

GRID N: 10,188,431.86
GRID E: 3,076,819.65

APPROXIMATE
LOCATION
OF SURVEY LINE

[B]
PORTION OF A
CALLED 115.7076 ACRES
NORTHLINE LEANDER
DEVELOPMENT
COMPANY, LLC
DOC. # 2019058968
O.P.R.W.C.T.

RIGHT-OF-WAY
VACATION
0.0683 ACRE(S)
2,975 SQUARE FEET

**0.0683 ACRES
RIGHT-OF-WAY VACATION
City of Leander,
Williamson County, Texas**



PO Box 90876, Austin Texas 78709
WWW.4WARDLS.COM (512) 537-2384
TBPLS FIRM #10174300

Date:	3/7/2025
Project:	00508
Scale:	1" = 50'
Reviewer:	PRB
Tech:	CC
Field Crew:	JCR/KDL
Survey Date:	MAR. 2018
Sheet:	1 OF 2

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	BEARING	DISTANCE
C1	84.95'	153.00'	31°48'46"	S89°53'26"W	83.86'
C2	12.09'	153.00'	4°31'37"	S71°43'14"W	12.09'
C3	97.04'	153.00'	36°20'22"	S87°37'37"W	95.42'

LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	S74°12'12"E	61.40'
L2	S15°47'42"W	54.00'
L3	N74°12'12"W	15.98'
L4	N69°27'26"E	86.08'
L5	N20°32'34"W	40.66'
L6	N20°32'34"W	54.48'

LEGEND	
	EASEMENT LINE
	EXISTING PROPERTY LINES
	EXISTING EASEMENTS
	CALCULATED POINT
	1/2" IRON ROD WITH "4WARD BOUNDARY" CAP SET
DOC. #	DOCUMENT NUMBER
P.O.B.	POINT OF BEGINNING
P.U.E.	PUBLIC UTILITY EASEMENT
R.O.W.	RIGHT-OF-WAY
P.R.W.C.T.	PLAT RECORDS, WILLAMSON COUNTY, TEXAS
O.P.R.W.C.T.	OFFICIAL PUBLIC RECORDS, WILLAMSON COUNTY, TEXAS

[A]
NORTHLINE
BLOCK C AND LOTS 1 & 2,
BLOCK D FINAL PLAT
DOC. # 2023041478
O.P.R.W.C.T.

3/7/2025



NOTES:

- 1) ALL BEARINGS ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, GRID CENTRAL ZONE, (4203), NAD83, ALL DISTANCES WERE ADJUSTED TO SURFACE USING A COMBINED SCALE FACTOR OF 1.000138805545.
- 2) SEE ATTACHED METES AND BOUNDS. DESCRIPTION.

**0.0683 ACRES
RIGHT-OF-WAY VACATION
City of Leander,
Williamson County, Texas**



PO Box 90876, Austin Texas 78709
WWW.4WARDLS.COM (512) 537-2384
TBPLS FIRM #10174300

Date:	3/7/2025
Project:	00508
Scale:	1" = 50'
Reviewer:	PRB
Tech:	CC
Field Crew:	JCR/KDL
Survey Date:	MAR. 2018
Sheet:	2 OF 2

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

STATE OF TEXAS

§
§
§

SPECIAL WARRANTY DEED

COUNTY OF WILLIAMSON

KNOW ALL MEN BY THESE PRESENTS:

THAT **NORTHLINE LEANDER DEVELOPMENT COMPANY, LP**, a Texas limited partnership, herein called, "Grantor," with an address of _____, Texas, for and in consideration of sum of TEN and NO/100 (\$10.00) DOLLARS, and other good and valuable consideration, to Grantee paid by **THE CITY OF LEANDER, TEXAS**, a Texas home rule municipal corporation with an address of 105 N. Brushy Street, Leander, Texas 78641, herein called, "Grantee," Grantor has GRANTED, SOLD, and CONVEYED unto said Grantee, and Grantee by these presents do hereby dedicate to the use of the public as public right-of-way for streets, drives, drainage, utility service, and public places, subject to the continuing and future control and regulation of the use of such public right-of-way by the City of Leander, described the property described in **Exhibit A** attached hereto and incorporated by reference for all purposes.

This conveyance is made subject to any and all mineral reservations, conveyances, rights of way, easements, and restrictions of record affecting said property in the Office of the County Clerk of Williamson County, Texas.

TO HAVE AND TO HOLD the above-described premises, together with all and singular the rights and appurtenances thereto in anywise belonging unto the said Grantee and Grantee's heirs, successors, and assigns forever and Grantor hereby binds Grantor and Grantor's heirs, successors and assigns, to Warrant and Forever Defend, all and singular the said premises unto the said Grantee and Grantee's heirs, successors and assigns, against every person whomsoever lawfully claiming, or to claim the same or any part thereof, by, through and under Grantor, but not otherwise.

[SIGNATURE PAGES FOLLOW]

EXECUTED THIS ____ DAY OF _____, 20__.

GRANTOR:
NORTHLINE LEANDER DEVELOPMENT L.P.

BY: _____

NAME: _____

TITLE: _____

STATE OF TEXAS §
COUNTY OF _____ §

This instrument was acknowledged before me on the ____ day of _____, 20__, by _____, the _____ of Northline Leander Development L.P., on behalf of said limited partnership.

[SEAL]

Notary Public, State of Texas

ACCEPTED BY THE CITY OF LEANDER, TEXAS (GRANTEE)

Christine Delisle, Mayor

ATTEST:

Dara Crabtree, City Secretary

STATE OF TEXAS §
COUNTY OF WILLIAMSON §

This instrument was acknowledged before me on the ____ day of _____, 20__, by Christine DeLisle, the Mayor the City of Leander, Texas., on behalf of said city.

[SEAL]

Notary Public, State of Texas

EXHIBIT A
Property Description

EXHIBIT D
Special Warranty Deed

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

STATE OF TEXAS

§
§
§

SPECIAL WARRANTY DEED

COUNTY OF WILLIAMSON

KNOW ALL MEN BY THESE PRESENTS:

THAT **NORTHLINE LEANDER DEVELOPMENT COMPANY, LP**, a Texas limited partnership, herein called, "Grantor," with an address of _____, Texas, for and in consideration of sum of TEN and NO/100 (\$10.00) DOLLARS, and other good and valuable consideration, to Grantee paid by **THE CITY OF LEANDER, TEXAS**, a Texas home rule municipal corporation with an address of 105 N. Brushy Street, Leander, Texas 78641, herein called, "Grantee," Grantor has GRANTED, SOLD, and CONVEYED unto said Grantee, and Grantee by these presents do hereby dedicate to the use of the public as public right-of-way for streets, drives, drainage, utility service, and public places, subject to the continuing and future control and regulation of the use of such public right-of-way by the City of Leander, described the property described in **Exhibit A** attached hereto and incorporated by reference for all purposes.

This conveyance is made subject to any and all mineral reservations, conveyances, rights of way, easements, and restrictions of record affecting said property in the Office of the County Clerk of Williamson County, Texas.

TO HAVE AND TO HOLD the above-described premises, together with all and singular the rights and appurtenances thereto in anywise belonging unto the said Grantee and Grantee's heirs, successors, and assigns forever and Grantor hereby binds Grantor and Grantor's heirs, successors and assigns, to Warrant and Forever Defend, all and singular the said premises unto the said Grantee and Grantee's heirs, successors and assigns, against every person whomsoever lawfully claiming, or to claim the same or any part thereof, by, through and under Grantor, but not otherwise.

[SIGNATURE PAGES FOLLOW]

EXECUTED THIS ____ DAY OF _____, 20__.

GRANTOR:
NORTHLINE LEANDER DEVELOPMENT L.P.

BY: _____

NAME: _____

TITLE: _____

STATE OF TEXAS §
COUNTY OF _____ §

This instrument was acknowledged before me on the ____ day of _____, 20__, by _____, the _____ of Northline Leander Development L.P., on behalf of said limited partnership.

[SEAL]

Notary Public, State of Texas

ACCEPTED BY THE CITY OF LEANDER, TEXAS (GRANTEE)

Christine Delisle, Mayor

ATTEST:

Dara Crabtree, City Secretary

STATE OF TEXAS §
COUNTY OF WILLIAMSON §

This instrument was acknowledged before me on the ____ day of _____, 20__, by Christine DeLisle, the Mayor the City of Leander, Texas., on behalf of said city.

[SEAL]

Notary Public, State of Texas

EXHIBIT A
Property Description



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Discuss and consider action on the Second Reading of an Ordinance regarding Special Use Case Z-25-0165 to consider action on a Special Use Permit to allow for a smoke shop on one (1) parcel of land approximately 0.155 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R036105; and more commonly known as 106 W. Willis Street, Leander, Williamson County, Texas.

BACKGROUND:

This request is the final step in the zoning process. The applicant has submitted a request to change the designated zoning district of their property in order to open a smoke shop. The base zoning for this site is designated as T5-Urban Center. The Smart Code does not list smoke shops as an allowed use. This use was previously defined as retail. In cases where a use is not included, staff defers to the Composite Zoning Ordinance for guidance. Staff considers the LC (Local Commercial) and GC (General Commercial) use components to be similar to T5.

During the June 20, 2024 meeting, City Council adopted an update to the Composite Zoning Ordinance that defined the Smoke Shop use and included it to be allowed by right in the LC (Local Commercial) use component with a restriction that the use is not within 1,000 feet from a public or private school measured from property line to property line. This site is located approximately 620 feet from Leander Independent School District's Leander Extended Opportunity (LEO) Center, located at 300 S. West Drive as shown in Attachment 6.

On January 3, 2025, the applicant emailed staff to inquire about the use of a smoke shop being permitted on this site. Staff responded confirming that the use would be allowed on the site. At the time of the email inquiry, the site was not fully evaluated for all applicable requirements such as distance requirements. A thorough review would have been performed during the review of the Change of Tenant application. On January 30, 2025, Code Enforcement performed a site visit after it was noticed that the smoke shop was operating without a Certificate of Occupancy. Staff visited with the business owner and landlord to discuss the next steps for this proposal, which included a Special Use Permit being approved to allow the use within 1,000 feet from a public or private school. The business has remained closed since the site visit.

GENERAL INFORMATION:

Current Zoning: T5-Urban Center

Size and Location: The property is located at 106 W. Willis Street, including approximately 0.155 acres in size.

Surrounding Area: This property is located east of the Pat Bryson Municipal Building, attached to the Leander Beer Market. North of the site is Maggie Mae's. The Thirsty Chicken is located to the east.

Previous Zoning Cases:

The City initiated zoning case Z-22-0004 which requested a zone change from T4-Transect to T5-Urban Center and was approved on May 5, 2022.

Zoning Case 21-TOD-SU-005 requesting a Special Use Permit for a tattoo parlor was approved on December 16, 2021 with a 10-year term.

COMPREHENSIVE PLAN:

Applicable Comprehensive Plan goal statements

Strategy 1.1: Guide future growth and development following the comprehensive plan to achieve a more balanced, diverse economy.

Applicable Future Land Use categories

OLD TOWN

Old Town as a future development 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.

PUBLIC NOTIFICATION:

In addition to the notice mailed on behalf of the City to all property owners within 200 feet, the agent is required to reach out to all property owners of property zoned as single-family or any properties used as single-family uses within 500 feet as per Article X, Section 3 (d) of the Composite Zoning Ordinance. Any Homeowner's Association located within 500 feet is also required to be contacted.

The applicant canvassed the area and spoke with neighbors that were within 500 feet of the site. There were a few homes that were vacant and no one was available. The properties that are zoned residential were also mailed a notice. No comments/concerns were discussed following the outreach.

Please see the full report from the applicant attached as Attachment 7.

HISTORY/TIMELINE:

08/04/2005 – SmartCode Adopted

05/05/2022 – Zoning Approved

12/26/2021 – SUP Approved

05/08/2025 – Planning & Zoning, 1st Public Hearing

06/05/2025 – City Council, 2nd Public Hearing & 1st Reading of the Ordinance

APPLICANT/AGENT:

Paradox 2025, LLC. (Sayed Khalid Sadat) on behalf of Krasniqi Real Estate Holdings, LLC. (Taulant Krasniqi)

RECOMMENDATION:

As part of the evaluation of this request, the City Council has the following options:

1. Approve the proposed Special Use Permit to allow a smoke shop with a time limit of five (5) years;

2. Approve the proposed Special Use Permit to allow a smoke shop with a time limit of five (5) years with the following conditions:
 - a. The exterior of the building shall remain in character with the SmartCode and Old Town.
 - b. Additional exterior signage shall be limited to signage to be consistent with the SmartCode and Old Town.
3. Deny the proposed Special Use Permit to allow a Smoke Shop; or
4. Approve an alternative request that may include modifications to the Special Use Permit such as limited hours, signage, or time limits.

Staff recommends Option 2 listed above – approve the Special Use Permit to allow a smoke shop with additional standards that require that the exterior of the building and signage shall remain in character with the SmartCode and Old Town. The purpose in the conditions is to ensure that the exterior is not changed in a way to add bright colors or signage that would be enticing to young people or children. Staff made this recommendation based on feedback from the City Council regarding smoke shops within 1,000 feet from a public or private school.

During the meeting of May 8, 2025, the Planning & Zoning Commission recommended denial of the request. The City Council recommended approval of Option 2 above during the June 5, 2025 meeting with a 5 to 2 vote (Thompson and Naudin opposing).

PRESENTER:

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

Attachments:

1. Z-25-0165 Att 1 Letter of Intent - Paradox Smoke Shop SUP_Redacted
2. Z-25-0165 Att 2 Current Zoning - Paradox Smoke Shop SUP
3. Z-25-0165 Att 3 FLU Map - Paradox Smoke Shop SUP
4. Z-25-0165 Att 4 Public Notification - Paradox Smoke Shop SUP (1)
5. Z-25-0165 Att 5 Aerial Map - Paradox Smoke Shop SUP
6. Z-25-0165 Att 6 Ordinance Analysis Map - Paradox Smoke Shop SUP
7. Z-25-0165 Att 7 Neighborhood Outreach - Paradox Smoke Shop SUP
8. Z-25-0165 Att 9 5-8-2025 P & Z Minutes
9. Z-25-0165 Att 8 Ordinance - Paradox Smoke Shop SUP



February 28, 2025

City of Leander

Re: Letter of Intent, Paradox Smoke Shop, 106 West Willis Street, Suite B, Leander, Texas 78641

Dear City Council Members:

My client, Paradox Smoke Shop, is in the process of requesting a special use permit to allow the Smoke Shop to operate as a business at the address listed above. We have determined, through meetings with the City of Leander Planning Department that the property is zoned appropriately. However, the Smoke Shop is within 1,000 feet of Leander ISD which requires the special use permit process. Also, please be aware that the 7/11 at the corner of US Hwy 183 and W. South Street sells similar products and that property adjoins Leander ISD.

Additionally, I have attached the email chain with the planning department discussing the zoning. If you have any questions or would like to discuss this project further please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'William A. Davies', with a stylized flourish at the end.

William A. Davies, AIA
President

Subject: Fwd: 106 W Willis Street - zoning inquiry
Date: Tuesday, February 4, 2025 at 12:07:28 PM Central Standard Time
From: Beer Market
To: Will Davies
Attachments: image003.png, image004.png, image001.png, image002.png, image005.png

----- Forwarded message -----

From: **S&S Corporation** [REDACTED]
Date: Tue, Feb 4, 2025, 11:45 AM
Subject: Fwd: 106 W Willis Street - zoning inquiry
To: [REDACTED]

----- Forwarded message -----

From: **Subhan Shahid** [REDACTED]
Date: Thu, Jan 30, 2025, 5:08 PM
Subject: Fwd: 106 W Willis Street - zoning inquiry
To: [REDACTED]

----- Forwarded message -----

From: **Cory Dale** <CDale@leandertx.gov>
Date: Fri, Jan 3, 2025 at 10:49 AM
Subject: [106 W Willis Street](#) - zoning inquiry
To: Subhan Shahid [REDACTED]
CC: All Planning Personnel <Planning@leandertx.gov>

Good morning Subhan,

Staff presents the below information per request:

- Site is zoned T5 transect within SmartCode zoning.
- Per Table 6F of the SmartCode (specific function and use permitted within transect zones) the retail sale of new goods is allowed. The sale of hookah/smoke products, CBD, and vape products would be considered new goods.

SmartCode hyperlink:

<https://www.leandertx.gov/368/SmartCode>

If you are proposing a different use type than described below, please provide additional details on your smoke shop (i.e. lounge area or other uses not defined). From the current zoning and based on the above assumption of use, the smoke shop would be allowed as a tenant infill at [106 W Willis Street](#).

Kind regards,

Cory Dale

Senior Planner



📍: [201 North Brushy Street, Leander, TX 78641](#)

☎: (512) 528-2712

✉: cdale@leandertx.gov

🌐 Visit us online at <https://www.leandertx.gov>

From: Subhan Shahid [REDACTED]
Sent: Thursday, January 2, 2025 9:42 AM
To: All Planning Personnel <Planning@leandertx.gov>
Subject: Zoning Inquiry

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.

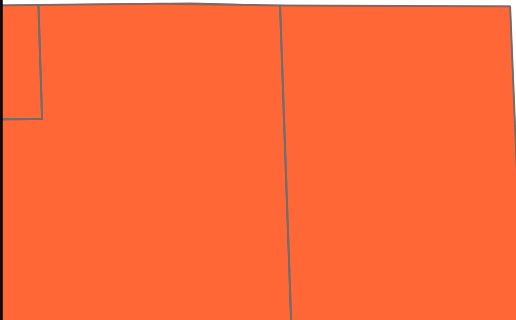
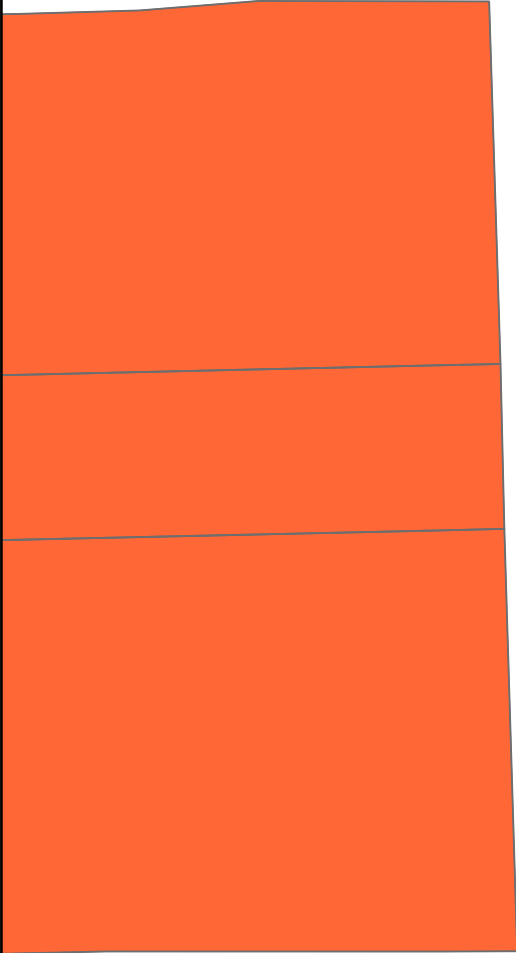
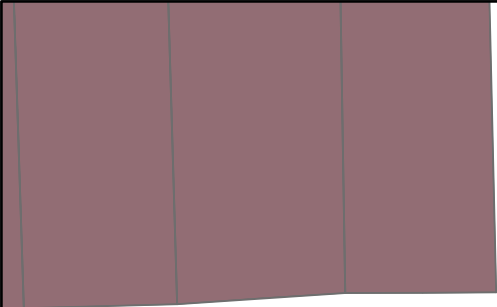
Good Morning.

I am reaching out to obtain information on opening up a smoke shop in the city of Leander at [106 W Willis St Suite C](#).

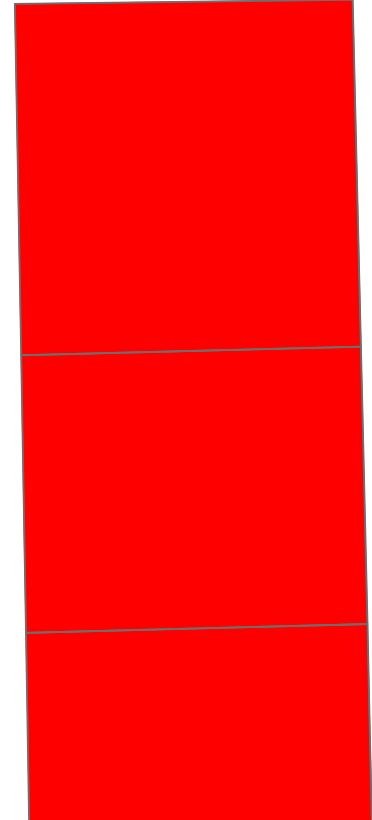
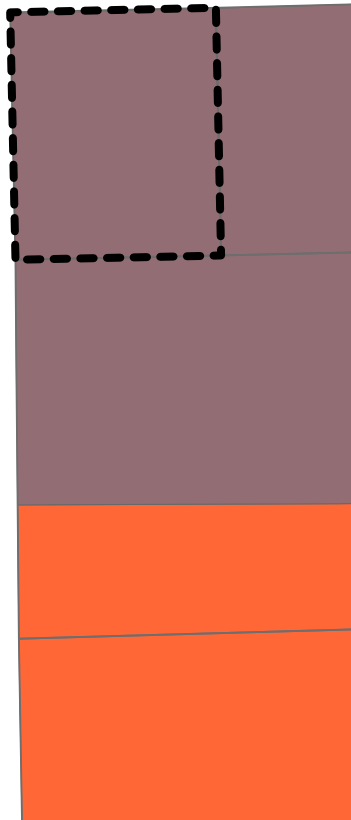
I see there was previously a smoke shop there but it has been shut down. The vacant location is connected to a Bar and right across the street from City of Leander Office Building and Municipal Hall and I am just asking if the city is ok with us opening up a smoke shop there without any issues from the city.

Please respond and let me know if we are ok with moving forward and give me a call at (225) 439-9750 if there are any concerns or questions you guys might have.

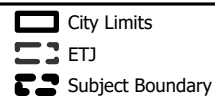
Thank You!



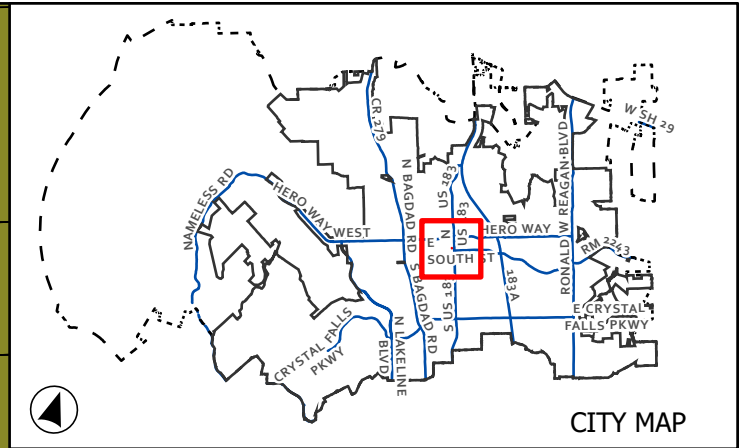
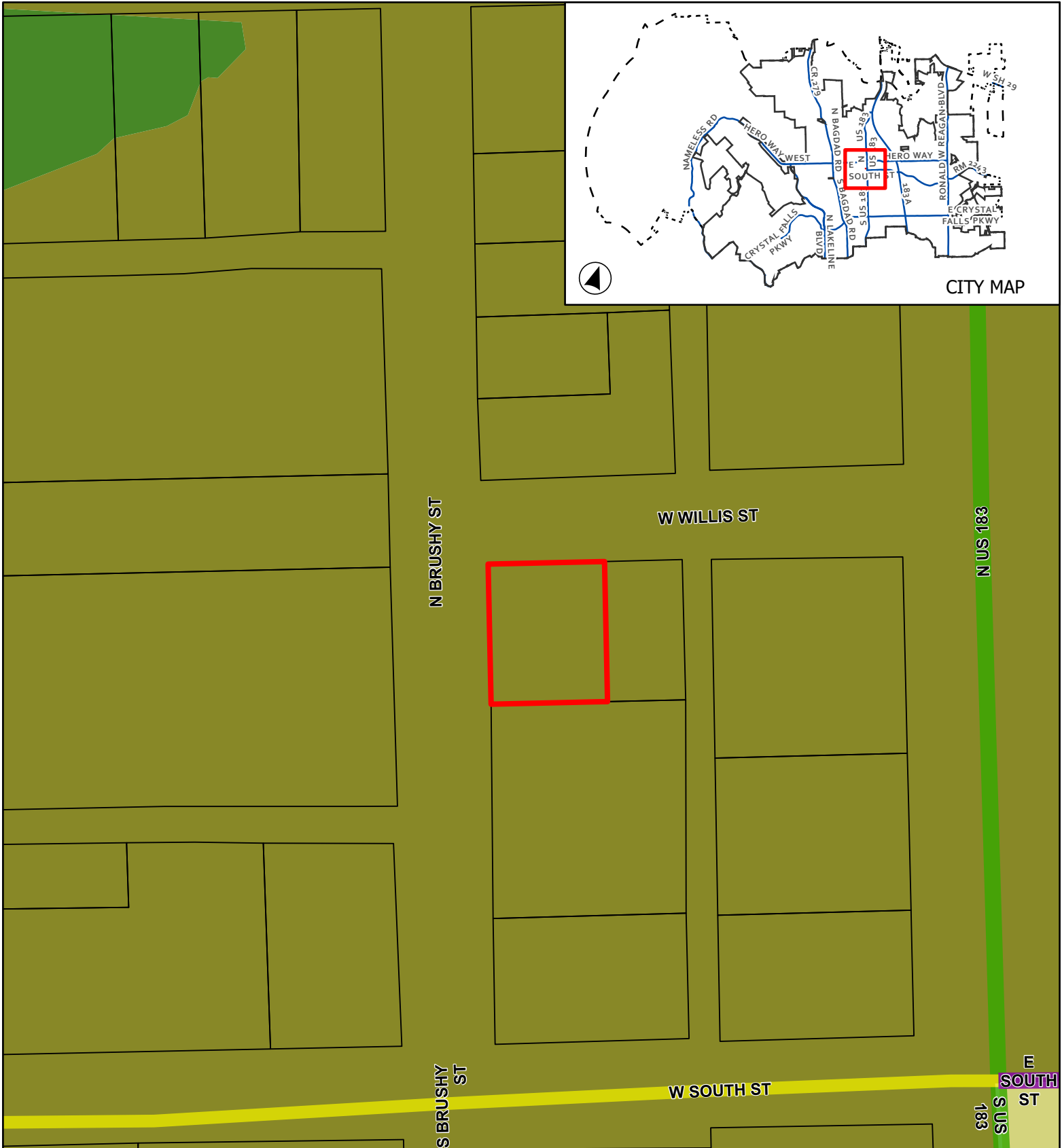
the 1990s, the number of people in the world who are under 15 years of age is expected to increase from 1.1 billion to 1.5 billion. The number of people aged 65 and over is expected to increase from 200 million to 400 million. The number of people aged 15-64 is expected to increase from 2.5 billion to 3.5 billion. The number of people aged 65 and over is expected to increase from 200 million to 400 million. The number of people aged 15-64 is expected to increase from 2.5 billion to 3.5 billion. The number of people aged 65 and over is expected to increase from 200 million to 400 million.



**PARADOX SMOKE SHOP
SPECIAL USE PERMIT**



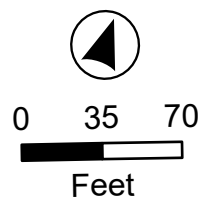
This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.



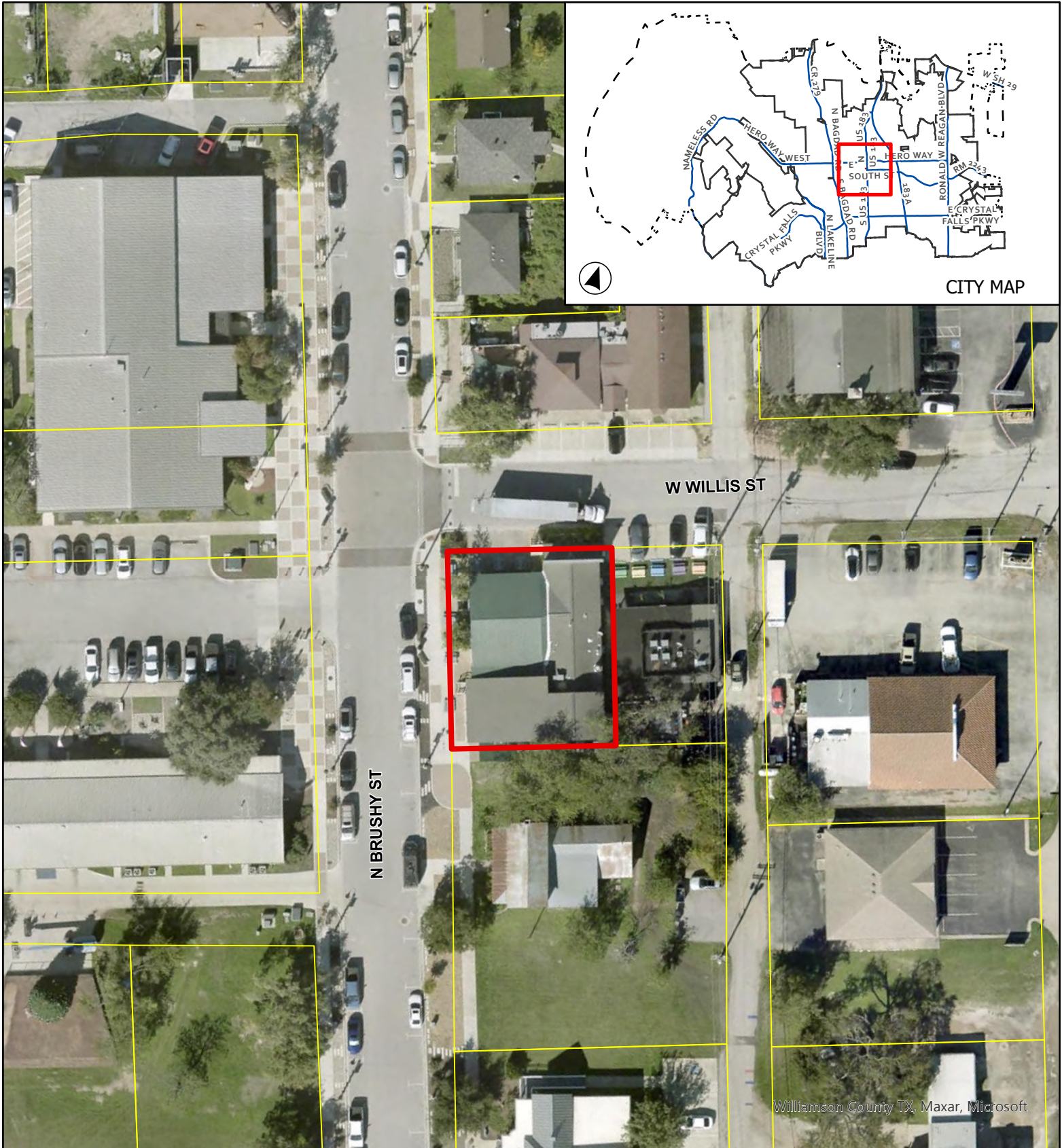
CASE: Z-25-0165 ATTACHMENT 3 PARADOX SMOKE SHOP SPECIAL USE PERMIT

Future Land Use Map

This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.



- ETJ Boundary
- Leander City Limits
- Subject Boundary
- Arterial 6 Lane, Existing
- Arterial 4 Lane, Existing
- Collector, Existing
- Old Town
- Urban Mixed Use
- Greenway



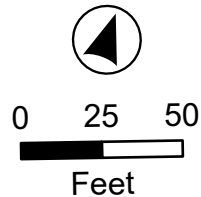
CASE: Z-25-0165

ATTACHMENT 5

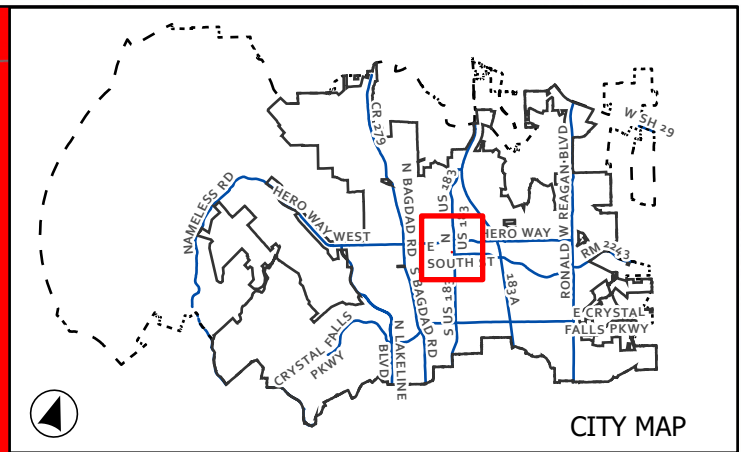
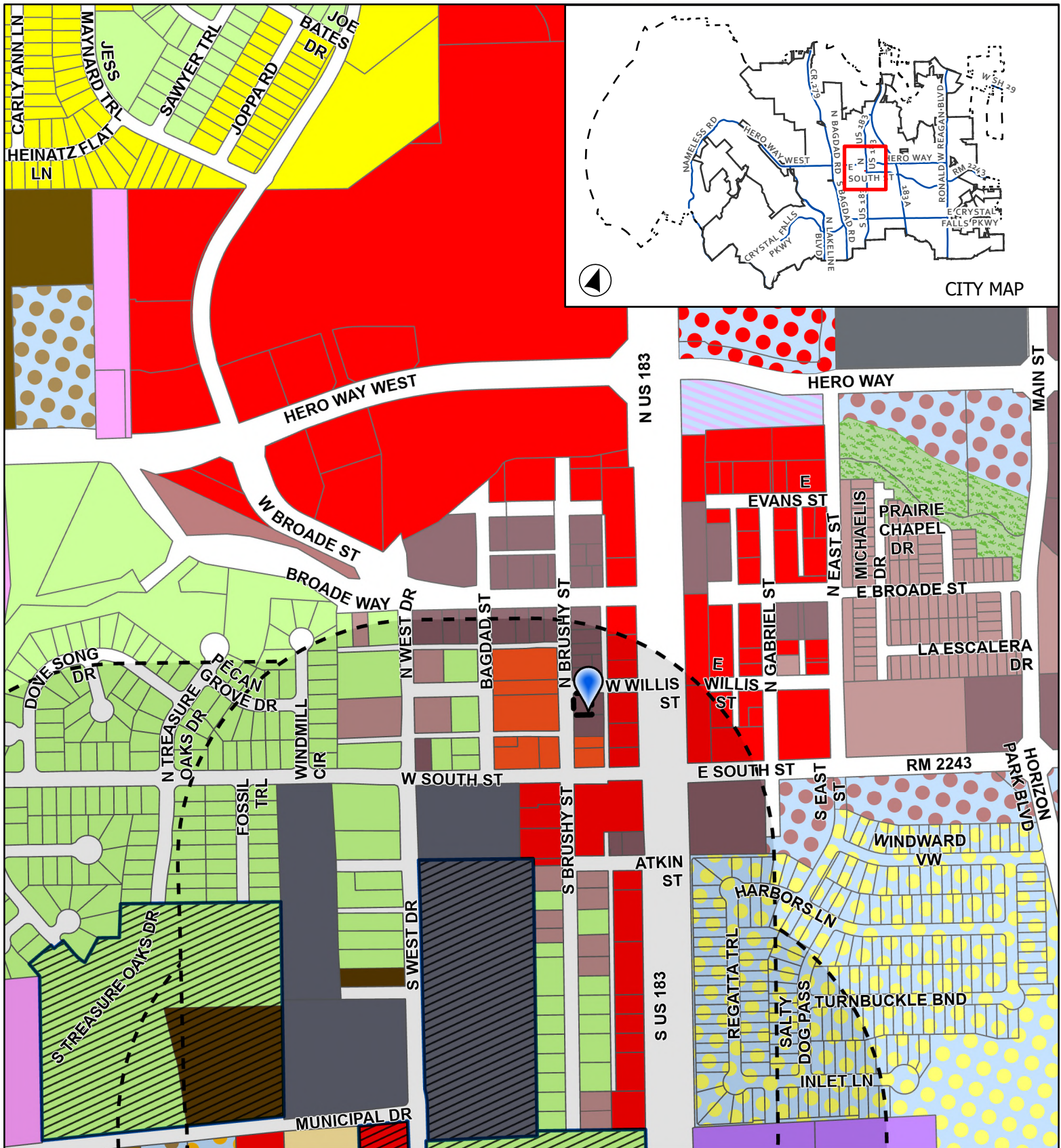
PARADOX SMOKE SHOP
SPECIAL USE PERMIT

Aerial Map

This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.



- Leander City Limits
- Subject Boundary



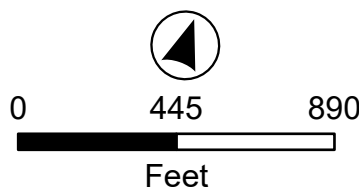
CASE: Z-25-0165

ATTACHMENT 6

PARADOX SMOKE SHOP
SUP

Ordinance Analysis

This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.



- City Limits
- ETJ
- Subject Boundary
- 1000' Buffer
- Public
- Vape Shops

APPLICANT'S SUMMARY OF NEIGHBORHOOD COMMUNICATIONS

1. How and when were the surrounding neighborhood and residential property owners within 500' notified, how was information shared, and who was directly involved in the communication process? Please provide the address of the properties notified and the name and contact information of the residents directly involved in the communication process. Attach any materials that were distributed.

The Owner walked door to door to speak with the surrounding neighbors. Furthermore, letters have been mailed

to the residential property owners within 500' Please refer to attached list of addresses that letters were sent

The Owner went door to door and the owners at the below 4 properties could not be notified. The owner checked with the surrounding neighbors and determined the below 4 properties stayed vacant from a long time.

Property ID: R036075 , Property ID: R036076 , Property ID: R036079 , Property ID: R036087

2. Who was notified (i.e. property owners, HOA, etc)? The HOA and/or a representative if there is no organized HOA must be contacted, if applicable. Provide a separate sheet listing the contact information used including the names and addresses of the individuals.

Please see attached list of property owners. (Updated Property Owners List attached)

3. What concerns were raised during these communications?

None.

4. What specific conditions were added to or modified within the zoning request in response to the concerns raised at the meeting?

None.

The above information is deemed to be true to the best of my knowledge.

Signature: _____



Date 02/17/2025



**MINUTES
PLANNING & ZONING COMMISSION MEETING
CITY OF LEANDER, TEXAS**

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, May 8, 2025
Regular Meeting at 6:00 PM



**Place 1 – Donnie Mahan
Place 2 – Joseph Morales
Place 3 – Vacant
Place 4 – Tara LeDay**

**Place 5 – James Oliver, Chair
Place 6 – Laura Lantrip
Place 7 – Scott Calame, Vice-Chair
Staff Liaison – Robin Griffin**

REGULAR MEETING

1. Call to Order.
Meeting was called to order at 6:00 p.m.
2. Roll Call.
All commissioners present except Commissioner Joseph Morales.
3. Swearing in of Planning & Zoning Commissioner Karen Lewis.
4. Director's report to the Planning & Zoning Commission on action taken by City Council on the May 1, 2025 meeting.
5. Review of meeting protocol.
6. Public comments on items not listed in the agenda.

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

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

No one wished to speak.

CONSENT AGENDA: ACTION

Motion to approve Consent Agenda items 7-10.

By: Board Member Lantrip
Seconded: Board Member Mahan

Vote: 6-0

7. Approval of the minutes for meeting held on April 24, 2025.
8. Approval of the extension of the application expiration for Subdivision Case FP-23-0081 Gabriels Horn Development; more particularly described by Williamson Central Appraisal District Parcels R473804,

R500871, R022218, and R500872, generally located northwest of the intersection of Ronald W. Reagan Boulevard and Gabriels Horn Road, Leander, Williamson County, Texas.

9. Approval of the extension of the completion of Subdivision Case PICP-22-0008 regarding the water and wastewater improvements along 3219 N. Lakeline Boulevard, more particularly described by Williamson County, Texas.
10. Approval of the extension of the application expiration for Subdivision Case PICP-22-0020 Northline Block O Construction Plans; more particularly described by Williamson Central Appraisal District Parcels R517094 and R031604, generally located southwest of the intersection of Main Street and William Parker Street, Leander, Williamson County, Texas.
11. Approval of the extension of the application expiration for Subdivision Case PICP-23-0079 regarding Gabriels Horn Development on three (3) parcels of land 16.372 acres $\pm$ in size, more particularly described by Williamson County Appraisal District Parcels R473804, R500871, R022218, and R500872; generally located Williamson, Leander, Williamson County, Texas.

PUBLIC HEARING: ACTION

12. Conduct a Public Hearing regarding Special Use Case Z-25-0165 to consider action on a Special Use Permit to allow for a smoke shop on one (1) parcel of land approximately 0.155 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcel R036105; and commonly known as 106 W. Willis Street, Leander, Williamson County, Texas. Applicant/Agent: Paradox 2025, LLC. (Sayed Khalid Sadat) on behalf of Krasniqi Real Estate Holdings, LLC. (Taulant Krasniqi).

- Discuss and consider action regarding Zoning Case Z-25-0165 as described above.

Public Hearing opened at 6:08 p.m.; Public Hearing closed at 6:10 p.m.; following discussion.

Anita Chumnanvech, 708 Palamos Drive, Leander, TX 78641, spoke against the request.

Motion to deny Zoning request Z-25-0165.

By: Board Member Mahan

Seconded: Board Member Lantrip

Vote: 5 - 1 (Board Member Calame)

13. Conduct a Public Hearing and consider action regarding Ordinance Case OR-25-0030 to amend the Composite Zoning Ordinance to adopt standards and a permitting process associated with micro-trenching, and to provide for related matters; Williamson & Travis Counties, Texas.

- Discuss and consider action regarding Ordinance Case OR-25-0030 as described above.

Public Hearing opened at 6:42 p.m.; Public Hearing closed at 6:44 p.m.; following discussion.

Bird Holmquist, 816 Congress Ave, Suite 1100, Austin, TX 78701 spoke in favor of the request.

Motion to approve Ordinance case OR-25-0030.

By: Board Member Calame

Seconded: Board Member Lewis

Vote: 6-0

REGULAR AGENDA

14. Discuss and consider action on Tree Removal Case TRP-25-0036 regarding the removal of six (6) Significant Trees associated with the Techtown Office Warehouse Site Development Project (SD-24-0250), commonly known as 2901 Hero Way, Leander, Williamson County, Texas.

Motion to approved Tree Removal Permit TRP-25-0036; following discussion.

By: Board Member LeDay

Seconded: Board Member Lantrip

Vote: 6-0

15. Adjournment
Meeting adjourned at 7:11 p.m.

APPROVED

CHAIR

ATTEST:

STAFF LIAISON

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS, AMENDING THE ZONING ORDINANCE BY APPROVING THE PARADOX SMOKE SHOP SPECIAL USE PERMIT TO ALLOW FOR A SMOKE SHOP; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the owner of the property described herein after (the "Property") has requested that the Property be rezoned;

WHEREAS, after giving at least ten (10) days written notice to the owners of land within two hundred (200') feet of the Property, the Planning & Zoning Commission held a public hearing on the proposed rezoning and forwarded its recommendation on the rezoning to the City Council; and

WHEREAS, after publishing notice of the public hearing at least fifteen (15) days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Zoning Ordinance. Ordinance No. 05-018-00, as amended, the City of Leander Composite Zoning Ordinance (the "Zoning Ordinance" or "Code"), is hereby modified and amended by rezoning the Property as set forth in Section 3.

SECTION 3. Applicability. This ordinance applies to the following parcel of land, which is herein referred to as the "Property". That certain parcel of land being including 0.155 acres ± in size; being more particularly described in Exhibit "A"; more commonly known as 106 W. Willis Street; identified by Williamson Central Appraisal District tax identification number R036105; more particularly described in Instrument Number 20211692229; recorded in the Official Public Records of Williamson County, Texas.

SECTION 4. Property Rezoned. The Special Use Permit is hereby approved to allow a smoke shop as conceptually shown in Exhibit "A" with the condition that the exterior of the building shall remain in character with the SmartCode and Old Town; and any additional exterior signage shall be limited to signage to be consistent with the SmartCode and Old Town. The term of this permit shall be limited to a time frame of 5 years. At the end of this term, the applicant has the ability to request an extension.

SECTION 5. Recording Zoning Change. The City Council directs the Planning Department to record this zoning classification on the City's official zoning map with the official notation as prescribed by the City's zoning ordinance.

SECTION 6. Severability. Should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

SECTION 7. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Loc. Gov't. Code.

PASSED AND APPROVED on First Reading this the 5 day of June, 2025.

FINALLY PASSED AND APPROVED on this the 17 day of June, 2025.

ATTEST:

THE CITY OF LEANDER, TEXAS:

Dara Crabtree, City Secretary

Christine DeLisle, Mayor



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Discuss and consider action on the Second Reading of an Ordinance regarding Ordinance Case OR-25-0030 to amend the Composite Zoning Ordinance to adopt standards and a permitting process associated with Micro-Trenching, and to provide for related matters; Williamson and Travis Counties, Texas.

BACKGROUND:

This request is the final step in the ordinance process. The city is actively working to improve telecommunication infrastructure standards and installation options to assist in providing reliable telecommunication services to the community. Over time, technology has changed and new means of providing service have been developed. The City has seen an increase in requests for the option to micro-trench for the installation of telecommunication utilities.

Current options for installing conduit and fiber include the following:

1. **Open Trench Construction:** This installation type involves construction of a trench in city right-of-way (ROW) or a Public Utility Easement (PUE) along the planned path for the conduit or cables. The conduit and fiber infrastructure are placed at the bottom of the trench, then the infrastructure is buried, and the area is re-vegetated. This method is the most common means of installation.



2. **Bore Construction:** This type of installation is trenchless and involves drilling a borehole along a planned path to install conduit. The cables are then pulled through the conduit. This method reduces disturbance to existing roadway and utility infrastructure and vegetation.





3. **Aerial Construction:** This type of installation includes over-lashing cables along existing poles within the city.



Micro-Trenching is a technique used to lay cables in a narrow and shallow trench cut into roads and other surfaces. The trench is cut close to the seam where the road meets the curb. Once the line is laid, the trench is filled and the seam is sealed to protect the line while restoring the integrity of the road surface. Staff has received feedback from providers that this technique is more efficient and will increase the availability of fiber to residents.



After reviewing the micro-trenching option for installing telecommunication infrastructure, staff has the following concerns:

1. Micro-Trenching would increase the number of cuts in the pavement and could cause deterioration.
2. This technique allows for faster installation of infrastructure and could result in an increase in the number of permits. Staff may need to be augmented to support the demand.
3. The increase in the number of projects could present challenges from an inspection standpoint. Additional staff may be needed to aid in inspections and monitoring of the installation.
4. Line locations may become challenging.
5. Micro-Trenching could impact future roadway rehabilitation projects. Repairs, including mill and overlay, could damage or remove the infrastructure and cause interruption of service for customers.
6. Service water lines to houses could be damaged at the time of Micro-Trenching.

In an effort to address the above concerns while allowing micro-trenching as an installation option, staff has developed the following Micro-Trenching standards:

1. **Number of Trenches** – The number of trenches shall be limited to one (1) trench per side of roadway. At the time of installation, the service provider will need to trench both sides of the roadway to provide service. This requirement would only allow one provider per street.
2. **Trench Dimensions**– The trench shall be limited to:
 - a. 2.5 inches maximum width
 - b. 10 to 18 inches maximum depth along Local and Collector Roadways
 - c. 12 to 18 inches maximum depth along Arterial Roadways

3. **Restoration after Installation** – After the installation is completed, the area needs to be restored with 1,000-1,200 pounds per square inch flowable fill and asphalt crack sealant, filled the same day as installation.
4. **Warranty** – The provider shall provide a two-year (2) warranty. This warranty may be used if the restoration fails or if there is a failure adjacent to the Micro-Trench or pavement core that resulted in a pavement distress or failure.
5. **Limitations** – The following limitations shall apply:
 - a. Micro-Trenching is not allowed on roadways under warranty. When new streets are constructed and accepted by the City, the developer provides a two-year (2) warranty for their work. Allowing Micro-Trenching on roads under warranty could void the warranty. Attachment 3 includes a current map of areas that are within the two-year (2) warranty period.
 - b. Micro-Trenching is not allowed on roadways without curb and gutter. The trench for the utilities may be provided outside of the pavement in these instances.
 - c. Micro-Trenching is not allowed in concrete streets, valley gutters, or driveways.
 - d. Micro-Trenching may not be installed at perpendicular crossings.
 - e. No more than ten (10) applications per provider may be submitted for review or under construction at the same time.
6. **Effective Date** – This ordinance includes an effective date of sixty (60) days from the approval date to allow additional time for staff to update applications and the permitting software.

COMPREHENSIVE PLAN GOAL

Goal #11 – Integrated and well-planned utility infrastructure to serve desired growth

Strategy 11.1 – Continue to plan ahead of growth through integrated utility infrastructure planning.

Action 11.1.4 – Work with telecommunication providers to facilitate enhanced broadband and 5G wireless service. The importance of technology and a strong internet connection cannot be overstated and is a key element of business retention and recruitment. As became even more apparent during the 2020 COVID-19 pandemic—with more professionals working from home, virtual school, communications and transactions taking place online, and the desire to attract urban professionals to mixed-use areas—this is critical infrastructure for the masses. Work with providers on needed infrastructure locations and coordination to ensure Leander is highly competitive in this regard.

PLANNING & ZONING COMMISSION MEETING:

A representative from AT&T participated in the Planning & Zoning Commission meeting and expressed concerns about the number of trenches permitted by the ordinance and the limitation regarding the number of concurrent applications. Staff is concerned about the degradation of the roads when more trenches are added. In addition, adding more trenches could impact the original micro-trench. The new trench could cut the existing lines installed with the original trench thus causing a disruption in service.

As an option, the Council could consider allowing a second trench if the trenches are a minimum of eighteen (18) inches apart and the utility provider performs an edge mill and overlay of the road after installation. This type of repair would alleviate staff concerns regarding the degradation of the roadway.

HISTORY/TIMELINE:

01/02/2025 - City Council Workshop

05/01/2025 - Staff Update to City Council

05/08/2025 - Planning & Zoning Commission, 1st Reading of the Ordinance

06/05/2025 - City Council, 2nd Public Hearing & 1st Reading of the Ordinance

APPLICANT/AGENT:

City of Leander

RECOMMENDATION:

As part of the evaluation of this request, the City Council has the following options:

1. Approve the proposed ordinance amendments;
2. Deny the proposed ordinance amendments; or
3. Approve modifications to the ordinance standards. This modification could include allowing multiple trenches. Staff recommends that if this option is selected, there is a requirement in place that includes the provider repairing the road through an edge mill and overlay as well as placing the trenches a minimum of eighteen (18) inches apart.

Staff recommends Option 1 listed above – approve the proposed ordinance amendments. This ordinance does include a delayed effective date to allow staff additional time to update applications and checklists as well as the permitting software.

During the meeting of May 8, 2025, the Planning & Zoning Commission recommended approval. The City Council approved the ordinance during the June 5, 2025 meeting with the following changes:

1. Allow up to two trenches as long as the provider installing the second trench repairs the road through an edge mill and overlay as well as places the trenches a minimum of eighteen (18) inches apart;
2. Clarify the minimum dimensions for the trenches; and
3. Allowance for perpendicular crossings on all streets except for arterials.

Staff updated the ordinance to clarify that the two-year (2) warranty is a maintenance bond.

PRESENTER:

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

Attachments:

1. OR-25-0028 Att 1 Micro-Trenching Ordinance Redline 06.13.2025
2. OR-25-0028 Att 2 Ordinance
3. OR-25-0028 Att 3 Subdivision Map
4. OR-25-0030 Att 4 5-8-2025 P & Z Minutes

ARTICLE I. – GENERAL

Sec. 6. Definitions.

City Standard Details and Specifications means a library of City approved drawings and technical data representing typical drainage, transportation, erosion & sedimentation control, and utility appurtenances to be constructed for City acceptance.

Micro-Trenching means a technique used to lay cables in a narrow and shallow trench cut into roads and other surfaces. The trench is cut close to the seam where the road meets the curb. Once the line is laid, the trench is filled, and the seam is sealed to protect the line while restoring the integrity of the road surface.

ARTICLE IX. – SITE DEVELOPMENT

Section 1. General provisions.

(a) *Purpose.* The purpose of this chapter is as follows:

- (1) To establish rules and procedures for the orderly planning and development of commercial sites and residential sites involving more than two (2) dwelling units;
- (2) To provide for a permit separate and distinct from the building permit so that site issues such as drainage, driveways, access, utilities and internal circulation may be resolved without the need for the preparation and review of detailed architectural plans;
- (3) To permit site preparation and drainage improvements without imposing the expense and time burden required for a full building permit;
- (4) To permit the planning of a phased site development without imposing the expense and time burden required for the preparation and review of complete architectural plans for all phases of the development;
- (5) To support extension of reliable broadband, fiber, and internet services.
- ~~(5)(6)~~ To provide development applicants a site development permit to help expedite and enhance success and marketability of the project;
- ~~(6)(7)~~ To provide city staff with procedures for the review and approval of site development;
- ~~(7)(8)~~ To enhance the ability of a developer to obtain financing for a development project;
- ~~(8)(9)~~ To maintain consistency with other area jurisdictions; and
- ~~(9)(10)~~ To simplify and expedite the building permit process.

Sec. 3. Application processing, application expiration, and permitting.

(b) *Expiration of application.*

- a. Prior to an application being accepted for review and processing, an application shall expire on the forty-fifth (45th) day after the date the application is submitted to the City if:
 - (i) The applicant fails to provide documents or other information necessary to comply with requirements relating to the form and content of the application set forth in this Ordinance;
 - (ii) Within ten (10) business days of the date the application is submitted to the City, the City provides the applicant written notice of the failure that specifies the necessary documents or other

information that are missing from the application and the date the application will expire if the documents or other information is not provided; and

- (iii) The applicant fails to provide the specified documents or other information within the time provided in the notice.
- b. After an application is accepted for review and processing, the site development permit application shall expire within nine (9) months of the date that all initial staff review comments from all reviewing departments have been issued on the application if a permit has not been issued due to the applicant's failure to cause the proposed application to comply with applicable city regulations. The Planning Department may grant one six (6) month extension if the applicant can show substantial progress in obtaining a permit. Substantial progress shall consist of, at a minimum, a resubmission of the plans and all relevant materials by the applicant that address all initial staff review comments from all reviewing departments.
- c. If the permit has not been issued after the administrative extension is granted, the Planning & Zoning Commission may consider one (1) additional six (6) month extension if the applicant can show substantial progress towards obtaining a permit. Dry Utility Permit applications that propose Micro-Trenching are not eligible for extensions.

(e) *Permit Expiration.*

- (3) A dry utility permit expires six (6) months after the date of issuance. The applicant may request an additional three (3) month extension by requesting a pre-construction meeting and an extension. Dry utility permits that include Micro-Trenching are not eligible for extensions.

(h) *Dry Utility Permit.*

- (1) Projects that consist solely of the installation of utilities and associated facilities are eligible for review and processing as dry utility permit. A dry utility permit application shall be submitted for review in conformance with all information and materials required by the most recent dry utility permit application/checklist.
 - (i) Dry utilities shall be located underground in the ROW or a public utility easement in accordance with Section 13.01.004 of the Code.
 - (ii) Overlash of utility lines is permitted between existing utility poles where existing lines are present. Overlash means the tying of additional communications facilities to those previously attached to existing utility poles. New lines may not be extended across public ROW or between poles where lines do not already exist.
 - (iii) A utility company shall be required to use trenchless technology such as boring or overlash wherever proposed construction crosses any portion of a paved public street, driveways, sidewalks and the critical root zone of protected trees unless otherwise permitted by this ordinance.
 - (iv) No more than ten (10) applications for Dry Utility Permits per provider may be submitted for review or under construction at the same time.
 - (v) One (1) Micro-Trench is permitted on each side of the roadway against existing curbs in cases that meet the following criteria. A second Micro-Trench may be added as long as the utility provider performs an edge mill and overlay of the road after installation and the second trench is a minimum of eighteen (18") inches from the first Micro-Trench.

- a. Micro-Trenching shall comply with all Standard Details approved as part of the City Standard Details.
- b. Trench Dimensions:
 - i. 2.5 inch maximum width
 - ii. 10" minimum and 18" maximum depth along Local and Collector Roadways
 - iii. 12" minimum and 18" maximum depth along Arterial Roadways
 - iv. If a second Micro-Trench is proposed, this trench shall be placed a minimum of eighteen (18") inches horizontally from the first Micro-Trench.
- c. After completion of Micro-Trenching, the area shall be restored with 1,000-1,200 psi flowable fill and asphalt crack sealant, filled the same day as installation.
- d. Micro-Trenching is not permitted on roadways under warranty.
- e. Micro-Trenching is not permitted on roadways without curb and gutter.
- f. Micro-Trenching is not permitted in concrete streets, valley gutters, paver streets (pavers or stamped asphalt) or driveways.
- ~~a.g.~~ Micro-Trenching shall not be installed at perpendicular crossings on arterials.
Perpendicular crossings are allowed on all other street types.
- h. Structures used to house utility infrastructure and related equipment shall be screened from view of adjacent property using a six (6') foot tall screening wall constructed of one (1) or more of the following materials: brick, stone, cast stone, stucco, factory tinted (not painted) split face concrete masonry unit, textured pre-cast concrete (e.g. Woodcrete) or other similar material approved by the Director of Planning. Variations to the height of the wall may be approved by the Director of Planning to address unique conditions to include varying heights of the equipment.
- i. The applicant must replace any fiber or /conduit that is damaged or destroyed due to any City infrastructure maintenance, operation, or installation activities performed by or caused to be performed on behalf of any and all City of Leander agencies, at the applicant's sole expense. This shall include, but not be limited to, activities necessary to maintain and operate water distribution system, sanitary sewer system, storm water infrastructure, sidewalks, ADA ramps, roadway paving maintenance, signal installation, or other activities that may commence at the sole discretion of the City of Leander.

(2) Application.

- (i) Contractors must carry liability insurance and list the city as additional insured during construction of the project.
- (ii) Door hangers are required to be placed on all houses and/or businesses affected by planned dry utility construction within any subdivisions impacted by the dry utility permit a minimum of fifteen (15) days prior to the start of a dry utility project. These door hangers shall include the name and phone number of the contractor doing the work, the name of the dry utility provider and phone number, and the time frame for the work.

(iii) Maintenance Bond.

- 1. A two (2) year maintenance bond naming the City as obligee shall be provided for all Micro-Trenching work. The maintenance bond shall comply with this subsection and shall be satisfactory to the City Attorney as to form, sufficiency, and manner of execution. ~~in compliance with.~~ The maintenance bond shall assure the quality of materials, workmanship, and all maintenance and repairs for the improvements, including but not limited to any failures of City infrastructure directly related to the fiber or conduit routes in the project areas, providing materials and labor to properly maintain in good condition pavement, sidewalks, curb and gutter, shoulders, ditch lines, and softscape areas (dirt and grass) per City of Leander Standard Details and Specifications, and the City's cost for collecting the guaranteed funds and administering the correction and/or replacement of

covered improvements. The maintenance bond shall be in the amount of \$50,000 and shall require the Surety to notify the City at least fifteen (15) days prior to the end of the first full calendar year, and the lapse of Maintenance coverage at the end of the second full calendar year.

~~2.2.~~ Shall require the Surety to notify the City at least fifteen (15) days prior to the end of the first full calendar year, and the lapse of Maintenance coverage at the end of the second full calendar year.

~~2.3.~~ In an instance where a maintenance bond has been posted and a defect or failure of any required improvement occurs within the period of coverage, the City may declare said bond or surety instrument to be in default and require that the improvements be repaired or replaced.

~~3.4.~~ Whenever a defect or failure of any required improvement occurs within the period of coverage and less than one (1) full year of coverage remains, the City shall require that a new maintenance bond or surety instrument be posted for a period of one (1) full calendar year sufficient to cover the corrected defect or failure.

. (3) *Project close out:*

- (i) A certificate of completion shall be issued upon completion of the project. All construction equipment, spoils, and debris shall be removed and the site shall be revegetated and restored.

(4) *Penalties.*

(i) *Damage to property.*

- 1. If public or private property is damaged during installation of dry utilities, the utility provider, contractor, and/or sub-contractor shall be responsible for repair.
- 2. No additional applications will be accepted for review or permits issued until damage is repaired.

(ii) *Work without permit.*

- 1. No additional applications will be accepted for review or permits issued until the plans are submitted and a permit is issued.

- (iii) *Stagnant project.* If works stops for more than two (2) weeks, all construction equipment, spoils, and debris shall be removed and the site shall be revegetated and restored.

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS, AMENDING THE COMPOSITE ZONING ORDINANCE TO ADOPT STANDARDS AND A PERMITTING PROCESS ASSOCIATED WITH MICRO-TRENCHING WIRELESS COMMUNICATION FACILITIES; PROVIDING A SEVERABILITY CLAUSE, PROVIDING SAVINGS, EFFECTIVE DATE AND OPEN MEETINGS CLAUSES, AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the Planning & Zoning Commission held a public hearing on the proposed amendments to Section 14.02.001, Article 14.02, Chapter 14, Leander Code of Ordinances (the “Composite Zoning Ordinance”), and forwarded its recommendation on the amendments to the City Council; and

WHEREAS, after publishing notice of the public hearing at least fifteen (15) days prior to the date of such hearing, the City Council at a public hearing has reviewed the proposed amendments and finds that the adoption of the amendments promotes the public health, safety, and welfare;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact. The City Council hereby further finds and determines that the rules, regulations, terms, conditions, provisions and requirements of this ordinance are reasonable and necessary to protect the public health, safety and quality of life.

SECTION 2. Amendment of Article I, Section 6. Article I, Section 6 of the Composite Zoning Ordinance is hereby amended to add the following definitions:

City Standard Details and Specifications means a library of City approved drawings and technical data representing typical drainage, transportation, erosion & sedimentation control, and utility appurtenances to be constructed for City acceptance.

Micro-Trenching means a technique used to lay cables in a narrow and shallow trench cut into roads and other surfaces. The trench is cut close to the seam where the road meets the curb. Once the line is laid, the trench is filled, and the seam is sealed to protect the line while restoring the integrity of the road surface.

SECTION 3. Amendment of Article IX, Section 1(a). Article IX, Section 1(a) of the Composite Zoning Ordinance is hereby amended to read as follows:

Section 1. General provisions.

(a) *Purpose.* The purpose of this chapter is as follows:

- (1) To establish rules and procedures for the orderly planning and development of commercial sites and residential sites involving more than two (2) dwelling units;
- (2) To provide for a permit separate and distinct from the building permit so that site issues such as drainage, driveways, access, utilities and internal circulation may be resolved without the need for the preparation and review of detailed architectural plans;
- (3) To permit site preparation and drainage improvements without imposing the expense and time burden required for a full building permit;
- (4) To permit the planning of a phased site development without imposing the expense and time burden required for the preparation and review of complete architectural plans for all phases of the development;
- (5) To support extension of reliable broadband, fiber, and internet services.
- (6) To provide development applicants a site development permit to help expedite and enhance success and marketability of the project;
- (7) To provide city staff with procedures for the review and approval of site development;
- (8) To enhance the ability of a developer to obtain financing for a development project;
- (9) To maintain consistency with other area jurisdictions; and
- (10) To simplify and expedite the building permit process.

SECTION 4. Amendment of Article IX, Section 3(b). Article IX, Section 3(b) of the Composite Zoning Ordinance is hereby amended to read as follows:

(b) *Expiration of application.*

- (1) Prior to an application being accepted for review and processing, an application shall expire on the forty-fifth (45th) day after the date the application is submitted to the City if:
 - (i) The applicant fails to provide documents or other information necessary to comply with requirements relating to the form and content of the application set forth in this Ordinance;
 - (ii) Within ten (10) business days of the date the application is submitted to the City, the City provides the applicant written notice of the failure that specifies the necessary documents or other information that are missing from the application and the date the application will expire if the documents or other information is not provided; and
 - (iii) The applicant fails to provide the specified documents or other information within the time provided in the notice.
- (2) After an application is accepted for review and processing, the site development permit application shall expire within nine (9) months of the date that all initial staff review comments from all reviewing departments have been issued on the application if a permit has not been issued due to the applicant's failure to cause the proposed application to comply with applicable city regulations. The Planning Department may grant one six (6) month extension if the applicant can show substantial progress in obtaining a permit. Substantial progress shall consist of, at a

minimum, a resubmission of the plans and all relevant materials by the applicant that address all initial staff review comments from all reviewing departments.

- (3) If the permit has not been issued after the administrative extension is granted, the Planning & Zoning Commission may consider one (1) additional six (6) month extension if the applicant can show substantial progress towards obtaining a permit. Dry Utility Permit applications that propose Micro-Trenching are not eligible for extensions.

SECTION 5. Amendment of Article IX, Section 3(e)(3). Article IX, Section 3(e)(3) of the Composite Zoning Ordinance is hereby amended to read as follows:

(e) *Permit Expiration.*

- (3) A dry utility permit expires six (6) months after the date of issuance. The applicant may request an additional three (3) month extension by requesting a pre-construction meeting and an extension. Dry utility permits that include Micro-Trenching are not eligible for extensions.

SECTION 6. Amendment of Article IX, Section 3(h). Article IX, Section 3(h) of the Composite Zoning Ordinance is hereby amended to read as follows:

- (1) Projects that consist solely of the installation of utilities and associated facilities are eligible for review and processing as dry utility permit. A dry utility permit application shall be submitted for review in conformance with all information and materials required by the most recent dry utility permit application/checklist.
 - (i) Dry utilities shall be located underground in the ROW or a public utility easement in accordance with Section 13.01.004 of the Code.
 - (ii) Overlash of utility lines is permitted between existing utility poles where existing lines are present. Overlash means the tying of additional communications facilities to those previously attached to existing utility poles. New lines may not be extended across public ROW or between poles where lines do not already exist.
 - (iii) A utility company shall be required to use trenchless technology such as boring or overlash wherever proposed construction crosses any portion of a paved public street, driveways, sidewalks and the critical root zone of protected trees.
 - (iv) No more than ten (10) applications for Dry Utility Permits per provider may be submitted for review or under construction at the same time.
 - (v) One (1) Micro-Trench is permitted on each side of the roadway against existing curbs in cases that meet the following criteria. A second Micro-Trench may be added as long as the utility provider performs an edge mill and overlay of the road after installation and the second trench is a minimum of eighteen (18") inches from the first Micro-Trench.
 - a. Micro-Trenching shall comply with all Standard Details approved as part of the City Standard Details.

- b. Trench Dimensions:
 - i. 2.5 inch maximum width
 - ii. 10" minimum and 18" maximum depth along Local and Collector Roadways
 - iii. 12" minimum and 18" maximum depth along Arterial Roadways
 - iv. If a second Micro-Trench is proposed, this trench shall be placed a minimum of eighteen (18") inches horizontally from the first Micro-Trench.
- c. After completion of Micro-Trenching, the area shall be restored with 1,000-1,200 psi flowable fill and asphalt crack sealant, filled the same day as installation.
- d. Micro-Trenching is not permitted on roadways under warranty.
- e. Micro-Trenching is not permitted on roadways without curb and gutter.
- f. Micro-Trenching is not permitted in concrete streets, valley gutters, paver streets (pavers or stamped asphalt) or driveways.
- g. Micro-Trenching shall not be installed at perpendicular crossings on arterials, perpendicular crossings are allowed on all other street types.
- h. Structures used to house utility infrastructure and related equipment shall be screened from view of adjacent property using a six (6') foot tall screening wall constructed of one (1) or more of the following materials: brick, stone, cast stone, stucco, factory tinted (not painted) split face concrete masonry unit, textured pre-cast concrete (e.g. Woodcrete) or other similar material approved by the Director of Planning. Variations to the height of the wall may be approved by the Director of Planning to address unique conditions to include varying heights of the equipment.
- i. The applicant must replace any fiber or conduit that is damaged or destroyed due to any City infrastructure maintenance, operation, or installation activities performed by or caused to be performed on behalf of any and all City of Leander agencies, at the applicant's sole expense. This shall include, but not be limited to, activities necessary to maintain and operate water distribution system, sanitary sewer system, storm water infrastructure, sidewalks, ADA ramps, roadway paving maintenance, signal installation, or other activities that may commence at the sole discretion of the City of Leander.

(2) Application.

- (i) Contractors must carry liability insurance and list the city as additional insured during construction of the project.
- (ii) Door hangers are required to be placed on all houses and/or businesses affected by planned dry utility construction a minimum of fifteen (15) days prior to the start of a dry utility project. These door hangers shall include the name and phone number of the contractor doing the work, the name of the dry utility provider and phone number, and the time frame for the work.
- (iii) Maintenance Bond.

1. A two (2) year maintenance bond naming the City as obligee shall be provided for all Micro-Trenching work. The maintenance bond shall comply with this subsection and shall be satisfactory to the City Attorney as to form, sufficiency, and manner of execution. . The maintenance bond shall assure the quality of materials, workmanship, and all maintenance and repairs for the improvements, including but not limited to any failures of City infrastructure directly related to the fiber or conduit routes in the project areas, providing materials and labor to properly maintain in good condition pavement, sidewalks, curb and gutter, shoulders, ditch lines, and softscape areas (dirt and grass) per City Standard Details and Specifications, and the City's cost for collecting the guaranteed funds and administering the correction and/or replacement of covered improvements. The maintenance bond shall be in the amount of \$50,000 and shall require the Surety to notify the City at least fifteen (15) days prior to the end of the first full calendar year, and the lapse of Maintenance coverage at the end of the second full calendar year.
2. Shall require the Surety to notify the City at least fifteen (15) days prior to the end of the first full calendar year, and the lapse of Maintenance coverage at the end of the second full calendar year.
3. In an instance where a maintenance bond has been posted and a defect or failure of any required improvement occurs within the period of coverage, the City may declare said bond or surety instrument to be in default and require that the improvements be repaired or replaced.
4. Whenever a defect or failure of any required improvement occurs within the period of coverage and less than one (1) full year of coverage remains, the City shall require that a new maintenance bond or surety instrument be posted for a period of one (1) full calendar year sufficient to cover the corrected defect or failure.

(3) Project close out.

- (i) A certificate of completion shall be issued upon completion of the project. All construction equipment, spoils, and debris shall be removed and the site shall be revegetated and restored.

(4) Penalties.

- (i) Damage to property.
 1. If public or private property is damaged during installation of dry utilities, the utility provider, contractor, and/or sub-contractor shall be responsible for repair.
 2. No additional applications will be accepted for review or permits issued until damage is repaired.
- (ii) Work without permit.
 1. No additional applications will be accepted for review or permits issued until the plans are submitted and a permit is issued.

- (iii) Stagnant project. If works stops for more than two (2) weeks, all construction equipment, spoils, and debris shall be removed and the site shall be revegetated and restored.

SECTION 7. Conflicting Ordinances. Section 1, Article IV of the Composite Zoning Ordinance is amended as provided herein. All ordinances or parts thereof conflicting or inconsistent with the provisions of this ordinance as adopted herein, are hereby amended to the extent of such conflict. In the event of a conflict or inconsistency between this ordinance and any other code or ordinance of the City, the terms and provisions of this ordinance shall govern.

SECTION 8. Savings Clause. All rights and remedies of the City of Leander are expressly saved as to any and all violations of the provisions of any ordinances affecting zoning within the City which have accrued at the time of the effective date of this ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this ordinance but may be prosecuted until final disposition by the courts.

SECTION 9. Severability. Should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

SECTION 10. Effective Date. This ordinance after its passage and publication in accordance with the provisions of the Tex. Loc. Gov't. Code shall take effect on September 17, 2025.

SECTION 11. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Loc. Gov't. Code.

PASSED AND APPROVED on First Reading this the 5 day of June, 2025.

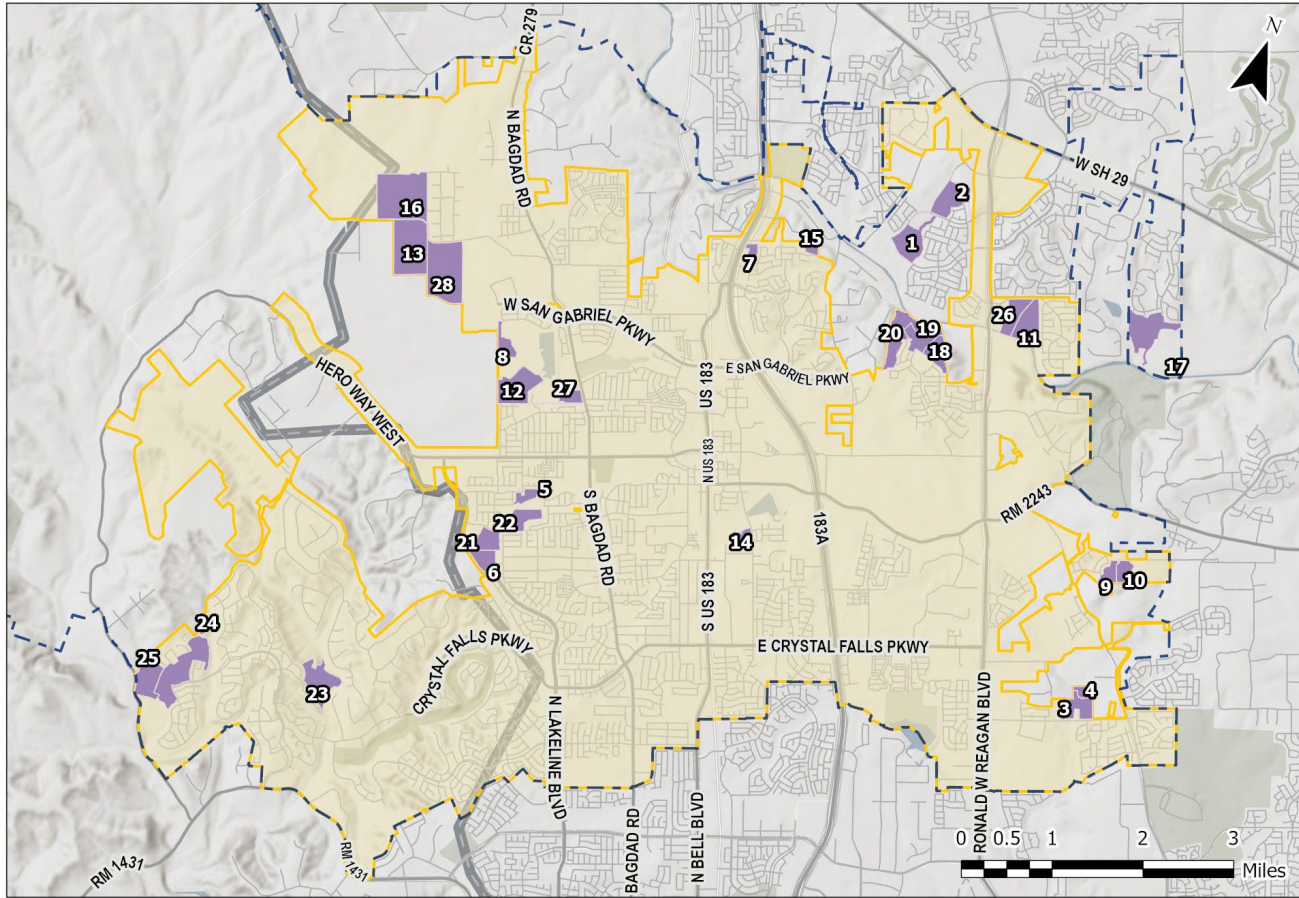
FINALLY PASSED AND APPROVED on this the 17 day of June, 2025.

ATTEST:

THE CITY OF LEANDER, TEXAS:

Dara Crabtree, City Secretary

Christine DeLisle, Mayor



No. Subdivision	Project Number	Date
1 Bar W Ranch W Phase 10	PICP-22-0016	6/20/2024
2 Bar W Ranch W Phase 7	21-PICP033	12/7/2023
3 Barksdale Phase 1	PICP-22-0029	4/18/2024
4 Barksdale Phase 2	PICP-23-0085	12/5/2024
5 Carneros Ranch Section 6	19-PICP-024	7/6/2023
6 Cedar Brook	21-PICP-034	10/10/2023
7 Cottages at San Gabriel	20-TOD-PICP-047	11/2/2023
8 Crystal Village Phase 1A	11-PICP-002	7/6/2023
9 Devine Lake Phase 4	PICP-21-0029	10/3/2024
10 Edgewood Phase 1 Section 2	PICP-21-0035	5/2/2024
11 Edgewood Phase 2 Section 1	PICP-21-0039	4/17/2025
12 Fairways at Crystal Falls Phase 2 Sections 5 & 8	19-PICP-019	7/6/2023
13 Garlock Subdivision	PICP-22-0021	5/2/2024
14 Hawke's Landing North Phase 2	21-PICP-019	8/17/2025
15 Hilltop Ranch	PICP-22-0014	4/3/2025
16 Horizon Lake Phase 3 Sections 1 & 2	21-PICP-043	7/6/2023
17 Jordan Tract	22-PICP-002	7/6/2023
18 Leander Estates	PICP-22-0012	11/7/2024
19 Lively Tract Phase 4	21-PICP-027	12/7/2023
20 Monarch Phase 1	21-PICP-030	9/21/2025
21 Palmera Bluff Section 2	20-PICP-024	7/6/2023
22 Palmera Bluff Section 4	20-PICP-024	7/6/2023
23 Palmera Bluff Sections 7-8	PICP-22-0003	10/17/2024
24 Parkside Village	20-PICP-040	7/20/2023
25 Rosenbusch Ranch Phase 2	20-PICP-041	8/3/2023
26 Rosenbusch Ranch Phase 3	21-PICP-007	7/9/2024
27 The Fairways at Crystal Falls Section 2 Phase 4	18-PICP-038	10/10/2023
28 Travisso Phase 3 Section 10	PICP-22-0013	2/6/2025
29 Travisso Phase 4 Section 6A & 6B	PICP-23-0080	7/6/2023
30 Travisso Phase 4 Sections 7-8 & Phase 5 Section 3	PICP-22-0003	10/17/2024
31 Valley Vista East Phase 2	21-PICP-038	10/10/2023
32 Williams Tract	PICP-22-0034	7/18/2024
33 Woodland Estates Phase 1	PICP-23-0054	3/6/2025



Subdivisions Not Eligible for Micro-Trenching

ATTACHMENT #3 - SUBDIVISION MAP

Updated:
05/21/2025
Page 467 of 474



**MINUTES
PLANNING & ZONING COMMISSION MEETING
CITY OF LEANDER, TEXAS**

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, May 8, 2025
Regular Meeting at 6:00 PM



**Place 1 – Donnie Mahan
Place 2 – Joseph Morales
Place 3 – Vacant
Place 4 – Tara LeDay**

**Place 5 – James Oliver, Chair
Place 6 – Laura Lantrip
Place 7 – Scott Calame, Vice-Chair
Staff Liaison – Robin Griffin**

REGULAR MEETING

1. Call to Order.
Meeting was called to order at 6:00 p.m.
2. Roll Call.
All commissioners present except Commissioner Joseph Morales.
3. Swearing in of Planning & Zoning Commissioner Karen Lewis.
4. Director's report to the Planning & Zoning Commission on action taken by City Council on the May 1, 2025 meeting.
5. Review of meeting protocol.
6. Public comments on items not listed in the agenda.

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

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

No one wished to speak.

CONSENT AGENDA: ACTION

Motion to approve Consent Agenda items 7-10.

By: Board Member Lantrip
Seconded: Board Member Mahan

Vote: 6-0

7. Approval of the minutes for meeting held on April 24, 2025.
8. Approval of the extension of the application expiration for Subdivision Case FP-23-0081 Gabriels Horn Development; more particularly described by Williamson Central Appraisal District Parcels R473804,

R500871, R022218, and R500872, generally located northwest of the intersection of Ronald W. Reagan Boulevard and Gabriels Horn Road, Leander, Williamson County, Texas.

9. Approval of the extension of the completion of Subdivision Case PICP-22-0008 regarding the water and wastewater improvements along 3219 N. Lakeline Boulevard, more particularly described by Williamson County, Texas.
10. Approval of the extension of the application expiration for Subdivision Case PICP-22-0020 Northline Block O Construction Plans; more particularly described by Williamson Central Appraisal District Parcels R517094 and R031604, generally located southwest of the intersection of Main Street and William Parker Street, Leander, Williamson County, Texas.
11. Approval of the extension of the application expiration for Subdivision Case PICP-23-0079 regarding Gabriels Horn Development on three (3) parcels of land 16.372 acres $\pm$ in size, more particularly described by Williamson County Appraisal District Parcels R473804, R500871, R022218, and R500872; generally located Williamson, Leander, Williamson County, Texas.

PUBLIC HEARING: ACTION

12. Conduct a Public Hearing regarding Special Use Case Z-25-0165 to consider action on a Special Use Permit to allow for a smoke shop on one (1) parcel of land approximately 0.155 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcel R036105; and commonly known as 106 W. Willis Street, Leander, Williamson County, Texas. Applicant/Agent: Paradox 2025, LLC. (Sayed Khalid Sadat) on behalf of Krasniqi Real Estate Holdings, LLC. (Taulant Krasniqi).

- Discuss and consider action regarding Zoning Case Z-25-0165 as described above.

Public Hearing opened at 6:08 p.m.; Public Hearing closed at 6:10 p.m.; following discussion.

Anita Chumnanvech, 708 Palamos Drive, Leander, TX 78641, spoke against the request.

Motion to deny Zoning request Z-25-0165.

By: Board Member Mahan

Seconded: Board Member Lantrip

Vote: 5 - 1 (Board Member Calame)

13. Conduct a Public Hearing and consider action regarding Ordinance Case OR-25-0030 to amend the Composite Zoning Ordinance to adopt standards and a permitting process associated with micro-trenching, and to provide for related matters; Williamson & Travis Counties, Texas.

- Discuss and consider action regarding Ordinance Case OR-25-0030 as described above.

Public Hearing opened at 6:42 p.m.; Public Hearing closed at 6:44 p.m.; following discussion.

Bird Holmquist, 816 Congress Ave, Suite 1100, Austin, TX 78701 spoke in favor of the request.

Motion to approve Ordinance case OR-25-0030.

By: Board Member Calame

Seconded: Board Member Lewis

Vote: 6-0

REGULAR AGENDA

14. Discuss and consider action on Tree Removal Case TRP-25-0036 regarding the removal of six (6) Significant Trees associated with the Techtown Office Warehouse Site Development Project (SD-24-0250), commonly known as 2901 Hero Way, Leander, Williamson County, Texas.

Motion to approved Tree Removal Permit TRP-25-0036; following discussion.

By: Board Member LeDay

Seconded: Board Member Lantrip

Vote: 6-0

15. Adjournment
Meeting adjourned at 7:11 p.m.

APPROVED

CHAIR

ATTEST:

STAFF LIAISON



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Discuss and consider action on moving the January 1, 2026 regular council meeting to January 6, 2026 due to holiday of New Year's Day and scheduling 2025 and 2026 Council Retreat dates.

BACKGROUND:

Viewing the upcoming 2026 calendar, it appears only the January 1, 2026, regular meeting conflicts with a holiday. It has been recent practice to move regular meetings that conflict with a holiday to the Tuesday of the following week, which would be January 6, 2026.

In addition, this item will provide the City Council with an opportunity to determine if they wish to continue to hold the winter retreat on the last Friday of January along with the summer retreat on the last Friday and Saturday of July.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

PRESENTER:

Fiscal Impact

Attachments:

1. 2026-calendar-with-holidays

2026

January

S	M	T	W	T	F	S
				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

February

S	M	T	W	T	F	S
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

March

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July

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19	20	21	22	23	24	25
26	27	28	29	30	31	

August

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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

S	M	T	W	T	F	S
		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		

2026 Holidays for United States

Jan 1 New Year's Day
 Jan 19 Martin Luther King Jr. Day
 Feb 14 Valentine's Day
 Feb 16 Washington's Birthday
 Mar 17 St. Patrick's Day
 Apr 5 Easter Sunday
 Apr 15 Tax Day
 Apr 22 Administrative Professionals Day

May 10 Mother's Day
 May 25 Memorial Day
 Jun 19 Juneteenth
 Jun 21 Father's Day
 Jul 3 Independence Day (substitute day)
 Jul 4 Independence Day
 Sep 7 Labor Day
 Oct 12 Columbus Day

Oct 31 Halloween
 Nov 11 Veterans Day
 Nov 26 Thanksgiving Day
 Nov 27 Day after Thanksgiving Day
 Dec 24 Christmas Eve
 Dec 25 Christmas Day
 Dec 31 New Year's Eve



EXECUTIVE SUMMARY
6/17/2025

AGENDA SUBJECT:

Discuss and consider action on the appointment of a City Council Liaison to the Historic Preservation Commission, Parks and Recreation Advisory Committee and the Economic Development Advisory Committee.

BACKGROUND:

Advisory boards and commissions, including the Historic Preservation Commission, Parks and Recreation Advisory Board, Public Arts and Culture Commission, and Economic Development Advisory Committee each have a Council member liaison, in addition to a Staff liaison, appointed by the City Council to attend regularly scheduled meetings.

The role of the City Council Liaison is to facilitate communication from the Council to the Board by providing information about Council actions and related discussions and to serve in a support role to the Staff Liaison without superseding or overriding the Staff Liaison's authority. Council Liaisons do not have voting or agenda-setting privileges on the Board. Although Council Liaisons may participate in Board discussion, they should not advocate positions before the Board, nor should they attempt to influence Board decisions.

This Historic Preservation Commission meets the third Wednesday of each month at 5:30 p.m. in the San Gabriel Conference Room. Former Councilmember Kathryn Pantalione-Parker previously served as the liaison.

The Parks and Recreation Advisory Board meet the second Tuesday of every other month at 5:30 p.m. in the San Gabriel Conference Room. Former Councilmember Chris Czernek previously served as the liaison.

The Economic Development Advisory Committee meets once a quarter. The date and time are determined by the availability of Committee members. Currently, Councilmember Herrera services as the liaison.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

PRESENTER:

Dara Crabtree, City Secretary

Fiscal Impact

Attachments: