



**AGENDA
LEANDER FIRE FIGHTER ASSOCIATION
COLLECTIVE BARGAINING MEETING
CITY OF LEANDER, TEXAS**

Pat Bryson Municipal Hall - Council Chambers
201 N. Brushy Street - Leander, Texas
Friday, September 12, 2025
8:00 AM



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

REGULAR AGENDA

1. Open Meeting.
2. Affirm and execute the final draft of the Collective Bargaining Ground Rules.
3. Receive and discuss Leander Professional Fire Fighter Association, Local 4298 Proposal and any other related matters.
4. 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 Collective Bargaining Team(s) 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] and 551.074 [certain personnel deliberations], 551.076. 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 Collective Bargaining Team(s) of the City of Leander, Texas, was posted on the bulletin board at City Hall in Leander, Texas, on the 5 day of September 2025 by 5:00 p.m. pursuant to Chapter 551 of the Texas Government Code.

Dara Crabtree, City Secretary

GROUND RULES FOR COLLECTIVE BARGAINING

CITY OF LEANDER AND LEANDER PROFESSIONAL FIRE FIGHTER ASSOCIATION, LOCAL 4298

The following shall constitute the Ground Rules for the Collective Bargaining meetings beginning September 12, 2025, between the City of Leander ("City") and the Leander Professional Fire Fighter Association, Local 4298 ("Association").

I

COLLECTIVE BARGAINING TEAM

- A. Each Collective Bargaining team shall consist of no more than 5 members (including the Chief Spokesperson) seated at the table. At the first meeting, the parties shall provide each other with the name of their Chief Spokesperson and the other members to be seated at the table. Only the parties seated at the table shall be allowed to participate in the discussions during the open sessions. A meeting shall not be held unless a minimum of two members of each team is present at all times.
- B. Either party may designate an alternate to substitute for any member of their respective teams, including the Chief Spokesperson, prior to the start of the meeting. The names of the members seated at the table shall be provided in writing to the opposite party at the start of the meeting upon a change in members from a prior meeting session.
- C. The parties recognize that the Collective Bargaining process is being conducted exclusively by and through meetings of the respective Collective Bargaining teams.

II

AUTHORITY OF CHIEF SPOKESPERSONS

The Chief Spokesperson for each party shall have the authority to make tentative commitments regarding Collective Bargaining discussions, subject to final approval by the City Council of the City of Leander, and by the Association consistent with its internal procedures. When tentative agreement is reached on an item, it shall be initialed and dated by the Chief Spokesperson of each team and subsequently typed in the exact form as tentatively agreed to by the parties. Tentative agreements remain tentative until the entire Collective Bargaining Agreement is ratified by the parties.

III

COLLECTIVE BARGAINING SESSIONS

The parties shall meet at a date and time mutually agreed upon. Either party may request a break or caucus during the Collective Bargaining sessions. The Collective Bargaining sessions shall take place at Development Services Building, San Gabriel Conference Room, unless otherwise mutually agreed. Collective Bargaining meetings shall be scheduled for 4 hours but may be extended by mutual consent.

IV

SCHEDULE OF PRESENTATION OF REQUESTS

The parties agree the first meeting of the parties on September 12, 2025, shall trigger the 60-day negotiations period as defined by Texas Local Government Code, Chapter 174. The frequency, time, and number of meetings shall be scheduled with due regard for the impasse deadlines imposed under Texas Local Government Code, Section 174.152. The parties intend to conclude the bargaining process within the impasse deadlines contemplated by Texas Local Government Code, Section 174.153, subject to duly executed extensions.

The Association as the moving party shall prepare and present the initial proposal in these negotiations.

The parties agree that the third meeting shall be the final date/meeting at which any new proposals may be presented and explained by either party. No additional new issues or proposals shall be presented after the fourth bargaining meeting, except in the case of mutual consent. This shall not preclude either party from making counter proposals. This does not include revisions or amendments to proposals previously presented.

V

NOTE TAKING

Either party may utilize note takers; however, no official record of the meetings shall be recognized by either party. Meetings shall not be video and/or tape-recorded by either party. The Parties agree to live-stream the meetings whenever possible.

VI

OPEN MEETINGS

All negotiation sessions, except for team caucuses and any mediation sessions, are open to the public pursuant to Chapter 551 of the Texas Government Code and Section 174.108 of the Texas Local Government Code.

VII

NEWS RELEASES/PRINTED MATTER

- A. After the execution of this Agreement, the parties may issue a joint news release with mutually agreeable language.
- B. While Collective Bargaining meetings are still ongoing, neither party shall unilaterally issue news releases in any form, or any other printed material, regarding the events during the meetings or the status of the discussions. When the parties agree that a news release is desirable, such release shall be jointly prepared and released by the parties. A short statement of non-specific nature may be issued by the Chief Spokesperson of either team upon the request of the media, and such statement shall not be considered a violation of this section.
- C.

VIII

CONTACTS WHILE COLLECTIVE BARGAINING DISCUSSIONS ARE ONGOING

- A. The parties agree that negotiations relating to issues in the Labor Agreement shall be handled at the bargaining table and in accordance with Texas Local Government Code, Chapter 174.
- B. Neither party shall bargain with the other party's principals, members, or representatives outside of the negotiating session. Nothing in the section shall preclude each party from speaking with their own principals, members or representatives. For purposes of these Ground Rules, a party's "principals, members, or representatives" includes:
 - i. on behalf of the city, the City Council and its members, the City Manager, and necessary staff; and
 - ii. on the part of the Associations, its own membership, officers, and affiliates.
- C. Enforcement of the foregoing provisions shall be the responsibility of the Chief Negotiators for each party, and the Chief Negotiators agree to make every reasonable effort to comply with the substance and spirit of these prohibited communications.
- D. Discussions between members of the Leander Professional Fire Fighters Association Bargaining Team and any elected or official of the City during the negotiations process shall be strictly discouraged, but in no way will this interfere with any fire fighters First Amendment rights.

IX

NEGOTIATING TIME FOR NEGOTIATION TEAM MEMBERS

Except for the first meeting, during the time that Collective Bargaining discussions are taking place, the Fire Chief shall attempt to employ a flexible work schedule to enable those individuals who are on the Association team to have time off for such sessions without loss of pay. The City shall not be responsible

for paying for any time off for Association members to attend Collective Bargaining discussions, absent extenuating circumstances.

X

DURATION OF RULES

- A. These Ground Rules, being the subject of mutual agreement between the parties, may be modified by agreement at any time to serve the interests of the bargaining process; provided, however, that any modifications to these Ground Rules must be in writing and signed by both Chief Negotiators to be effective.
- B. These Ground Rules are intended to apply only to the active bargaining process for the purpose of guiding an orderly negotiation process. These Ground Rules are not intended to the basis of any administrative or judicial enforcement action and may not be used as such by either party.

EXECUTED on the ____day of September 2025, by the Chief Spokespersons and Collective Bargaining team members.

CHIEF SPOKESPERSONS

CITY

ASSOCIATION

TEAM MEMBERS

CITY

ASSOCIATION
