



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



Pat Bryson Municipal Hall  
201 North Brushy Street - Leander, Texas  
Thursday, April 2, 2026  
Briefing Workshop at 6:00 PM  
Regular Meeting at 7:00 PM

**Mayor – Na'Cole Thompson**  
**Place 1 – Stephen Chang**  
**Place 2 – Michael Herrera**  
**Place 3 – Natomi Blair**

**Place 4 – Annette Sponseller**  
**Place 5 – Andrew Naudin**  
**Place 6 – Becki Ross, Mayor Pro Tem**  
**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. Convene into Executive Session pursuant to:
  1. Section 551.071 and Section 551.072 Texas Government Code, and Section 1.05 Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the acquisition of properties for public purposes; and
  2. Section 551.071, Texas Government Code, and Rule 1.05, Texas Disciplinary Rules of Professional Conduct, to consult with legal counsel regarding DeNucci Constructors, LLC v. City of Leander, et al; and
  3. Section 551.074, Texas Government Code, to discuss the evaluation process of the City Manager.

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

1. Acquisition of properties for public purposes; and
2. DeNucci Constructors, LLC v. City of Leander, et al; and
3. Evaluation process of the City Manager.

**REGULAR MEETING – CONVENE AT 7:00 PM**

4. Open Meeting, Invocation and Pledges of Allegiance.
5. Roll Call.
6. Welcome Special Guests and Visitors.
7. 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.]*

8. Recognitions/Proclamations/Visitors.
- Proclamation recognizing Child Abuse Awareness and Prevention Month (April)
  - Proclamation recognizing Week of the Child (April 6-11)
  - Proclamation recognizing National Animal Control Officer Appreciation Week (April 12-18)
  - Proclamation recognizing National Public Safety Telecommunicators Week (April 12-18)
  - Proclamation recognizing National Crime Victim's Rights Week (April 19-25)

**CONSENT AGENDA: ACTION**

9. Approval of the minutes for meeting held on March 19, 2026.
10. Approval of joining the Texas Attorney General's opioid settlements with six (6) remnant defendants including: Associated Pharmacies, Inc. (and American Associated Pharmacies); JM Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris and Dicson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including its subsidiaries SuperValu and Advantage Logistics); and authorize the City Manager to execute the Settlement Participation Form and any and all necessary documents.
11. Approval of an agreement by and between the City of Leander and Texas Department of Public Safety (DPS), State Administrator of the Texas Law Enforcement Telecommunication System (TLETS) to enable the police department to access critical criminal justice information, including driver and vehicle records, criminal histories, warrants, protective orders, and other law enforcement databases essential to daily operations; and authorize the City Manager to execute any and all necessary documents.
12. Acceptance of public infrastructure improvements associated with Subdivision Case PICP-23-0044 Harmony Public School Public Improvements Construction Plan consisting of water and wastewater improvements; and providing for the City of Leander to maintain ownership of these public facilities to ensure they effectively support and stimulate local economic development.
13. Approval of the Second Reading of an Ordinance regarding Annexation Case A-25-0024 for Hero Way Elevated Storage Tank (EST) for the voluntary annexation of 11.369 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R025382 and Travis Central Appraisal District Parcel 353992; and generally located south of Hero Way West and approximately 750 feet west of Honeycomb Mesa, Leander, Williamson and Travis Counties, Texas.

**PUBLIC HEARING: ACTION**

14. Conduct a Public Hearing regarding Special Use Case Z-25-0203 for a Special Use Permit to allow for used vehicles sales on a portion of a parcel of land 0.73 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R031857; and more commonly known as 2401 S US 183, Leander, Williamson County, Texas.
- Discuss and consider action regarding Zoning Case Z-25-0203 as described above.
15. Conduct a Public Hearing regarding Zoning Case Z-25-0205 to amend the current zoning of 675 Kauffman Loop Planned Unit Development (PUD) with base zoning districts of SFT-2-A (Single-Family Townhouse) and GC-2-A (General Commercial) to remove the prohibition of automotive uses on Lot 3, Block B of the 675 Kauffman Loop Subdivision and allow for a car wash on Lot 4, Block B of the 675 Kauffman Loop Subdivision on one (1) parcel of land 2.4 acres ± in size, more particularly

described by Williamson Central Appraisal District Parcel R328207; and generally located 1,500 feet to the east of the intersection of SH 29 and Ronald W. Reagan Boulevard on the south side of SH 29, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0205 as described above.

<b>REGULAR AGENDA</b>
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16. Discuss and consider action on approval of Task Order No. TR-HZI-CIPS23-019-01 for Professional Services in the amount of \$313,326.01 for the design of the proposed traffic signal and associated intersection improvements at the intersection of E. Crystal Falls Parkway and Grand Lake Parkway to Huitt-Zollars, Inc., along with the installation of a temporary traffic signal in the interim; and authorize the City Manager to execute all necessary documents.
17. Discuss and consider action on a Change Order No. 2 to Core & Main LP for the implementation of an advanced metering infrastructure (AMI) system identified as Capital Improvements Program (CIP) Project number W.42 in the amount of \$1,980,187.60 increasing the total contract amount to \$11,086,883.34; and authorize the City Manager to execute all necessary documents.
18. Discuss and consider action on the Second Reading of an Ordinance regarding Annexation Case A-25-0025 Alexander Tract and the adjacent ROW of CR 267 Annexation Case A-25-0026 for the voluntary annexation of 55.152 acres ± in size, more particularly described by Williamson Central Appraisal District as Parcel R032246; and the portion of the abutting right-of-way known as CR 267 and generally located west of Kauffman Loop approximately 300 feet south of Equine Road and CR 267 Leander, Williamson County, Texas.
19. Discuss and consider action on the Second Reading of an Ordinance regarding Zoning Case Z-25-0196 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to SFU-2-A (Single-Family Urban) and SFC-2-A (Single-Family Compact) on one (1) parcel of land 55.152 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R032246; and generally located west of Kauffman Loop approximately 300 feet south of Equine Road and CR 267, Leander, Williamson County, Texas.
20. Council Member Closing Statements.
21. Convene back into Executive Session, if needed, pursuant to:
  1. Section 551.071 and Section 551.072 Texas Government Code, and Section 1.05 Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the acquisition of properties for public purposes; and
  2. Section 551.071, Texas Government Code, and Rule 1.05, Texas Disciplinary Rules of Professional Conduct, to consult with legal counsel regarding DeNucci Constructors, LLC v. City of Leander, et al; and
  3. Section 551.074, Texas Government Code, to discuss the evaluation process of the City Manager.

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

1. Acquisition of properties for public purposes; and
2. DeNucci Constructors, LLC v. City of Leander, et al; and
3. Evaluation process of the City Manager.

## 22. 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], 551.0761 [critical infrastructure/cybersecurity systems, policies, and contracts] critical infrastructure 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 26 day of March 2026 by 5:00 p.m. pursuant to Chapter 551 of the Texas Government Code.



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Dara Crabtree, City Secretary, TRMC



**EXECUTIVE SUMMARY  
4/2/2026**

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**AGENDA SUBJECT:**

Approval of the minutes for meeting held on March 19, 2026.

**BACKGROUND:**

Attached are the minutes for the meeting held on March 19, 2026.

**HISTORY/TIMELINE:**

**APPLICANT/AGENT:**

**RECOMMENDATION:**

Staff recommends approval of the minutes of March 19, 2026 as submitted.

**PRESENTER:**

Dara Crabtree, City Secretary

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**Fiscal Impact**

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**Attachments:**

1. Draft Minutes 03.19.2026



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

Pat Bryson Municipal Hall  
201 North Brushy Street - Leander, Texas  
Thursday, March 19, 2026  
Briefing Workshop at 6:00 PM  
Regular Meeting at 7:00 PM



**Mayor – Na'Cole Thompson**  
**Place 1 – Stephen Chang**  
**Place 2 – Michael Herrera**  
**Place 3 – Natomi Blair**

**Place 4 – Annette Sponseller**  
**Place 5 – Andrew Naudin**  
**Place 6 – Becki Ross, Mayor Pro Tem**  
**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. Joint workshop with the Planning and Zoning Commission to receive a presentation from Kendig Keast Collaborative, Inc., regarding the kick-off of the Comprehensive Plan and Transportation Master Plan update.

Presentation included process and timelines; context for plans; and initial priorities.

Briefing workshop adjourned at 6:50 p.m.

**REGULAR MEETING – CONVENE AT 7:00 PM**

4. Open Meeting, Invocation and Pledges of Allegiance.

Opened meeting 7:04 p.m.; Pastor Wendell Holmes provided the invocation; and Mayor Thompson led the Pledges of Allegiance.

5. Roll Call.

Roll call reflected all present.

6. Welcome Special Guests and Visitors.

7. 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 spoke.

8. Staff Reports

- Water update includes Sandy Creek Water Treatment Plant (CIP W.69), Brushy Creek Regional Utility Authority (BCRUA), and County water needs.

Water update included BCRUA Phase 1, Phase 2 and Phase 2A updates; Sandy Creek Treatment Plant; and Williamson County Water Group.

9. Proclamation

- Proclamation recognizing City of Leander is a Fire Adaptive Community.

**CONSENT AGENDA: ACTION**

Mayor Thompson stated Item 11 was pulled from the agenda.

Motion: Approve consent agenda items 10 and 12.

By: Councilmember Chang

Seconded: Mayor Pro Tem Ross

**Vote:** 7 - 0

10. Approval of the minutes for meetings held on February 27, 2026 and March 5, 2026.
11. Approval of an amendment to the Memorandum of Understanding between the City of Leander and Hill Country Hyzers Disc Golf Club updating the roles and responsibilities and an additional disc golf site at Devine Lake Park, Leander, Texas; and authorize the City Manager to execute any and all necessary documents.
12. Approval of Change Order No. 3 to CC Carlton Industries, Ltd. to close out the construction of the San Gabriel East Elevated Storage Tank, (CIP W.41) in the amount of (\$342,037.17) reducing the total contract amount to \$7,938,970.33; and authorize the City Manager to execute any and all necessary documents.

**PUBLIC HEARING: ACTION**

13. Conduct a Public Hearing and consider action regarding Zoning Case Z-25-0205 to amend the current zoning of 675 Kauffman Loop Planned Unit Development (PUD) with base zoning districts of SFT-2-A (Single-Family Townhouse) and GC-2-A (General Commercial) to remove the prohibition of automotive repair on Lot 3, Block B on one (1) parcel of land 0.8 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R328207; and generally located 1,500 feet to the east of the intersection of SH 29 and Ronald W. Reagan Boulevard on the south side of SH 29, Leander, Williamson County, Texas. *Postponed by Applicant.*

14. Conduct a Public Hearing regarding Annexation Case A-25-0024 for Hero Way Elevated Storage Tank (EST) for the voluntary annexation of 11.369 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R025382 and Travis Central Appraisal District Parcel 353992; and generally located south of Hero Way West and approximately 750 feet west of Honeycomb Mesa, Leander, Williamson and Travis Counties, Texas.

- Discuss and consider action on the First Reading of an Ordinance regarding Annexation Case A-25-0024 as described above.

Opened Public Hearing at 7:28 p.m.; closed Public Hearing at 7:28 p.m. No one spoke in favor or opposition of the request.

Motion: Approve first reading of an ordinance regarding Annexation Case A-25-0024 Hero Way Elevated Storage Tank.

By: Councilmember Sponseller  
Seconded: Councilmember Herrera

**Vote:** 7 - 0

15. Conduct a Public Hearing regarding Annexation Case A-25-0025 Alexander Tract and the adjacent ROW of CR 267 Annexation Case A-25-0026 for the voluntary annexation of 55.152 acres ± in size, more particularly described by Williamson Central Appraisal District as Parcel R032246; and the portion of the abutting right-of-way known as CR 267 and generally located west of Kauffman Loop approximately 300 feet south of Equine Road and CR 267 Leander, Williamson County, Texas.

- Discuss and consider action on the First Reading of an Ordinance regarding Annexation Case A-24-0025 as described above.
- Discuss and consider action on the First Reading of an Ordinance regarding Annexation Case A-25-0026 as described above.

Opened Public Hearing at 7:30 p.m.; closed Public Hearing at 7:30 p.m. No one spoke in favor or opposition of the request.

Motion: Approve first reading for an ordinance regarding Annexation Case A-25-0025 Alexander Tract, following a discussion.

By: Councilmember Chang  
Seconded: Mayor Pro Tem Ross

**Vote:** 6 - 1 (Sponseller)

Motion: Approve first reading of an ordinance regarding adjacent ROW of CR 267 Annexation Case A-25-0026, following a discussion.

By: Councilmember Naudin  
Seconded: Mayor Pro Tem Ross

**Vote:** 6 - 1 (Sponseller)

16. Conduct a Public Hearing on Zoning Case Z-25-0196 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to SFU-2-A (Single-Family Urban) and SFC-2-A (Single-Family Compact) on

one (1) parcel of land 55.152 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R032246; and generally located west of Kauffman Loop approximately 300 feet south of Equine Road and CR 267, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0196 as described above.

Opened Public Hearing at 7:48 p.m.; closed Public Hearing at 7:51 p.m. No one spoke in favor of the request. AnitaChumnanvech, 708 Palamos Drive., spoke in opposition of the request.

Motion: Approve the first reading of an ordinance regarding Zoning Case Z-25-0196, following a discussion.

By: Mayor Pro Tem Ross  
Seconded: Councilmember Chang

**Vote:** 4 - 3 (Herrera, Blair, Sponseller)

17. Conduct a public hearing regarding the issuance of City of Leander, Texas General Obligation Refunding Bonds, Series 2026, in an amount not to exceed \$20,320,000.00.

- Discuss and consider action regarding an Ordinance Authorizing the Issuance of City of Leander, Texas General Obligation Refunding Bonds, Series 2026, in an amount not to exceed \$20,320,000.00.

Opened Public Hearing at 8:09 p.m.; closed Public Hearing at 8:09 p.m. No one spoke in favor or opposition of the request.

Motion: Approve an ordinance regarding the issuance of GO Refunding Bonds, Series 2026, in an amount not to exceed \$20,320,000.00.

By: Councilmember Sponseller  
Seconded: Councilmember Blair

**Vote:** 7 - 0

<b>REGULAR AGENDA</b>
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18. Discuss and consider action regarding Tree Removal Case TRP-25-0049 regarding the removal of one (1) Heritage Tree associated with Oak Grove Estates (PICP-25-0274), generally located east of CR 175, approximately 250 feet north of Carthage Street, Leander, Williamson County, Texas.

Motion: Approve removal of one (1) Heritage Tree regarding Tree Removal Case TRP-25-0049, following a discussion.

By: Mayor Thompson  
Seconded: Councilmember Blair

**Vote:** 6 - 1 (Sponseller)

19. Discuss and consider action on an addendum to a cooperation agreement under Texas Local Government Code, Section 392.059(b) to the Housing Authority of Travis County (HATC) to acquire, finance, renovate, operate, and manage an affordable housing development zoned as part of the Preserve

at Mason Creek to address the parkland dedication requirements, more particularly described as 7.675 acres ± in size out of Williamson Central Appraisal District Parcel R655944; and generally located south of Horseshoe Drive, approximately 480 feet west of S. West Drive, Leander, Williamson County, Texas.

Motion: Approve addendum to a cooperation agreement with Preserve at Mason Creek addressing parkland dedication requirements, following a discussion.

By: Mayor Thompson  
Seconded: Councilmember Naudin

**Vote:** 5 - 2 (Herrera, Sponseller)

20. Discuss and consider action on a Resolution to suspend for 45 days the effective date proposed by ATMOS Energy Corporation - MidTex Division to increase rates under the Gas Reliability Infrastructure Program; and authorize the City of Leander's continued participation in a coalition of cities known as the ATMOS Texas Municipalities (ATM).

Motion: Approve resolution to suspend for 45 days the effective date proposed by ATMOS Energy Cooperation - MidTex Division to increase rates, following a discussion.

By: Mayor Thompson  
Seconded: Councilmember Blair

**Vote:** 7 - 0

21. Council Member Closing Statements.

Stephen Chang commented on March Madness and Texas Western.

Natomi Blair commented on the recent Spring Gardening event; congratulated Dr. Clark on being named lone finalist Leander ISD Superintendent; and quote from Michelle Obama: "Courage can be contagious, and hope can take on a life of its own."

Annette Sponseller commented on the recent Spring Fling event and upcoming events; and thanked the parks department for all they do.

Andrew Naudin stated his father was in attendance tonight; commented on this day in history: Texas Western defeated Kentucky in the NCAA championship game. Coached by Don Haskins, the Miners became the first team with an all-Black starting lineup to win the national title; and music history KISS released Dress to Kill in 1975; and take care of your mental and emotional well-being - know not alone.

Na'Cole Thompson stated dinner came from La Tapatia; reminded everyone to shop local; and provided an overview of a recent trip to Washington, DC for the National League of Cities Conference.

22. 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 a settlement agreement for Docket No. 58864, Petition of Highten Leander, 76, LLC to Amend Certificates of Convenience and Necessity within Williamson County by Streamlined Expedited Release with the Public Utilities Commission; and

2. Section 551.076, Texas Government Code and Section 551.089, Texas Government Code, deliberation regarding security deployment relating to devices, personnel and critical infrastructure; and
3. Section 551.071 and Section 551.072 Texas Government Code, and Section 1.05 Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the acquisition of properties for public purpose; and
4. Section 551.071 and Section 551.087, Texas Government Code, and Section 1.05 Texas Disciplinary Rules of Professional Conduct to consult with legal counsel regarding the acquisition of properties for public purpose; and to deliberate proposed economic development incentives for one or more business prospects that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body with which the City is conducting economic development negotiations along with consideration of a Chapter 380 Agreement(s) for Project EDA-26-003; and
5. Section 551.072, Texas Government Code, to deliberate the acquisition of properties located in the L.B. Johnson Survey, Abstract 350 and Talbot Chambers Survey Abstract 125, Williamson County for fee simple parcel and drainage and grading easement relating to the San Gabriel Parkway 3 Project (CIP T.46).

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

Convene into Executive Session pursuant to:

1. Settlement Agreement for Docket No. 58864, Petition of Highten Leander, 76, LLC to Amend Certificates of Convenience and Necessity within Williamson County by Streamlined Expedited Release with the Public Utilities Commission; and
2. Security deployment relating to devices, personnel and critical infrastructure; and
3. Acquisition of properties for public purpose; and
4. Acquisition of properties for public purpose; and to deliberate proposed economic development incentives for one or more business prospects that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body with which the City is conducting economic development negotiations along with consideration of a Chapter 380 Agreement(s) for Project EDA-26-003; and
5. Acquisition of properties located in the L.B. Johnson Survey, Abstract 350 and Talbot Chambers Survey Abstract 125, Williamson County for fee simple parcel and drainage and grading easement relating to the San Gabriel Parkway 3 Project (CIP T.46).

Convened into Executive Session at 8:45 p.m.; reconvened into open session at 9:52 p.m.

1. Motion: Approve the settlement agreement discussed in executive session and authorize the City Manager and City Attorney to execute any documents needed to give effect to the settlement.

By: Mayor Pro Tem Ross

Seconded: Councilmember Chang

**Vote: 7 - 0**

2. No Action.

3. No Action.

4. No Action.

5. Motion: Approve the acquisition of properties located in the L.B. Johnson Survey, Abstract 350 and Talbot Chambers Survey, Abstract 125, Williamson County for fee simple and drainage and grade easement relating to the San Gabriel Parkway, Phase 3 Project (CIP T.46) as discussed in executive session.

By: Mayor Pro Tem Ross  
Seconded: Councilmember Blair

**Vote: 7 - 0**

23. Adjournment

Adjourned at 9:54 p.m.

APPROVED

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MAYOR

ATTEST:

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CITY SECRETARY



## EXECUTIVE SUMMARY

4/2/2026

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### **AGENDA SUBJECT:**

Approval of joining the Texas Attorney General's opioid settlements with six (6) remnant defendants including: Associated Pharmacies, Inc. (and American Associated Pharmacies); JM Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris and Dicson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including its subsidiaries SuperValu and Advantage Logistics); and authorize the City Manager to execute the Settlement Participation Form and any and all necessary documents.

### **BACKGROUND:**

According to data from the Centers for Disease Control and Prevention, over a million Americans have died of opioid-involved overdoses since 1999, with deaths rising by 67% between 2017 and 2023. This increase in opioid-involved deaths since 1999 is often described as having occurred in several waves, including an initial wave attributable to the misuse and diversion of prescription opioids (e.g., OxyContin); a second wave attributable to the increased availability of heroin; and a third wave attributable to the misuse of pharmaceutical fentanyl and increased availability of illicit, non-pharmaceutical fentanyl. While 2023 saw the first annual decrease in opioid-involved deaths since 2018, with the trend continuing in 2024, the death toll remains high relative to the beginning of the opioid crisis. In response to the opioid crisis, federal, state, and local governments have undertaken numerous measures to curb opioid misuse and drug-related overdose deaths. Congress enacted several laws intended to address the crisis, in part by providing federal funds to expand the availability of substance-use prevention, treatment, and recovery services nationwide.

In addition to receiving these federal funds, state and local governments at the forefront of the opioid crisis buttressed their efforts to address the crisis by pursuing a substantial number of civil lawsuits against entities along the prescription opioid supply chain. These lawsuits—numbered in the thousands and filed all over the United States beginning around 2017—typically alleged that the supply chain entities engaged in various conduct, such as misleading promotion or inadequate control of prescription opioids, that fueled the initial wave of the opioid crisis. After several years of litigation, many of the parties in these lawsuits have reached finalized national settlement agreements under which state and local governments have begun to receive payments to be used to abate the opioid crisis.

In 2021, nationwide settlements were reached to resolve all opioids litigation brought by states and local political subdivisions against the three largest pharmaceutical distributors, McKesson, Cardinal Health, and AmerisourceBergen (“Distributors”) and against manufacturer Janssen Pharmaceuticals, Inc. and its parent company Johnson & Johnson (collectively, “J&J”). These National Settlements have been finalized, and payments have already begun. In all, the distributors will pay up to \$21 billion over 18 years, and J&J will pay up to an additional \$5 billion over no more than nine (9) years.

In late 2022, agreements were announced with three (3) pharmacy chains—CVS, Walgreens, and Walmart—and two additional manufacturers—Allergan and Teva. In January 2023, each of those pharmacy chains and manufacturers confirmed that a sufficient number of states, including Texas, had agreed to the settlements to move forward. The 2022 National Settlements have now all been finalized.

There is one settlement agreement covering the combined settlement with the Six Remnant Defendants including: Associated Pharmacies, Inc. (and American Associated Pharmacies); JM Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris and Dicson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including its subsidiaries SuperValu and Advantage Logistics). The proposed Remnant Defendants Settlement will result in the Six Remnant Defendants paying a combined \$97,625,000.00 in cash for purposes of abating the opioid epidemic (Williamson County 0.0550435978% and Travis County 0.1788262245%). An Eligible Entity's participation in the Remnant Defendants Settlement, will result in a one-time settlement payment to each Eligible Entity.

The Remnant Defendants Settlement does not include State Attorneys General or any amount allocated to a State. Rather, this Settlement will be distributed only and directly to any Eligible Entity that participates by signing and returning the Combined Subdivision Participation and Release Form by the deadline. In the past, Leander participated in the settlement of Walgreens, Walmart, Allergan, CVS, Kroger, Purdue/Sackler, and Secondary Manufacturer. To date, the City has received \$46,462.60. The funding must be used to support any of a wide variety of strategies to fight the opioid crisis, including, but not limited to, drug take-back disposal and destruction programs; public education relating to drug disposal, public education relating to emergency responses to overdoses and engaging non-profits and faith-based communities as systems to support prevention.

The allocation to participating entities will be calculated using the national Denver model but removing from the equation any amount that the Denver model would allocate to a State Attorney General or a State allocation. Specifically, the interstate allocation formula will be used to calculate what amount should go to all the subdivisions in each state and then apply the intrastate allocation as between all subdivisions that are either a litigating subdivision or a non-litigating subdivision with a population of 30,000 or more. Using that methodology, a national pro rata percentage was created.

**HISTORY/TIMELINE:**

2017 - The opioid crisis began to escalate, leading to the filing of thousands of lawsuits against the prescription opioid supply chain.

2021 - Nationwide settlements were reached to resolve all opioid litigation brought by states and local political subdivisions against major pharmaceutical distributors and manufacturers.

February 2021 - Texas and 46 other states reached a \$573 million settlement with consulting firm McKinsey & Company to settle claims regarding their role in marketing opioids.

October 2021 - Texas reached \$290 million settlement with Johnson & Johnson.

February 2022 - Texas finalized \$225 million settlement with Tevo and Endo.

2023 - Additional agreements were announced with pharmacy chains, Allergan, CVS, Walmart, Walgreens and Kroger.

January 2025 - \$7.4 billion national settlement with Purdue Pharma and the Sackler family.

**APPLICANT/AGENT:**

**RECOMMENDATION:**

Staff recommends approval of joining the Texas Attorney General's opioid settlements with six (6) remnant defendants and authorizing the City Manager to execute any and all necessary documents.

**PRESENTER:**

Paige Saenz, City Attorney

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**Fiscal Impact**

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**Attachments:**



**EXECUTIVE SUMMARY**  
**4/2/2026**

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**AGENDA SUBJECT:**

Approval of an agreement by and between the City of Leander and Texas Department of Public Safety (DPS), State Administrator of the Texas Law Enforcement Telecommunication System (TLETS) to enable the police department to access critical criminal justice information, including driver and vehicle records, criminal histories, warrants, protective orders, and other law enforcement databases essential to daily operations; and authorize the City Manager to execute any and all necessary documents.

**BACKGROUND:**

The Texas Law Enforcement Telecommunications System (TLETS) is the statewide telecommunications network comprised of terminals/databases/computer interfaces representing numerous cities, state, federal, and military law enforcement and criminal justice agencies in Texas. TLETS provides 24/7/365 assistance and access to information to all criminal justice and law enforcement agencies throughout Texas. Additionally, TLETS provides intrastate interconnectivity to various local, state, and federal database systems through secured networks, allowing agencies to gather a variety of database services from other states, Canada, Interpol, and private companies. TLETS provides agencies with access to critical criminal justice information, including driver and vehicle records, criminal histories, warrants, protective orders, and other law enforcement databases essential to daily operations.

A TLETS Agency Equipment Agreement is a required document established by the Texas Department of Public Safety (DPS) to govern the use, security, and maintenance of equipment and network access provided to the Leander Police Department (LPD) for law enforcement communications. This agreement outlines the responsibilities of LPD and ensures that all TLETS-connected equipment is properly safeguarded, used only for official criminal justice purposes, and maintained in compliance with DPS security standards. It also affirms DPS's authority to monitor system use and to suspend or terminate access if an agency fails to meet required operational or security obligations.

LPD has participated in TLETS for many years, and this agreement is part of the routine compliance process required to maintain uninterrupted access to the system. DPS requires this document to be reviewed and signed annually to ensure continued adherence to statewide security and operational standards.

The agreement has been reviewed by the City Attorney, who has confirmed that no changes were necessary. Signing this annual agreement ensures our agency remains in good standing with DPS and continues to have access to the secure communication systems needed to support law enforcement operations.

**HISTORY/TIMELINE:**

**APPLICANT/AGENT:**

**RECOMMENDATION:**

Staff recommends approval of the TLETS communication agreement with DPS as part of the required compliance process to maintain uninterrupted access to the system.

**PRESENTER:**

Greg Minton, Police Chief

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**Fiscal Impact**

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**Attachments:**



**EXECUTIVE SUMMARY**  
**4/2/2026**

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**AGENDA SUBJECT:**

Acceptance of public infrastructure improvements associated with Subdivision Case PICP-23-0044 Harmony Public School Public Improvements Construction Plan consisting of water and wastewater improvements; and providing for the City of Leander to maintain ownership of these public facilities to ensure they effectively support and stimulate local economic development.

**BACKGROUND:**

Approximately \$3,742,857.96 in public infrastructure improvements for Harmony Public School located at 3250 Hero Way, have been installed, inspected, and are substantially completed. All documentation required for acceptance of this project has been received, including Registered Accessibility Specialist (RAS) letter, engineer's concurrence letter, final cost summary, maintenance bond, affidavit of all bills paid, record drawings, electronic files, inspection reports and certified test results. The extension of public infrastructure in accordance with city ordinance and master plans will provide additional sales revenue and promote future development in the area.

The maintenance bond will be valid for a two (2) year period upon City Council acceptance, as anticipated, on April 2, 2026, which will provide warranty and maintenance coverage for the public infrastructure improvements through April 2, 2028. 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 bond.

**HISTORY/TIMELINE:**

**APPLICANT/AGENT:**

**RECOMMENDATION:**

Staff recommends approval.

**PRESENTER:**

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

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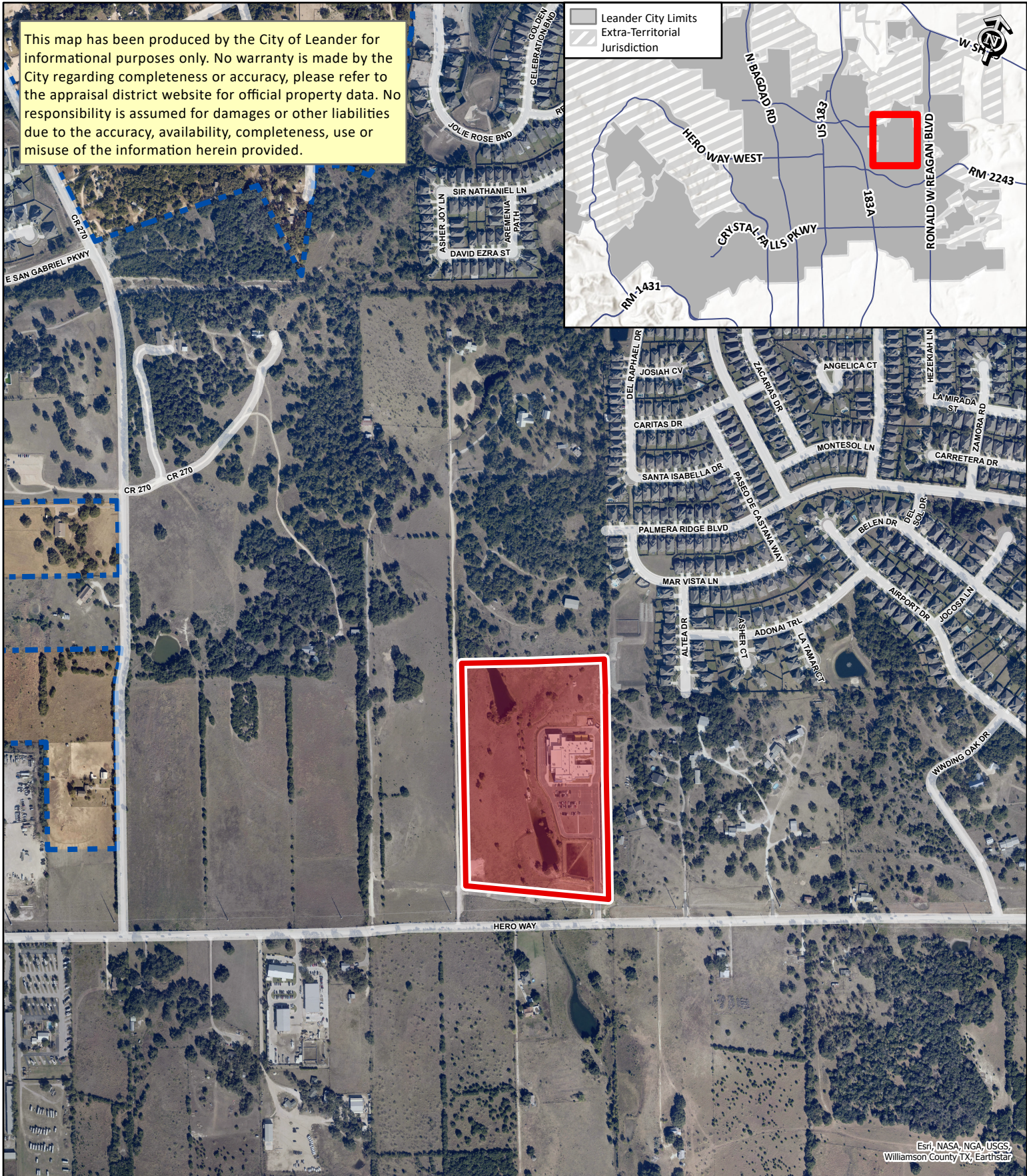
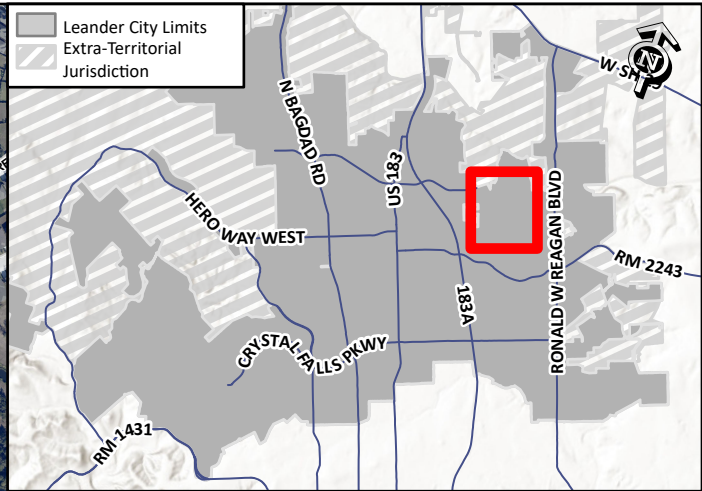
**Fiscal Impact**

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**Attachments:**

1. Harmony Acceptance Documents

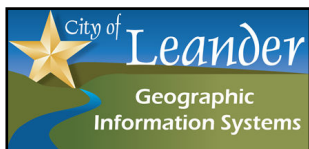
This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy, please refer to the appraisal district website for official property data. No responsibility is assumed for damages or other liabilities due to the accuracy,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






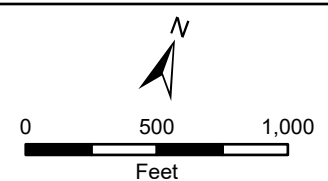
Esri, NASA, NGA, USGS, Williamson County TX, Earthstar

**SUBDIVISION ACCEPTANCE**

Harmony Public School - PICP-23-0044



-  Accepted Subdivision
-  City Limits
-  Extra-Territorial Jurisdiction



# JRG Access Ability, LLC

709 Alameda St. San Juan, TX 78589  
956-227-4178

## Accessibility Compliance Letter

Date: December 19, 2025

Project Name: 21.07 Harmony Science Academy – Leander

Project Number: TABS2022018821

Facility Name: Harmony Science Academy – Leander

Project Address: 3250 Hero Way, Leander, TX 78641

Inspection Date: October 3, 2025

To Whom It May Concern:

On the date noted above, the public right-of-way (ROW) sidewalk improvements associated with the referenced project were inspected for general conformance with applicable accessibility requirements.

Based on the site observations, the ROW sidewalk improvements appear to be in substantial compliance with the requirements of the Texas Government Code, Chapter 469. At the time of the inspection, no additional ROW sidewalk accessibility items were identified that would require correction prior to project close-out.

This letter is provided for the City of Leander regarding the accessibility status of the ROW sidewalk work for the referenced project.

Please feel free to contact me if you have any questions or require additional information.

Sincerely,



Jose Rick Guerrero  
Registered Accessibility Specialist RAS #1426

## Engineer's Concurrence for Project Acceptance

**Project:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**City of Leander Issued Permit Number:** \_\_\_\_\_

<u>Owner's Name &amp; Address</u>	<u>Consultant Engineer's Name &amp; Address</u>

On this date, I, the undersigned Professional Engineer in the State of Texas, or my representative, have made a visual inspection of the above referenced project. No discrepancies from the approved construction plans or deficiencies in construction were visible or brought to my attention. I, therefore, certify that all improvements are in substantial compliance with the approved construction plans and all City, State, and Federal requirements, including the City of Leander Subdivision Ordinance and Composite Zoning Ordinance.

If applicable, for closeout of public improvement construction project (PICP) permits, I additionally certify that all project closeout procedures with other governmental entities have been completed and finalized with each entity prior to submittal of my concurrence letter to the City of Leander.



\_\_\_\_\_  
Signature

\_\_\_\_\_  
Typed Name

\_\_\_\_\_  
Engineering Firm Name

\_\_\_\_\_  
Registered Engineering Firm Number



12/29/2025

January 27, 2026

Emily Truman, PE, CFM  
City Engineer  
City of Leander  
201 N. Brushy Street  
Leander, Texas 78641

Attn. Ms. Truman,

The following is the information as applicable for the maintenance bond of this project.

Final Plat Legal Name as Recorded: Harmony Public Schools Final Plat  
Name on Approved Construction Documents: Harmony Public School Public Improvement  
Construction Plans, Project PICP-23-0044  
Name on Bank Bond for Fiscal Posting: Liberty Civil Construction, LLC

<b>COSTS CATEGORIES</b>	<b>AMOUNT</b>
Streets	\$0.00
Drainage	\$0.00
Water	\$320,777.62
Wastewater	\$3,363,711.74
Streetlights	\$0.00
Landscape Improvements	\$58,368.60
<b>TOTAL</b>	<b>\$3,742,857.96</b>

Total Improvements = \$3,742,857.96  
Maintenance Bond (10%) = \$374,285.80

Total Improvements = \$3,742,857.96  
Currently Paid Inspection Fees = \$69,717.88  
Inspection Fees (3.5%) = \$131,000.03  
Remaining Insp. Fees to be Paid = \$61,282.15



01/27/2026



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.

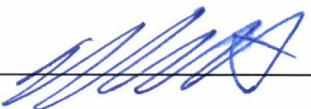
This Bond is a continuing obligation and shall remain in full force and effect until cancelled as provided for herein.

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 30th day of July, 2025.

Liberty Civil Construction, LLC  
Principal

Swiss Re Corporate Solutions America Insurance Corporation  
Surety

By: 

By: 

Title: Michael Ehrhardt, President

Title: Kimberly Rochelle Gonzalez, Attorney-in-Fact

Address: 2937 Hero Way

Address: 1200 Main St., Suite 800

Leander, TX 78641

Kansas City, MO 64105

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

Acrisure, LLC

32335 US Highway 281 S, Suite 1201, Bulverde, TX 78163

(Seal)

**SWISS RE CORPORATE SOLUTIONS**

SWISS RE CORPORATE SOLUTIONS AMERICA INSURANCE CORPORATION ("SRCSAIC")  
SWISS RE CORPORATE SOLUTIONS PREMIER INSURANCE CORPORATION ("SRCSPIC")  
WESTPORT INSURANCE CORPORATION ("WIC")

**GENERAL POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS, THAT SRCSAIC, a corporation duly organized and existing under laws of the State of Missouri, and having its principal office in the City of Kansas City, Missouri, and SRCSPIC, a corporation organized and existing under the laws of the State of Missouri and having its principal office in the City of Kansas City, Missouri, and WIC, organized under the laws of the State of Missouri, and having its principal office in the City of Kansas City, Missouri, each does hereby make, constitute and appoint:

JOHN R. WARD, THOMAS DOUGLAS MOORE, EMILY ALLISON MIKESKA, ALLYSON W. DEAN, TROY RUSSELL KEY, DEBRA LEE MOON, ANDREA ROSE CRAWFORD, SANDRA LEE RONEY,  
FAITH ANN HILTY, ANDREW GARETH ADDISON, ELIZABETH ORTIZ, ANA OWENS, ANDREW PATRICK CLARK, KIMBERLY ROCHELLE GONZALEZ, CRYSTAL GAIL LANGHORN,  
STEVEN WAYNE LEWIS, SHERI RENEE ALLEN, PEGGY GRADEL HOGAN, TERESA AYALA, KELLI A. GORHAM, MARK ROBERT ADAMS, CORY KIPER, AND ROSS RUDOLPH LARIS JOINTLY OF SEVERALLY

Its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its act and deed, bonds or other writings obligatory in the nature of a bond on behalf of each of said Companies, as surety, on contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract or suretyship executed under this authority shall exceed the amount of:

**TWO HUNDRED MILLION (200,000,000.00) DOLLARS**

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both SRCSAIC and SRCSPIC at meetings duly called and held on the 18th of November 2021 and WIC by written consent of its Executive Committee dated July 18, 2011.

"RESOLVED, that any two of the President, any Managing Director, any Senior Vice President, any Vice President, the Secretary or any Assistant Secretary be, and each or any of them hereby is, authorized to execute a Power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Corporation bonds, undertakings and all contracts of surety, and that each or any of them hereby is authorized to attest to the execution of any such Power of Attorney and to attach therein the seal of the Corporation: and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Corporation may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be binding upon the Corporation when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached."



By David Satory  
David Satory, Senior Vice President of SRCSAIC & Senior Vice President of SRCSPIC & Senior Vice President of WIC

By Gabriel Jacquez  
Gabriel Jacquez, Senior Vice President of SRCSAIC & Senior Vice President of SRCSPIC & Senior Vice President of WIC



IN WITNESS WHEREOF, SRCSAIC, SRCSPIC, and WIC have caused their official seals to be hereunto affixed, and these presents to be signed by their authorized officers

this 29th day of APRIL, 2025

State of Illinois  
County of Cook



**Swiss Re Corporate Solutions America Insurance Corporation  
Swiss Re Corporate Solutions Premier Insurance Corporation  
Westport Insurance Corporation**

On this 29th day of APRIL, 2025 before me, a Notary Public personally appeared David Satory, Senior Vice President of SRCSAIC and Senior Vice President of SRCSPIC and Senior Vice President of WIC and Gabriel Jacquez, Senior Vice President of SRCSAIC and Senior Vice President of SRCSPIC and Senior Vice President of WIC, personally known to me, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as officers of and acknowledged said instrument to be the voluntary act and deed of their respective companies.

Karen M. Szweda  
Karen M. Szweda, Notary

I, Jeffrey Goldberg, the duly elected Senior Vice President and Assistant Secretary of SRCSAIC and SRCSPIC and WIC, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney given by said SRCSAIC and SRCSPIC and WIC, which is still in full force and effect.

IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this 30th day of July, 2025



Jeffrey Goldberg  
Jeffrey Goldberg, Senior Vice President & Assistant Secretary of SRCSAIC and SRCSPIC and WIC

## **IMPORTANT NOTICE**

In order to obtain information or make a complaint:

You may contact the **Surety Claims Department** at **1-816-235-3702**

You may call **Swiss Re Corporate Solutions America Insurance Corporation or Swiss Re Corporate Solutions Premier Insurance Corporation** for information or to make a complaint at:

**1-816-235-3702**

You may also write to **Swiss Re Corporate Solutions America Insurance Corporation or Swiss Re Corporate Solutions Premier Insurance Corporation** at the following address:

**1200 Main Street, Suite 800  
Kansas City, MO 64105**

You may contact the **Texas Department of Insurance** to obtain information on companies, coverages, rights or complaints at:

**1- 800-252-3439**

You may write the **Texas Department of Insurance**:

**P.O. Box 149104  
Austin, TX 78714-9104  
Fax: (512) 475-1771  
Web: <http://www.tdi.state.tx.us>  
E-mail: [ConsumerProtection@tdi.state.tx.us](mailto:ConsumerProtection@tdi.state.tx.us)**

### **PREMIUM OR CLAIM DISPUTES:**

Should you have a dispute concerning your premium or about a claim you should first contact the **Swiss Re Corporate Solutions America Insurance Corporation or Swiss Re Corporate Solutions Premier Insurance Corporation**. If the dispute is not resolved, you may contact the Texas Department of Insurance.

**ATTACH THIS NOTICE TO YOUR POLICY:** This notice is for information only and does not become a part or condition of the attached document.

## **AVISO IMPORTANTE**

Para obtener informacion o para someter un queja:

Puede comunicarse con **Surety Claims Department** al **1-816-235-3702**.

Usted puede llamar **Swiss Re Corporate Solutions America Insurance Corporation o Swiss Re Corporate Solutions Premier Insurance Corporation** para informacion o para someter una queja al:

**1-816-235-3702**

Usted tambien puede escribir a **Swiss Re Corporate Solutions America Insurance Corporation o Swiss Re Corporate Solutions Premier Insurance Corporation** al:

**1200 Main Street, Suite 800  
Kansas City, MO 64105**

Puede escribir al **Departamento de Seguros de Texas** para obtener informacion acerca de companias, coberturas, derechos o quejas al:

**1- 800-252-3439**

Puede escribir al **Departamento de Seguros de Texas**:

**P.O. Box 149104  
Austin, TX 78714-9104  
Fax: (512) 475-1771  
Web: <http://www.tdi.state.tx.us>  
E-mail: [ConsumerProtection@tdi.state.tx.us](mailto:ConsumerProtection@tdi.state.tx.us)**

**DISPUTAS SOBRE PRIMAS O RECLAMOS:** Si tiene una disputa concniente a su prima o a un reclamo, debe comunicarse con el **Swiss Re Corporate Solutions America Insurance Corporation o Swiss Re Corporate Solutions Premier Insurance Corporation** primero. Si no se resuelve la disputa, puede entonces comunicarse con el Departamento de Seguros de Texas.

### **UNA ESTE AVISO A SU POLIZA:**

Este aviso es solo para proposito de informacion y no se convierte en parte o condicion del documento adjunto.

**FINAL BILLS PAID AFFIDAVIT  
AND WAIVER OF LIEN**

STATE OF TEXAS  
COUNTY OF Williamson

Date: 1/23/26

Developer: Harmony Public Schools

Contractor/Material  
Provider ("Affiant"): Lott Brothers Construction Company, Ltd.

Project: Harmony Science Academy - Leander

This is to acknowledge and certify that Affiant has completed the construction of all improvements for the project noted above and that Affiant has been paid in full for all labor and material provided to the above-noted construction project, except for retainage, and acknowledges and certifies that Affiant, and all of his or its agents, employees, successors, assigns, subsidiaries, and legal representatives will and do release and waive all Mechanic's liens, or similar lien rights, which have or might arise as a result of the Affiant's or Affiant's agents' or employees' providing labor and materials to the above-noted project. Affiant understands that a portion or all of the property upon which the project is located has been or will be accepted by the City of Leander, Texas, for ownership, maintenance, and operation. Affiant further agrees that it shall look solely to the Developer for payment of the retainage and shall have no cause of action whatsoever, against the City in the event that the retainage is not paid to the Affiant, and that Affiant shall not file a lien of any kind which has or may arise related to the release of the retainage for the project. Affiant acknowledges and understands that the City is relying on the representations made in this document to accept the phase or portion of the subdivision in which the project is located.

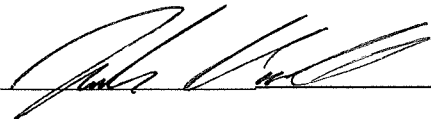
In addition to the foregoing, Affiant acknowledges and certifies that Affiant has paid all laborers, subcontractors, materialmen, and all other persons or parties who have provided labor or materials through, for, or on behalf of the Affiant to the above-noted construction project.

Affiant indemnifies and holds Owner harmless from any liens, debts or obligations which arise as a result of labor or materials provided by or through Affiant to the project through the date set out above. Affiant further indemnifies and holds harmless all real property on which the improvements were constructed and all interests in such property, including leasehold interests, from any liens, debts, or obligations arising from any labor or materials provided by or through Affiant to the project through the date set out above.

SUBSCRIBED AND SWORN TO BY Affiant on this 23 day of 01, 2026.

Initialed: JN

**AFFIANT:**

Signature: 

Typed Name: Joseph Norrell

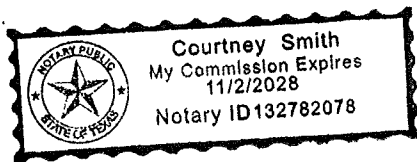
Title: Chief Financial Officer

STATE OF TEXAS  
COUNTY OF Williamson

BEFORE ME the undersigned authority on this day personally appeared Joseph Norrell, known to me to be the person noted above, and acknowledged to me the following: that he/she executed the foregoing for the purpose and consideration therein expressed, in the capacity therein stated, and as the duly authorized act and deed of the party releasing and waiving the lien therein; and that every statement therein is within his/her knowledge and is true and correct.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 23 day of 01, 2026.

[SEAL]



  
Notary in and for the State of Texas

Name: Courtney Smith

My commission expires: 11/2/2028

Initialed: JN



**EXECUTIVE SUMMARY**  
**4/2/2026**

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**AGENDA SUBJECT:**

Approval of the Second Reading of an Ordinance regarding Annexation Case A-25-0024 for Hero Way Elevated Storage Tank (EST) for the voluntary annexation of 11.369 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R025382 and Travis Central Appraisal District Parcel 353992; and generally located south of Hero Way West and approximately 750 feet west of Honeycomb Mesa, Leander, Williamson and Travis Counties, Texas.

**BACKGROUND:**

This request is the final step in the annexation process. A resolution was adopted on February 10, 2026, commencing the voluntary annexation of 11.369 acres ±. The resolution set the public hearing for March 19, 2026, and the readings of the ordinance for March 19, 2026, and April 2, 2026. Once annexed, this property will have an interim zoning district of SFR-1-B (Single-Family Rural). A zoning change is not required to support the development of an EST.

The City of Leander purchased this parcel in December 2022 for siting and construction of the Hero Way West Elevated Storage Tank (EST). City plans include the construction of a 1.25 million gallon EST to provide additional capacity to the northwest quadrant of the city. This project also includes the extension of 18,150 linear feet of water mains that are required to increase and control flows from the Brushy Creek Regional Utility Authority (BCRUA) to the Travisso community as well as the existing and planned residential communities to the north and west of the tower site.

The total cost for the project, from design through construction, is estimated to be approximately \$28 million. This cost is inclusive of the EST and related water line extensions. Construction is planned to commence in Fiscal Year 2028.

**HISTORY/TIMELINE:**

02/10/2026 - Resolution Adopted

03/19/2026 - City Council, 2<sup>nd</sup> Public Hearing & 1<sup>st</sup> 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 Annexation; or
2. Deny the proposed Annexation.

Staff recommends Option 1 listed above – approve the Annexation. This property is owned by the City and will include improvements identified in the City’s Capital Improvements Project (CIP) Plan.

The City Council unanimously approved the annexation during the March 19, 2026 meeting.

**PRESENTER:**

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

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**Fiscal Impact**

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**Attachments:**

1. A-25-0024 Att 1 Hero Way EST - Ordinance
2. A-25-0024 Att 2 Hero Way EST - Location Map

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF LEANDER, TEXAS ANNEXING 11.369 ACRES OF LAND, MORE OR LESS, LOCATED IN WILLIAMSON COUNTY, TEXAS, AND TRAVIS COUNTY, TEXAS, INTO THE CORPORATE LIMITS OF THE CITY OF LEANDER, TEXAS, AT THE REQUEST OF THE PROPERTY OWNER; APPROVING AN AGREEMENT FOR THE PROVISION OF SERVICES FOR THE ANNEXED AREA; MAKING FINDINGS OF FACT; PROVIDING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING FOR OPEN MEETINGS AND OTHER RELATED MATTERS.**

**WHEREAS**, the City of Leander, Texas, is a home-rule municipality authorized by State law to annex territory lying adjacent and contiguous to the City;

**WHEREAS**, the owners of the property, as described herein, have made written request for the City to annex such property in compliance with the *Tex. Loc. Gov't. Code*;

**WHEREAS**, the property is adjacent and contiguous to the present city limits;

**WHEREAS**, the City Council heard and has decided to grant the owners' request that the City annex said property;

**WHEREAS**, a public hearing was conducted prior to consideration of this Ordinance in accordance with §43.0673 of the *Tex. Loc. Gov't. Code*;

**WHEREAS**, notice of the public hearing was published not more than twenty (20) nor less than ten (10) days prior to the public hearing;

**WHEREAS**, the City intends to provide services to the property to be annexed according to the agreement for the provision of services attached hereto as **Exhibit A**.

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

**SECTION 1.** That all of the above premises and findings of fact are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

**SECTION 2.** All portions of the property described in **Exhibit B**, attached hereto and incorporated by reference herein for all purposes (hereinafter referred to as the "Annexed Property"), not previously annexed into the City, are hereby annexed into the corporate limits of the City of Leander:

**SECTION 3.** That the provision of services agreement submitted herewith is hereby approved as part of this Ordinance, made a part hereof and attached hereto as **Exhibit A**.

**SECTION 4.** That the future owners and inhabitants of the Annexed Property shall be entitled to all of the rights and privileges of the City as set forth in the provisions of the services agreement attached hereto as **Exhibit A**, and are further bound by all acts, ordinances, and all other legal action now in full force and effect and all those which may be hereafter adopted.

**SECTION 5.** That the official map and boundaries of the City, heretofore adopted and amended be and hereby are amended so as to include the Annexed Property as part of the City of Leander.

**SECTION 6.** That the Annexed Property shall be temporarily zoned District “SFR-1-B” as provided in the City Zoning Ordinance, as amended, until permanent zoning is established, therefore.

**SECTION 7.** That if any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

**SECTION 8.** That this Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the *Tex. Loc. Gov’t. Code*.

**SECTION 9.** 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, Tex. Gov’t. Code*.

**PASSED AND APPROVED** on First Reading this 19<sup>th</sup> day of March, 2026.

**FINALLY PASSED AND APPROVED** on this 2<sup>nd</sup> day of April, 2026.

**ATTEST:**

**CITY OF LEANDER, TEXAS**

\_\_\_\_\_  
Dara Crabtree, City Secretary

\_\_\_\_\_  
Na’Cole Thompson, Mayor

**Exhibit A**

**SERVICE AGREEMENT**

**[SEE ATTACHED]**

**AGREEMENT REGARDING POST-ANNEXATION PROVISION OF SERVICES  
FOR PROPERTY TO BE ANNEXED INTO THE CITY OF LEANDER**

This Agreement, required by Local Government Code 43.0672 without an exception for unity of landowner and the provider of services, stipulates the services to be provided to property to be annexed into the City of Leander and is by between the City of Leander as the owner requesting the annexation (the, "Landowner") and the City of Leander as the provider of services (the, "City").

**RECITALS**

**WHEREAS**, upon the request of the Landowners, 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:

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 as 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.

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:

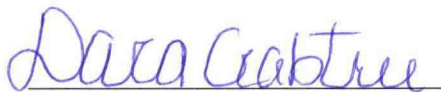
1. As provided in C(i)(1)&(2) above;
  2. Reconstruction and resurfacing of streets, installation of drainage facilities, construction of curbs, gutters and other such major improvements as the need therefore is determined by the governing body under City policies;
  3. Installation and maintenance of traffic signals, traffic signs, street markings and other traffic control devices as the need therefore is established by appropriate study and traffic standards; and
  4. Installation and maintenance of street lighting in accordance with established policies of the City;
- iii. If the outer boundaries of the Subject Property abut existing roadways, the Landowners 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 Landowners 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. This agreement expires ten (10) years from the date of execution below.
  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.

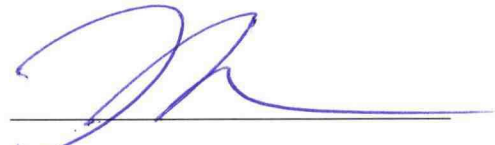
**EXECUTED and AGREED to by the Parties this the 10 day of February, 2026.**

**ATTEST:**

**THE CITY OF LEANDER, TEXAS**




Dara Crabtree, City Secretary



Todd Parton, City Manager

**LANDOWNER(S):**

**Name (print):**   
**Title:** Todd Parton, City Manager  
**Date:** 2/11/2026

**Name (print):** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Subject Property

BEING A 11.369 ACRE TRACT OF LAND OUT OF THE POLLY SCRITCHFIELD SURVEY, ABSTRACT NO. 899, WILLIAMSON COUNTY, TEXAS, AND ABSTRACT NO. 692, TRAVIS COUNTY, TEXAS, AND BEING ALL OF A CALLED 11.331 ACRE TRACT OF LAND CONVEYED TO PHILIP J. HACKETT AND KATERINA HACKETT, HUSBAND AND WIFE AS JOINT TENANTS BY DEED RECORDED IN DOCUMENT NO. 2010010132, OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS AND DOCUMENT NO. 2010023808, OF OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, SAID 11.369 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING at a 1/2" iron rod found with yellow cap labeled "RPLS 2218" on the south line of R.M. 2243 at the northwest corner of the remainder of a called 12.26 Acre Tract of land conveyed to John Hage and wife, Evie Hage by deed recorded in Volume 927, Page 928, Deed Records of Williamson County, Texas, same being the northeast corner of said 11.331 Acre Tract, (from which a concrete TXDOT highway monument found on the south line of said R.M. 2243, same being on the north line of said 12.26 Acre Tract bears, Easterly,(C2) along the arc of a non-tangent curve to the left, an arc distance of 166.90 feet, having a radius of 1,949.85 feet, a central angle of 04°54'16" and a chord which bears S80°06'50"E, 166.85 feet) for the northeast corner of this tract;

THENCE S23°35'44"W in part along the west line of the remainder of said 12.26 Acre Tract, and the west line of a 4.00 Acre Tract of land conveyed to John Kenneth Hage, Jr. by deed recorded in Document No. 2020083149 of the official Public records of Williamson County, Texas, same being the east line of said 11.331 Acre Tract, (Pass at a distance of 809.96 feet the common west corner of the remainder of said 12.26 Acre Tract and said 4.00 Acre Tract), in all total distance of 1,157.54 feet to a 1/2" iron rod found at the southeast corner of said 11.331 Acre Tract, same being the southwest corner of said 4.00 Acre Tract, same being at the northwest corner of a called 15.14 Acre Tract of land conveyed to Terry Alan Schultz and wife, Donna G. Schultz by deed recorded in Volume 1949, Page 911 of the official Records of Williamson County, Texas, same being the northeast corner of a called 14.44 Acre Tract of land conveyed to James Carpignano and Stephanie Carpignano by deed recorded in Document No. 2019204124 of the Official Public Records of Travis County, Texas for the southwest corner of this tract;

THENCE N58°07'21"W along the north line of said 14.44 Acre Tract, same being the south line of said 11.331 Acre Tract, a distance of 533.28 feet to a 1/2" iron rod found on the east line of a Lot 12, "Honeycomb Hills" according to the plat thereof recorded in Cabinet 70, Page 100 of the Plat Records of Travis County, Texas, the northwest corner of said 14.44 Acre Tract, same being the southwest corner of said 11.331 Acre Tract for the southwest corner of this tract;

THENCE N31°52'24"E in part along the east line of said Lot 12 and along the east line of Lot 7 of said "Honeycomb" subdivision (Pass at a distance of 439.78 feet a 1/2" iron rod found at the common easterly corners of said Lot 12 and said Lot 7) in all a total distance of 1039.78 feet to a 1/2" iron rod found with blue cap labeled "B&G Surveying" on the south line of said RM. 2243 at the northeast corner of said Lot 7, same being at the northwest corner of said 11.331 Acre Tract, for the northwest corner of this tract, from which, a 3/8" iron rod found on the south line of said RM. 2243, same being the north line of said Lot 7 bears, N69°57'59"W a distance of 220.13 feet;

THENCE along the south line of said R.M. 2243, same being the north line of said

11.369 Acre Tract the following two courses:

1. S73°23'10"E a distance of 225.69 feet to a concrete TXDOT highway monument found at a point of curvature to the left;

2. Easterly, (C1) along the arc of a non-tangent curve to the left, an arc distance of 155.95 feet, having a radius of 1,949.85 feet, a central angle of 04°34'57" and a chord which bears S75°23'14"E, 155.91 feet to the POINT OF BEGINNING.

Containing 11.369 acres, more or less.

City of Leander  
11.369 Acres  
Job No. 590-22-04

#### METES AND BOUNDS DESCRIPTION

BEING A 11.369 ACRE TRACT OF LAND OUT OF THE POLLY SCRITCHFIELD SURVEY, ABSTRACT NO. 899, WILLIAMSON COUNTY, TEXAS, AND ABSTRACT NO. 692, TRAVIS COUNTY, TEXAS, AND BEING ALL OF A CALLED 11.331 ACRE TRACT OF LAND CONVEYED TO PHILIP J. HACKETT AND KATERINA HACKETT, HUSBAND AND WIFE AS JOINT TENANTS BY DEED RECORDED IN DOCUMENT NO. 2010010132, OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS AND DOCUMENT NO. 2010023808, OF OFFICIAL PUBLIC RECORDS OF TRAVIS COUNTY, TEXAS, SAID 11.369 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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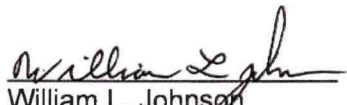
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Containing 11.369 acres, more or less.

Bearings are referenced to the Texas State Plane Coordinate System of 1983, Central Zone (4203). All distances shown hereon are grid distances.  
All iron rods found are 1/2" unless otherwise noted.

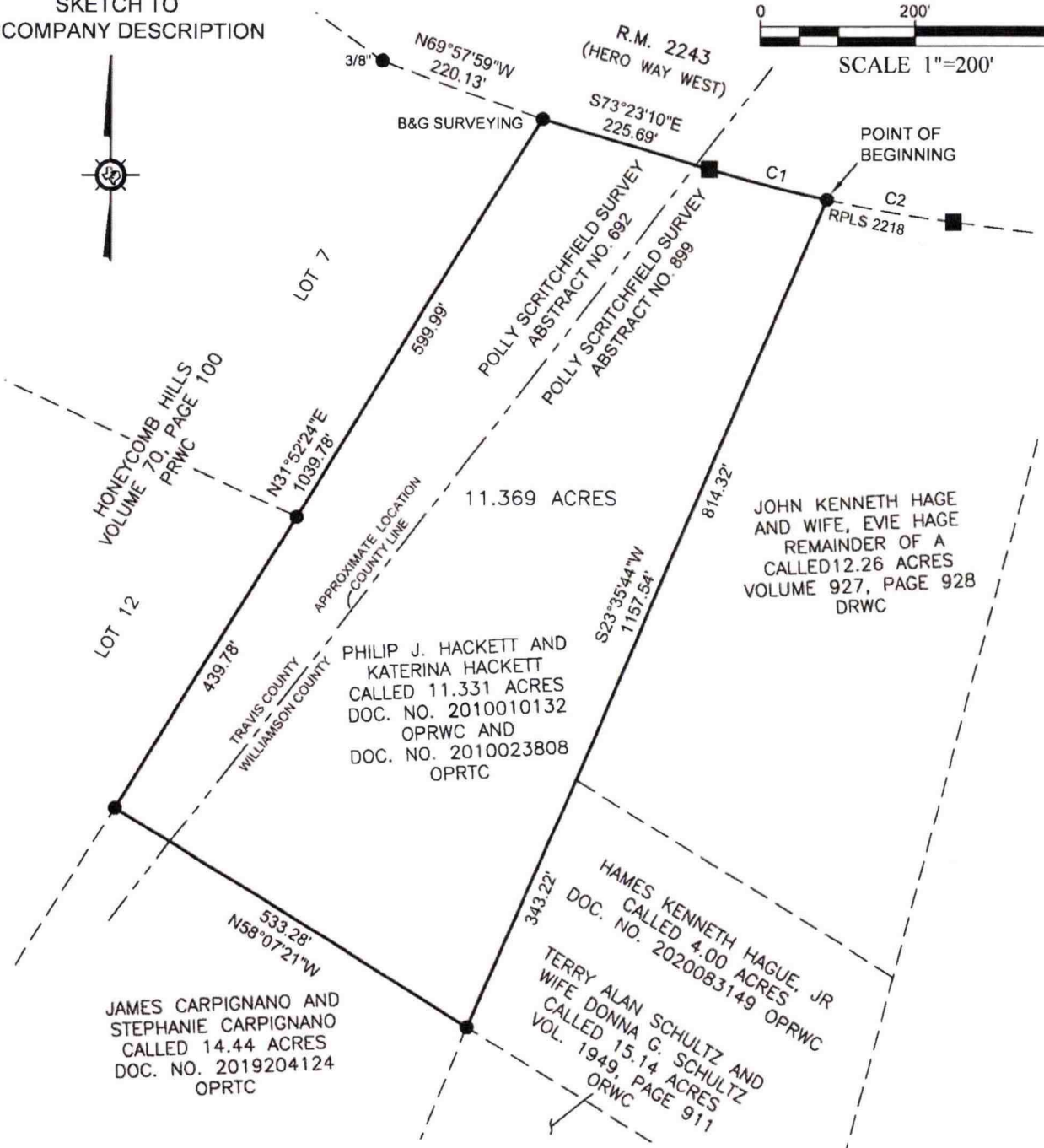
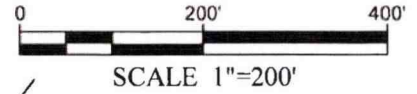
I William L. Johnson, a Registered Professional land surveyor, do hereby confirm that the property shown hereon was prepared from an on the ground survey under my direct supervision.

  
William L. Johnson  
Registered Professional Land Surveyor No. 5425  
State of Texas

21 NOVEMBER 2022  
Date



SKETCH TO ACCOMPANY DESCRIPTION



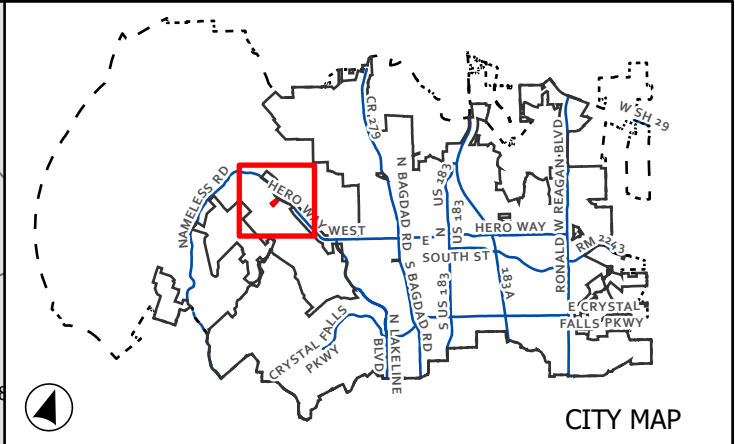
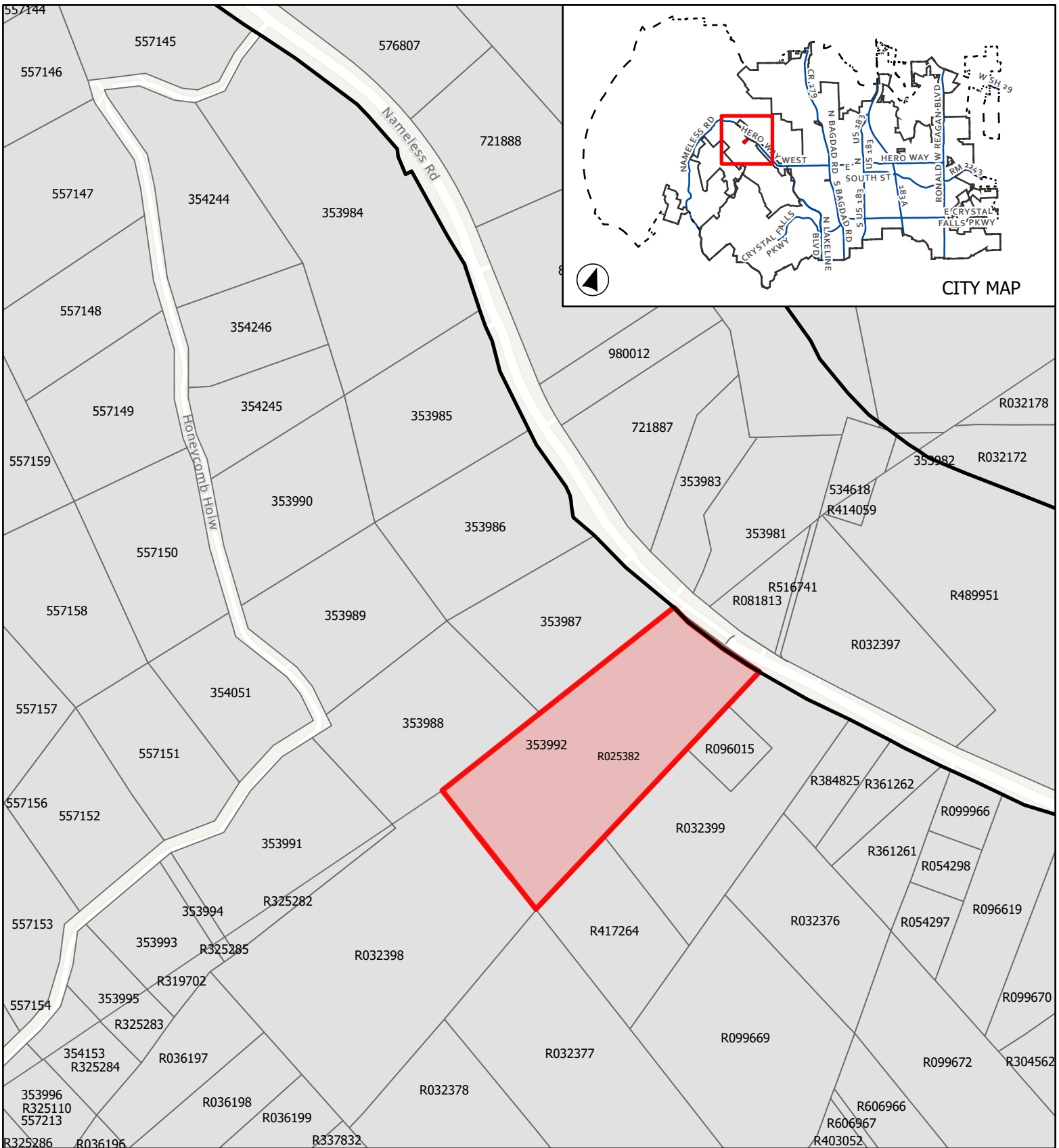
Curve Table					
Curve #	Length	Radius	Delta	Bearing	Chord
C1	155.95'	1949.85'	004°34'57"	S75°23'14"E	155.91'
C2	166.90'	1949.85'	004°54'16"	S80°06'50"E	166.85'

- LEGEND**
- 1/2" IRON ROD FOUND (UNLESS OTHERWISE STATED)
  - CONCRETE HIGHWAY MONUMENT
  - OPRWC OFFICIAL PUBLIC RECORDS WILLIAMSON COUNTY, TEXAS
  - OPRTC OFFICIAL PUBLIC RECORDS TRAVIS COUNTY, TEXAS
  - PRTC PLAT RECORDS TRAVIS COUNTY, TEXAS
  - ORWC OFFICIAL RECORDS WILLIAMSON COUNTY, TEXAS



Civil Engineers and Land Surveyors  
 1010 Provident Lane  
 Round Rock, Texas 78664-3276  
 Ph. 512-837-2446 Fax 512-837-9463

BEARINGS ARE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM OF 1983, CENTRAL ZONE (4203). ALL DISTANCES SHOWN HEREON ARE GRID DISTANCES.



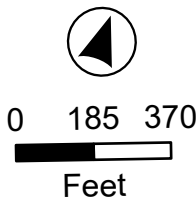
CASE: A-25-0024

ATTACHMENT 2

HERO WAY WEST EST  
VOLUNTARY ANNEXATION

Utilities 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
- Waste Water Line
- Water Main Line



**EXECUTIVE SUMMARY**  
**4/2/2026**

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**AGENDA SUBJECT:**

Conduct a Public Hearing regarding Special Use Case Z-25-0203 for a Special Use Permit to allow for used vehicles sales on a portion of a parcel of land 0.73 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R031857; and more commonly known as 2401 S US 183, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0203 as described above.

**BACKGROUND:**

This request is the second step in the zoning process to approve a Special Use Permit (SUP). Uses permitted in a zoning district are classified in two ways.

1. Uses Permitted by Right: A use permitted by right is allowed in the specified zoning district provided that the property owner complies with specified building and site requirements.
2. Special Uses: These uses may be allowed within a zoning district but generally requires more review by the Planning and Zoning Commission and City Council in order to ensure the compatibility of the proposed use with the surrounding land uses.

The applicant has submitted a request for a Special Use Permit in order to allow for a used car dealership on the property. The site previously operated as a used car dealership known as Leander Auto Mall prior to the adoption of the Composite Zoning Ordinance in 2005. However, the Leander Auto Mall ceased operations in 2023, and when a different business began operating on the property, the site’s non-conforming use status was lost.

To re-establish a used car dealership on this site today, the use must meet current zoning standards and all required site improvements. While the sale of new vehicles is permitted by right under the existing GC-4-C (General Commercial) zoning, the sale of used vehicles is permitted only in the HC (Heavy Commercial) use component, which would require a zoning change in this case. The proposed SUP would allow the used car dealership as an interim use for up to five (5) years, with the option to request an extension at the end of that term. The applicant has indicated plans to redevelop the property in the future.

**GENERAL INFORMATION:**

Current Zoning:

GC-4-C (General Commercial)

Size and Location:

The property is located on the west of US 183, approximately 1,100 feet north of Osage Drive, including approximately 0.73 acres.

**Surrounding Area:**

This property is located north of a retail center and east of a self-storage facility. The area to the north is proposed as a commercial area. Farther west of the property are residential uses.

**Previous Zoning Cases:**

No zone cases were previously submitted for this property:

**COMPREHENSIVE PLAN:**

**Applicable Future Land Use categories**

**MULTI-USE CORRIDOR**

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

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

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

**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 are also required to be contacted.

The applicant reached out to the residents on October 16 via mail. No concerns have been raised about the proposal.

Please see the full report from the applicant attached as Exhibit 8.

**HISTORY/TIMELINE:**

01/20/1978 – Original Incorporation of Leander

02/26/2026 – Planning & Zoning, 1<sup>st</sup> Public Hearing

**APPLICANT/AGENT:**

Southwest Engineers (Paulo Misi) on behalf of Julie Wiley (Joe Wiley)

**RECOMMENDATION:**

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

1. Approve the proposed Special Use Permit for a used car dealership for a five-year period;
2. Deny the proposed Special Use Permit for a used car dealership for a five-year period; or

3. Approve an alternative request that may include modifications to the time limit, limited hours of operation, increased setbacks, additional screening, or increased landscaping.

Staff recommends Option 1 listed above – approve the Special Use Permit. Staff made this recommendation based on the limited time frame of five (5) years and the surrounding land uses including commercial and a self-storage facility. The site will be redeveloped at a later time.

The Planning & Zoning Commission unanimously approved the Special Use Permit during the February 26, 2026 meeting.

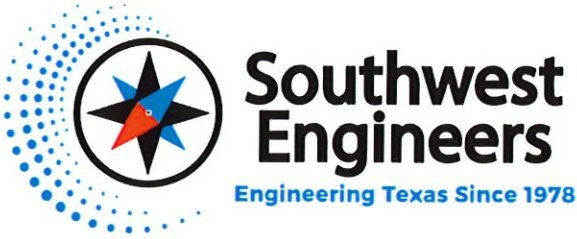
**PRESENTER:**

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

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**Attachments:**

1. Z-25-0203 Att 1 Letter of Intent - Wiley SUP
2. Z-25-0203 Att 2 Current Zoning - Wiley Center Development SUP
3. Z-25-0203 Att 3 FLU Map - Wiley Center Development SUP
4. Z-25-0203 Att 4 Public Notification - Wiley Center Development SUP
5. Z-25-0203 Att 5 Aerial Map - Wiley Center Development SUP
6. Z-25-0203 Att 6 Utilities Map - Wiley Center Development SUP
7. Z-25-0203 Att 7 Conceptual Site and Layout Plan - Wiley SUP
8. Z-25-0203 Att 8 Neighborhood Outreach - Wiley SUP
9. Z-25-0203 Att 9 Ordinance - Wiley SUP
10. Z-25-0203 Att 10 P & Z Minutes 02/26/2026



Public Infrastructure  
Land Development  
Land & ROW Acquisition

TBPELS No. F-1909

December 10, 2025

City of Leander  
Development Services  
201 N Brushy Street  
Leander, TX 78641

**RE: Wiley Center Development  
2401 S Hwy 183  
Leander, Texas 78613  
SWE Project No. 1293-001-25  
Letter of Intent for Special Use Permit**

This property is 2.075-acres within the full-purpose jurisdiction of the City of Leander. The property consists of two (2) commercial retail buildings, a commercial parking area, and associated parking and drives.

The current zoning for the lot is General Commercial, which encompasses “New vehicle and major equipment sales, rental or leasing, repair of new or used vehicles, body shop [Small engine repair shops and motorcycle repair shops shall not be permitted within one-hundred fifty (150) feet of a residential district unless such repairs are conducted totally within a fully enclosed building.]”. The proposed use of the property is a Used Car Lot which falls under Heavy Commercial. The Special Use Permit indicates a Heavy Commercial use within General Commercial zoning. The time limit for this Special Use Permit will be a 5-year time limit.

If you have any questions, please feel free to contact me at 512-222-4964.

Respectfully submitted,

Paulo Misi, P.E.  
Senior Project Manager  
/kd



CASE: Z-25-0203

ATTACHMENT 2

WILEY CENTER  
DEVELOPMENT SUP

Current Zoning



0 55 110



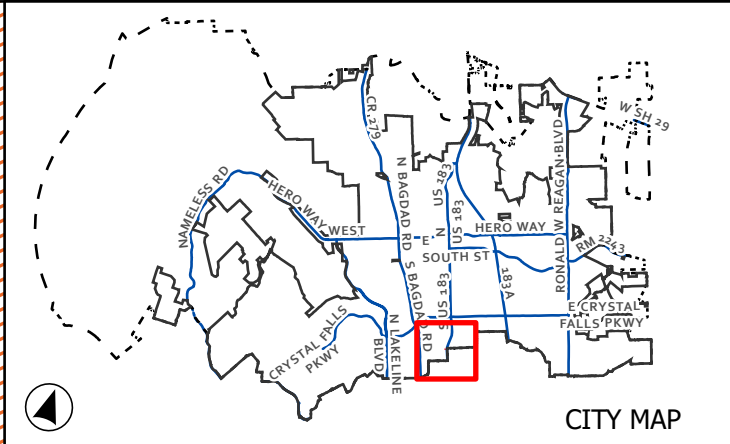
Feet

- City Limits
- ETJ
- Subject Boundary

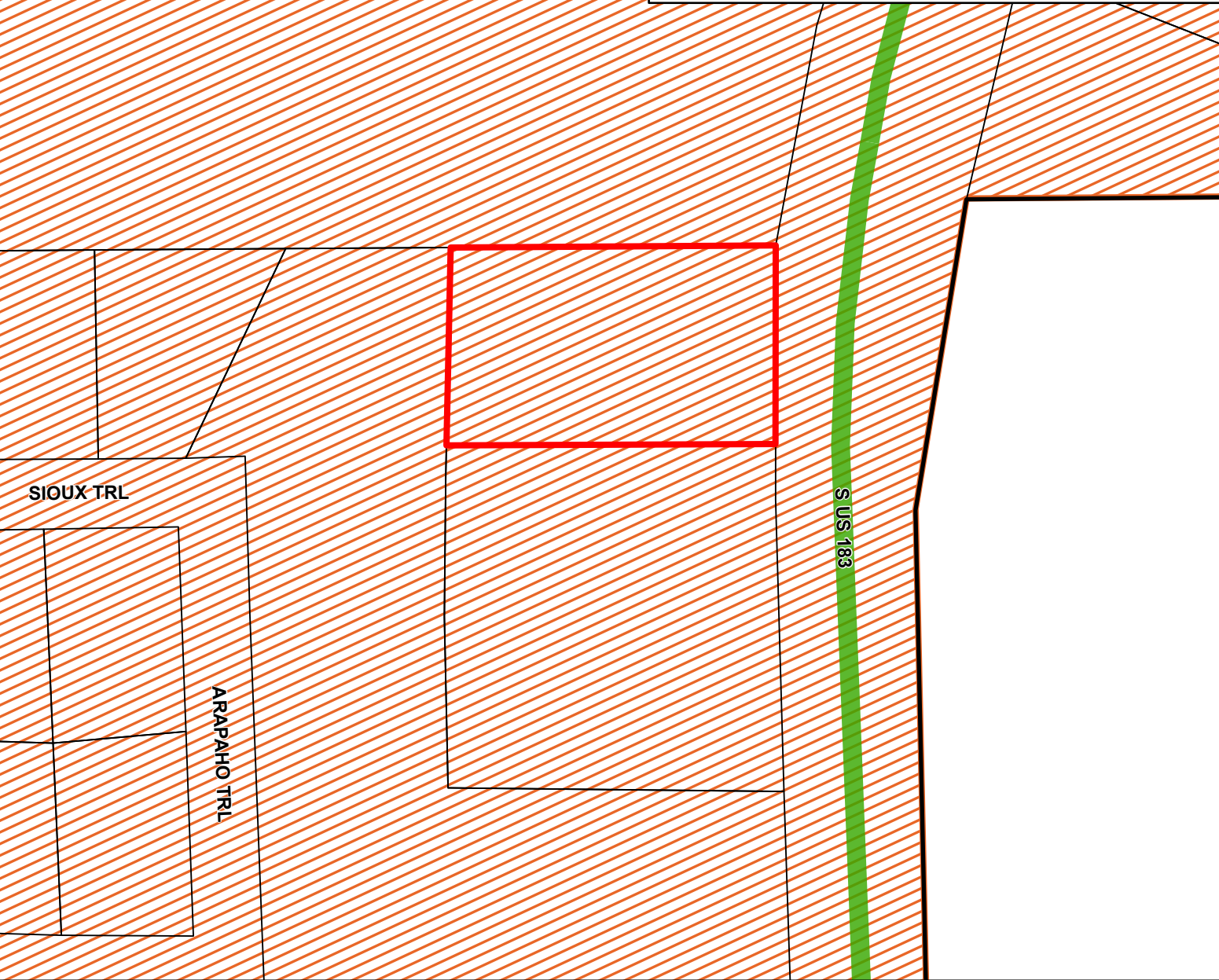
Current Zoning

- SFE - Single-Family Estate
- SFU - Single-Family Urban
- GC - General Commercial

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 MAP



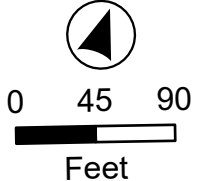
CASE: Z-25-0203

ATTACHMENT 3

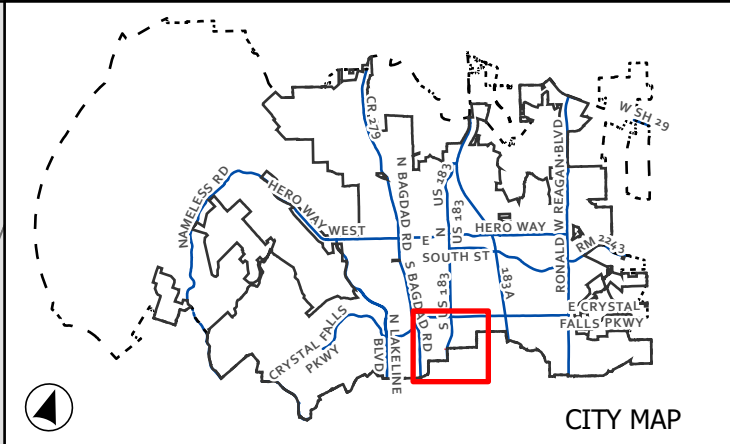
WILEY CENTER  
DEVELOPMENT SUP

### Future Land Use Map

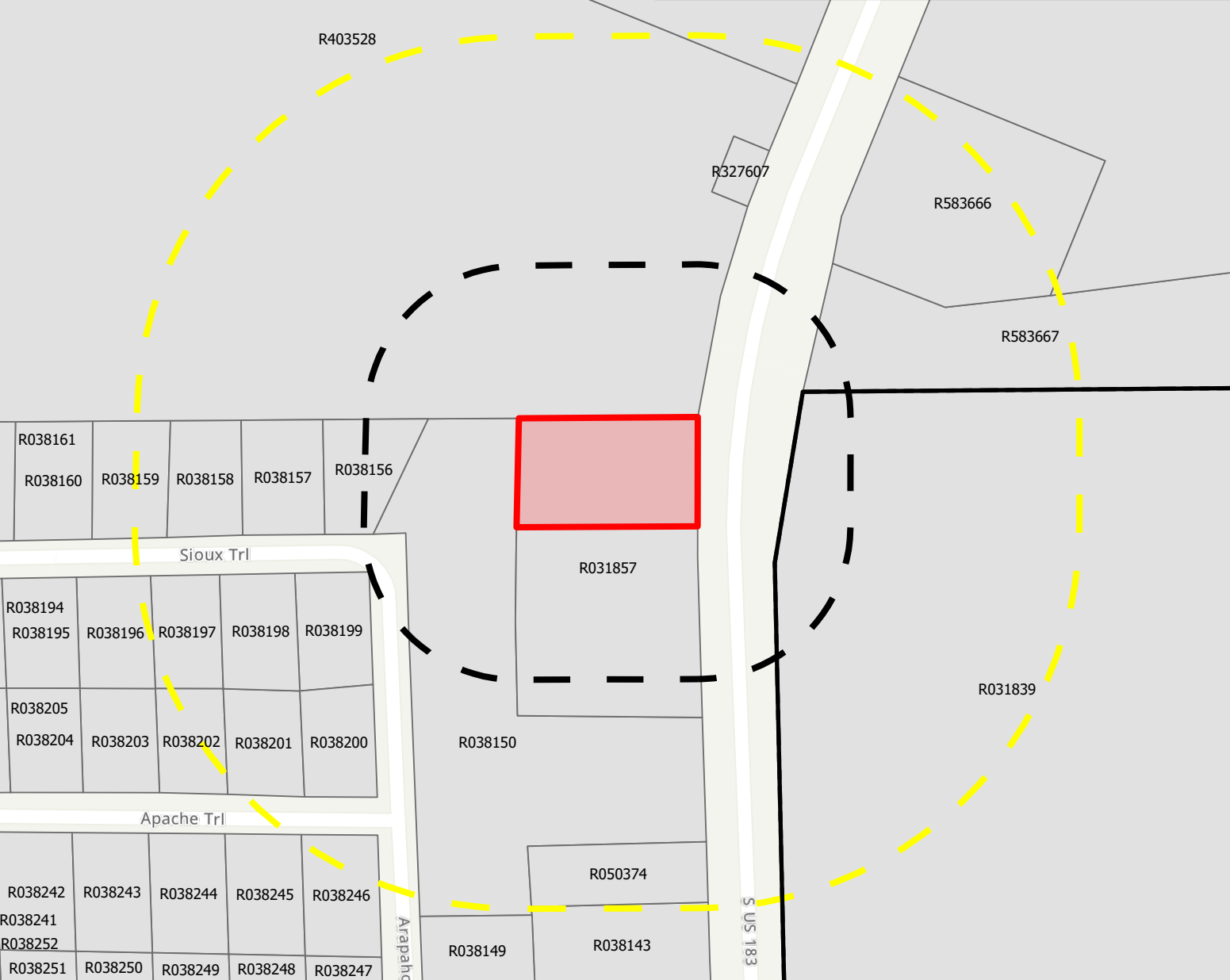
This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the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



- ETJ Boundary
- Leander City Limits
- Subject Boundary
- Arterial 6 Lane, Existing
- Multi-Use Corridor - Priority Corridor



CITY MAP



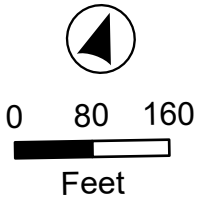
CASE: Z-25-0203

ATTACHMENT 4

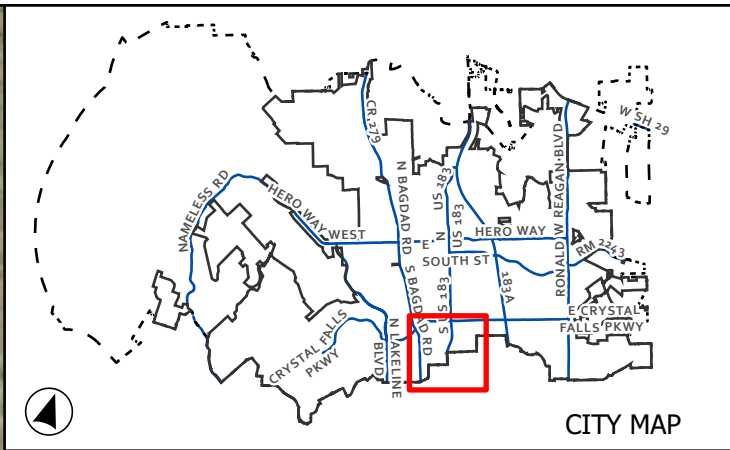
WILEY CENTER DEVELOPMENT SUP

Public Notification

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- City Limits
- ETJ
- Subject Boundary
- Buffer 200
- Buffer 500



CITY MAP

S US 183

Williamson County TX, Microsoft, Vantor

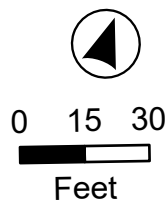
CASE: Z-25-0203




ATTACHMENT 5

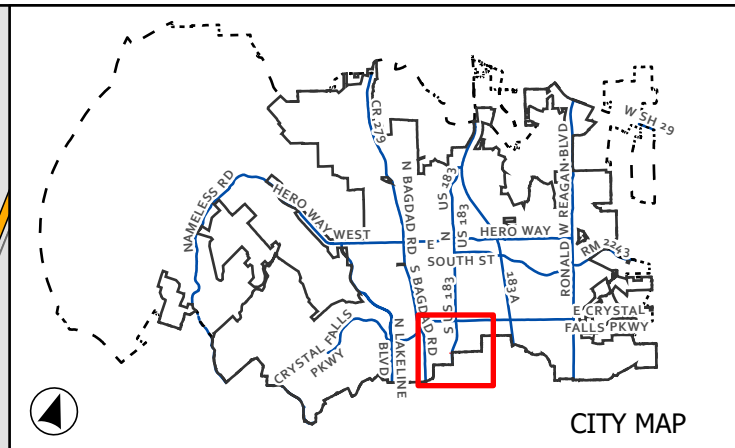
WILEY CENTER  
DEVELOPMENT SUP

### Aerial Map

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-  Leander City Limits
-  Williamson County Parcels
-  Subject Boundary



CITY MAP



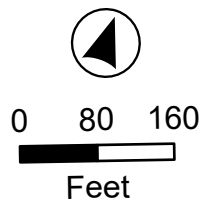
CASE: Z-25-0203

ATTACHMENT 6

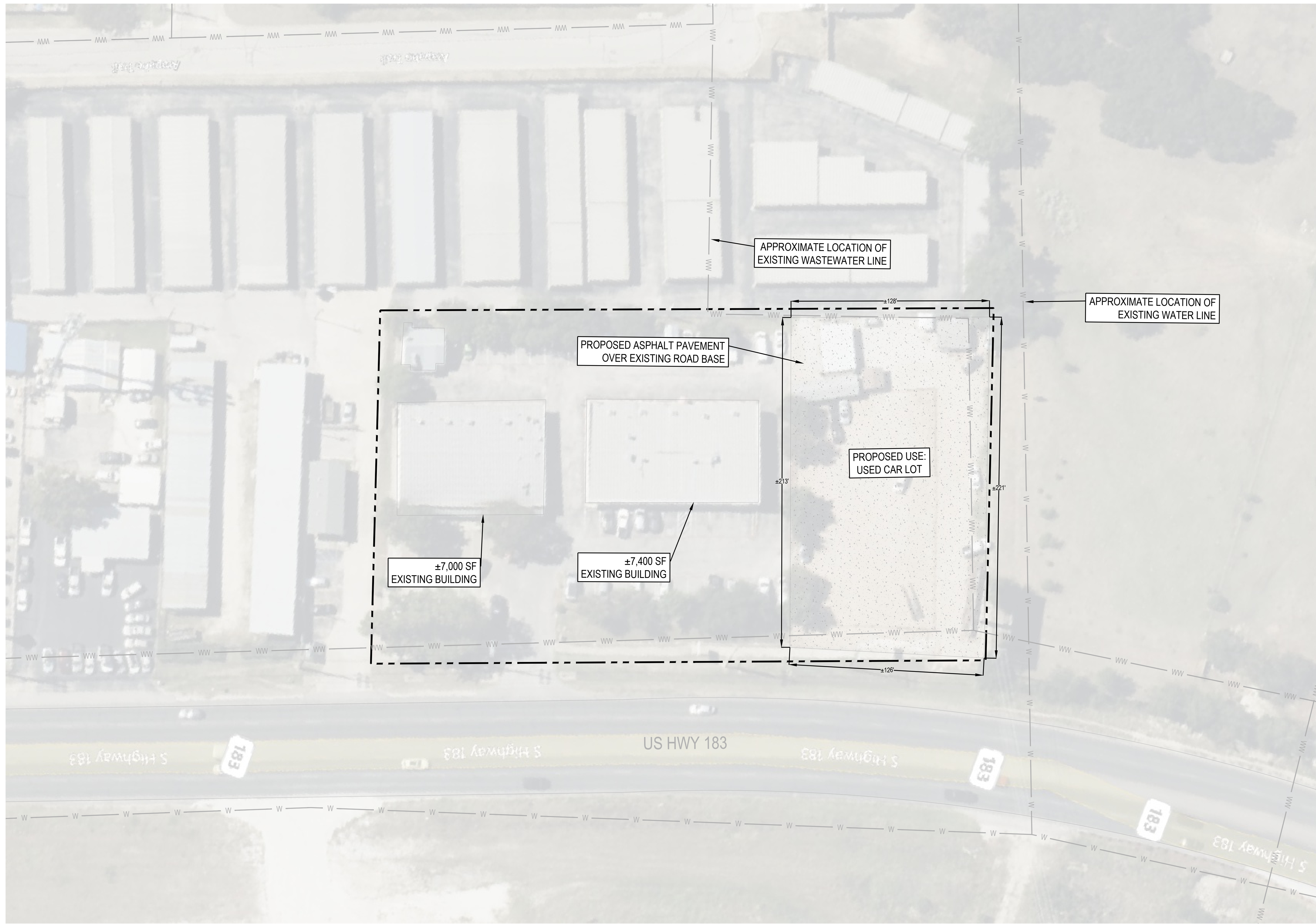
WILEY CENTER DEVELOPMENT  
SUP

### Utilities Map

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- City Limits
- ETJ
- Subject Boundary
- Buffer 200
- Buffer 500
- Waste Water Line
- Water Main Line



**LEGEND**

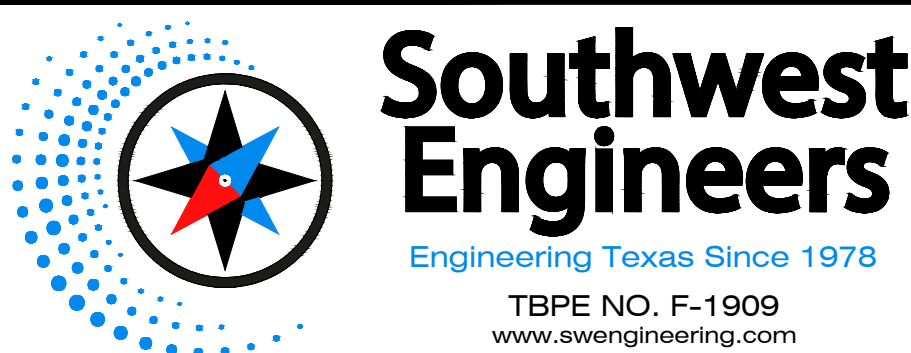
- PROPERTY BOUNDARY
- WATER LINE
- WASTEWATER LINE

**NOTES:**

THIS PLAN IS CONCEPTUAL AND HAS NOT BEEN REVIEWED FOR COMPLIANCE WITH THE SUBDIVISION ORDINANCE, COMPOSITE ZONING ORDINANCE, OR TOD ORDINANCE REQUIREMENTS

THE SPECIAL USE PERMIT IS VALID FOR 10 YEARS FROM THE DATE OF APPROVAL.

C:\Company\Projects\1255 - Jule Wiley\01-25 Wiley Center Development\CD\14-Exhibit\2436 - Layout - Exhibit 2436.dwg - Layout - Exhibit 2436.dwg - Tue, Dec 09, 2020, 11:15am. By: kaden.oberdorfer



**ROUND ROCK**  
2631 GATTIS SCHOOL ROAD STE 270  
ROUND ROCK, TEXAS 78664  
PH: 512.222.4962  
GONZALES | BUDA | BASTROP  
ROUND ROCK | CUERO

TBPE NO. F-1909  
www.swengineering.com

CONCEPTUAL SITE LAYOUT & LAND USE PLAN

**WILEY CENTER DEVELOPMENT**  
2401 S HWY 183, LEANDER, TEXAS 78641

DRAWN BY:	PROJECT NO.
KD	1293-001
CHECKED BY:	DRAWING NO.
PM	1
SHEET <u>1</u> OF <u>1</u>	

**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.

On October 16, the residents were notified by mail sent by Southwest Engineers.

Attached is the letter that was sent to each residential property owner, as well as a list of all property owners contacted.

- 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 within 500' of the site were notified. There is no HOA or any representative. The contact information has been attached.

- 3. What concerns were raised during these communications?

There were no concerns raised by the neighboring home owners during these communications

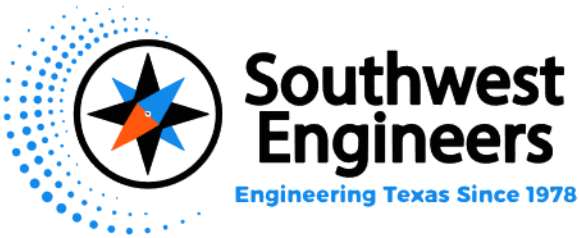
- 4. What specific conditions were added to or modified within the zoning request in response to the concerns raised at the meeting?

Not applicable

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

Signature: Faylo Migi

Date 11/11/2025



**Public Infrastructure  
Land Development  
Land & ROW Acquisition**

TBPELS No. F-1909

October 9, 2025

To whom it may concern,

The owners of the property located at 2401 S Hwy 183, Leander, TX 78641 (see location map) are applying for a Special Use Permit which will allow them to operate a Used Car Lot. You are receiving this letter because the City of Leander requires the applicant to notify all residential property owners within 500' of the applicant's property.

We are required to report any concerns you may have with this application. This property has operated as a Used Car Lot from as early as 2001 up until Spring 2025. If there are any concerns, please do not hesitate to reach out to us to voice these concerns. You can find our contact information below.

(512) 222-4964  
wileydevelopment@swengineers.com

Best Regards,  
Southwest Engineers

**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 WILEY TRACT SPECIAL USE PERMIT TO ALLOW FOR USED VEHICLES SALES; 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 0.73 acres ±; being more particularly described in Exhibit "A"; commonly known as 2401 S US 183; identified by Williamson Central Appraisal District tax identification number R031857; more particularly described in Instrument Number 19538131DR; recorded in the Official Public Records of Williamson County, Texas.

**SECTION 4. Property Rezoned.** The Special Use Permit is hereby approved to allow used vehicles sales uses as conceptually shown in Exhibit "B". The term of this permit shall be limited to a time frame of five (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 2<sup>nd</sup> day of April, 2026.  
**FINALLY PASSED AND APPROVED** on this the 16<sup>th</sup> day of April, 2026.

**ATTEST:**

**THE CITY OF LEANDER, TEXAS:**

\_\_\_\_\_  
Dara Crabtree, City Secretary

\_\_\_\_\_  
Na'Cole Thompson, Mayor



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



Pat Bryson Municipal Hall  
201 North Brushy Street - Leander, Texas  
Thursday, February 26, 2026  
Regular Meeting at 6:00 PM

**Place 1 – Donnie Mahan, Chair**  
**Place 2 – Joseph Morales**  
**Place 3 – Karen Lewis**  
**Place 4 – Jay Coats**

**Place 5 – James Oliver**  
**Place 6 – Laura Lantrip, Vice-Chair**  
**Place 7 – Tyler Bray**  
**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 were present except Commissioner Donnie Mahan.
3. Director's report to the Planning & Zoning Commission on action taken by City Council on the February 24, 2026 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.]*

Rebekah Cummings, 2333 Beebalm St., Leander, Texas 78641 spoke on behalf of residents seeking answers about the sports complex.

**CONSENT AGENDA: ACTION**

Motion to approve consent agenda items 6-10.

By: Board Member Oliver  
Seconded: Board Member Coats

**Vote: 6 - 0**

6. Approval of the minutes for meeting held on February 12, 2026.
7. Approval of the extension of the application expiration for Site Development Case SD-24-0226 Gabriel's Horn Development Overall Shared Improvements; on four (4) parcels of land 17.82 acres ± in size; more particularly described by Williamson Central Appraisal District Parcels R473804, R022218,

R500871, and R500872, generally located northwest of the intersection of Ronald W. Reagan Boulevard and Gabriel Horn Road, Leander, Williamson County, Texas.

8. Approval of the extension of the application expiration for Site Development Case SD-24-0245 Gabriels Horn Lot 5; on two (2) parcels of land 9.09 acres ± in size; more particularly described by Williamson Central Appraisal District Parcels R473804 and R500872, commonly known as 2005 Gabriels Horn Place, Leander, Williamson County, Texas.
9. Approval of the extension of the application expiration for Site Development Case SD-24-0246 Gabriels Horn Lot 4; on one (1) parcel of land 2.06 acres ± in size; more particularly described by Williamson Central Appraisal District Parcel R022218, commonly known as 18201 and 18193 Ronald W. Reagan Boulevard, Leander, Williamson County, Texas.
10. Approval of the extension of the application expiration for Site Development Case SD-24-0247 Gabriels Horn Lot 3; on one (1) parcel of land 1.83 acres ± in size; more particularly described by Williamson Central Appraisal District Parcel R500872, commonly known as 18249 & 18229 Ronald W. Reagan Boulevard, Leander, Williamson County, Texas.

**PUBLIC HEARING: ACTION**

11. Conduct a Public Hearing regarding Special Use Case Z-25-0203 to consider action on a Special Use Permit to allow for used vehicles sales on a portion of a parcel of land 0.73 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R031857; and more commonly known as 2401 S US 183, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0203 as described above.

Public Hearing opened at 6:08 p.m.; Public Hearing closed at 6:08 p.m.; following discussion.

No one wished to speak in favor or opposition of the request.

Motion to approve Zoning Case Z-25-0203.

By: Board Member Oliver  
Seconded: Board Member Bray

**Vote:** 6 - 0

**REGULAR AGENDA - REVISED**

12. Discuss and consider action on Zoning Case Z-25-0196 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to SFU-2-A (Single-Family Urban) and SFC-2-A (Single-Family Compact) on one (1) parcel of land approximately 55.152 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R032246; and generally located west of Kauffman Loop approximately 300 feet south of Equine Road and CR 267 Leander, Williamson County, Texas.

Motion to approve Zoning Case Z-25-0196.

By: Board Member Morales  
Seconded: Board Member Oliver

**Vote:** 5 - 1 Board Member Lantrip

13. Discuss and consider action on selecting a Planning & Zoning Commissioner to serve as a member of the Comprehensive Plan Advisory Committee (CPAC).

Motion to select Commissioner Morales as the Planning & Zoning Commissioner to serve as a member of the Comprehensive Plan Advisory Committee (CPAC).

By: Board Member Oliver  
Seconded: Board Member Lewis

**Vote: 6 - 0**

14. Adjournment  
Meeting adjourned at 6:26 p.m.

APPROVED

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CHAIR

ATTEST:

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STAFF LIAISON



**EXECUTIVE SUMMARY**  
**4/2/2026**

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**AGENDA SUBJECT:**

Conduct a Public Hearing regarding Zoning Case Z-25-0205 to amend the current zoning of 675 Kauffman Loop Planned Unit Development (PUD) with base zoning districts of SFT-2-A (Single-Family Townhouse) and GC-2-A (General Commercial) to remove the prohibition of automotive uses on Lot 3, Block B of the 675 Kauffman Loop Subdivision and allow for a car wash on Lot 4, Block B of the 675 Kauffman Loop Subdivision on one (1) parcel of land 2.4 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R328207; and generally located 1,500 feet to the east of the intersection of SH 29 and Ronald W. Reagan Boulevard on the south side of SH 29, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0205 as described above.

**BACKGROUND:**

This request is the second step in the zoning process. The applicant has submitted a request to amend the 675 Kauffman Loop PUD that includes the following updates:

1. **Lot 3, Block B** – The applicant is proposing to remove the existing prohibition on automotive repair for the development of this lot. The PUD was previously amended to allow for overhead doors as part of the development. This change would allow for automotive repair with overhead doors such as general service garages, inspection centers, and repair shops.
2. **Lot 4, Block B** – The applicant is also requesting to allow the car wash and reduce the compatibility setback for washing of vehicles (including vacuum facilities) from 150 feet to 75 feet from properties zoned for residential use (Article V, Section 3(v)(a) of the Composite Zoning Ordinance). The proposal also includes increasing the height of the required masonry screening wall to eight (8) feet between the car wash and the residential use. The wall height would be eight (8) feet only where it is directly adjacent to Lot 4, Block B.

The proposal complies with the Comprehensive Plan and is appropriate for properties located in the Activity Center land use category as identified by the Comprehensive Plan.

Since the Planning & Zoning Commission meeting, the applicant has made the following changes:

1. **Lot 3, Block B** – Clarified that the repair use will be limited in scope and housed within a 5,000 square foot building with all repair work fully contained indoors to minimize impacts on surrounding properties.
2. **Lot 4, Block B** – Added additional noise reduction measures for the self service vacuums, such as a silencer and an enclosure around the vacuum motor, along with setback requirements to further reduce noise impacts.

## **PREVIOUS APPROVALS**

Initially, a PUD for this property was approved in 2022 that included a horizontal mixed-use development with General Commercial and Townhouse uses. The adopted PUD prohibited the following uses:

1. Bar, nightclub or private club;
2. Equipment and furniture or other similar good sales, repair and service;
3. Funeral home, including embalming and crematory facilities associated with an onsite funeral home or cemetery;
4. Manufactured housing sales and accessory building sales;
5. Office/warehouse including painting, plumbing or similar commercial services;
6. Transportation related facilities including commercial parking lots, passenger terminals, taxi-cab stations and mass transit terminals;
7. New or used vehicle and major equipment sales, rental or leasing, repair of new or used vehicles, body shop; and
8. Wholesale activities with less than 3,500 square feet of gross area of business.

In 2024, a minor amendment to the PUD was approved that clarified the timing of the phasing of the project and allowed for overhead doors associated with commercial uses, such as restaurants with outdoor patios.

## **GENERAL INFORMATION:**

Current Zoning:

Planned Unit Development (PUD) with base zoning districts of SFT-2-A (Single-Family Townhouse) and GC-2-A (General Commercial)

Size and Location:

The two (2) lots are located approximately 1,500 feet to the east of the intersection of SH 29 and Ronald W. Reagan Boulevard on the south side of SH 29, including approximately 2.4 acres.

Surrounding Area:

To the north of this property is SH 29 and a vacant lot outside the City of Leander's corporate limits and extraterritorial jurisdiction. To the west of the overall development is the Bar W Ranch Commercial development, which includes HEB and retail uses. To the east of the overall development is vacant land outside the City of Leander corporate limits jurisdiction and to the south is the SFT (Single-Family Townhouse) portion of the 675 Kauffman Loop PUD development, which is currently undeveloped.

## **PROPOSED ZONING DISTRICT:**

### **USE COMPONENT**

#### **GC – GENERAL COMMERCIAL:**

*Features:* Any use in LC (Local Commercial) plus bar, nightclub, entertainment venues, hospital, hotel, liquor store, office/warehouse, vehicle and equipment sales, leasing and repair, furniture sales, pet shop, wholesale activities less than 3,500 square feet

*Intent:* Development of small to large scale commercial, retail, and commercial service uses located in high traffic areas. Access to this component should be provided by an arterial street. The heaviest concentration of this component should be located at intersections of arterial streets.

### **SITE COMPONENT**

#### **TYPE 2:**

*Features:* Accessory buildings greater than 20% of the primary building or 120 square feet; drive-thru service lanes; uses not to exceed 40,000 square feet.

*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. 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.
3. 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.
4. 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 landowner.

## **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. 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.
3. This component is intended to be utilized for buildings requiring heights greater than those provided in other architectural components.
4. 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.

## **COMPREHENSIVE PLAN:**

### **Applicable Comprehensive Plan goal statements**

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

### **Applicable Future Land Use category**

#### **Activity Center**

- Major strategic commercial centers within the community.
- Intended to provide opportunities for diverse retail, employment and mixed-use destinations at critical intersections to create dense, value-intense development.
- Regional in nature and serve a population beyond Leander and are found on major highways and arterials.
- Coordinated access and traffic are required in these high volume areas.

- Designed to become community destinations with activities, amenities, shopping, restaurants and places to gather, live and work.

Mixed-use centers complement neighborhood centers and the urban development around Leander Station. Individually, these centers are expected to have a differing balance of land use, design, and atmosphere based on their location and context. High-density apartments and lofts are appropriate if designed and connected to the larger mixed-use center.

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

**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 are also required to be contacted.

Neighborhood outreach was conducted via mailed letters on October 27, 2025, regarding only Lot 3, Block B proposed updates. No comments/concerns were received. Upon update to the PUD amendment request to include Lot 4, Block B, the applicant conducted a new neighborhood outreach via mailed letters on February 6, 2026. Per the applicant’s neighborhood summary communications, they also reached out via email and phone. The adjacent townhome community representative discussed raising the height of the fence to 10 feet to help with noise. The applicant consulted with City staff to confirm the preferred height for a fence being eight (8) feet. Additionally, the developer of the car wash verified that the building will be 75 feet from the property line, and the vacuums will be located on the north side of the lot, closest to SH 29.

Please see the full report from the applicant attached as Exhibit 8.

**HISTORY/TIMELINE:**

- 10/10/2022 – Kauffman Loop PUD Approved
- 06/19/2024 – Kauffman Loop PUD Minor Amendment Approved
- 11/21/2024 – Kauffman Loop PUD Amendment #1 Approved
- 02/12/2026 – Kauffman Loop PUD Amendment #2, Postponed
- 03/12/2026 – Planning & Zoning, 1<sup>st</sup> Public Hearing

**APPLICANT/AGENT:**

675 Kaufman, LLC. (Richard Gary)

**RECOMMENDATION:**

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

1. Approve the proposed zoning request;
2. Deny the proposed zoning request; or
3. Approve an alternative request which could modify the following:
  - a. Adjusting the allowed or prohibited uses on both lots or either lot;
  - b. Increasing the distance requirements for the car wash;
  - c. Requiring alternative screening; and/or
  - d. Approving the proposed amendments for only one lot.

Staff recommends Option 1 listed above – approve the proposed zoning request. Staff is recommending approval based on the applicant’s updates to the zoning request, which improve compatibility with adjacent land uses and reflect coordination with representatives of the planned townhome community. The additional clarification regarding the small-scale automotive repair use, along with the enhanced noise-mitigation measures, helps ensure that the proposed use can operate with minimal impact on nearby residential properties.

During the meeting of March 12, 2026, the Planning & Zoning Commission had two (2) failed motions. There were two (2) separate motions made, one (1) for denial and one (1) for approval, with each motion receiving a vote of 3 for and 3 against. Therefore, this item comes forward to the City Council without a recommendation of approval or denial from the Commission.

**PRESENTER:**

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

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**Attachments:**

1. Z-25-0205 Att 1 Letter of Intent - 675 Kauffman Loop
2. Z-25-0205 Att 2 Current Zoning - 675 Kauffman Loop
3. Z-25-0205 Att 3 FLU Map - 675 Kauffman Loop
4. Z-25-0205 Att 4 Public Notification - 675 Kauffman Loop
5. Z-25-0205 Att 5 Aerial Map - 675 Kauffman Loop
6. Z-25-0205 Att 6 Utilities Map - 675 Kauffman Loop
7. Z-25-0205 Att 7 PUD Notes- 675 Kauffman Loop PUD Amendment #2 - Updated
8. Z-25-0205 Att 8 Neighborhood Outreach - 675 Kauffman Loop
9. Z-25-0205 Att 9 Conceptual Site Plan - 675 Kauffman Loop
10. Z-25-0205 Att 10 Ordinance - 675 Kauffman Loop
11. Z-25-0205 Att 11 P&Z Minutes 03/12/2026

LETTER OF INTENT

JW Development, Inc

For

675 Kauffman LP

Re: PUD AMENDMENT      Ordinance 22-0093-00  
   Amended by and  
   further amended by 24-104-00

Property located at 675 Kaufman Loop Georgetown TX. 78626

Parcel ID R328207, County ID 48491

Specifically , Lot 3, Block B of the Kauffman LOOP PUD with base zoning GC-2A

Lot 4, Block B of Kauffman Loop PUD

We regret the need to petition the city for yet another PUD amendment.

We are expressing via this letter of intent that we would like to request the removal of prohibited use, Automotive Services from this PUD, as described in Ordinance 22-0093-00.

More specifically, from 1 lot: Lot 3, Block B of the final Plat. (attached as an exhibit)

We were unaware of automotive services as a restricted/prohibited use list. This was clearly an oversight on our part and failure to notice the addition of this in prohibitive use section.

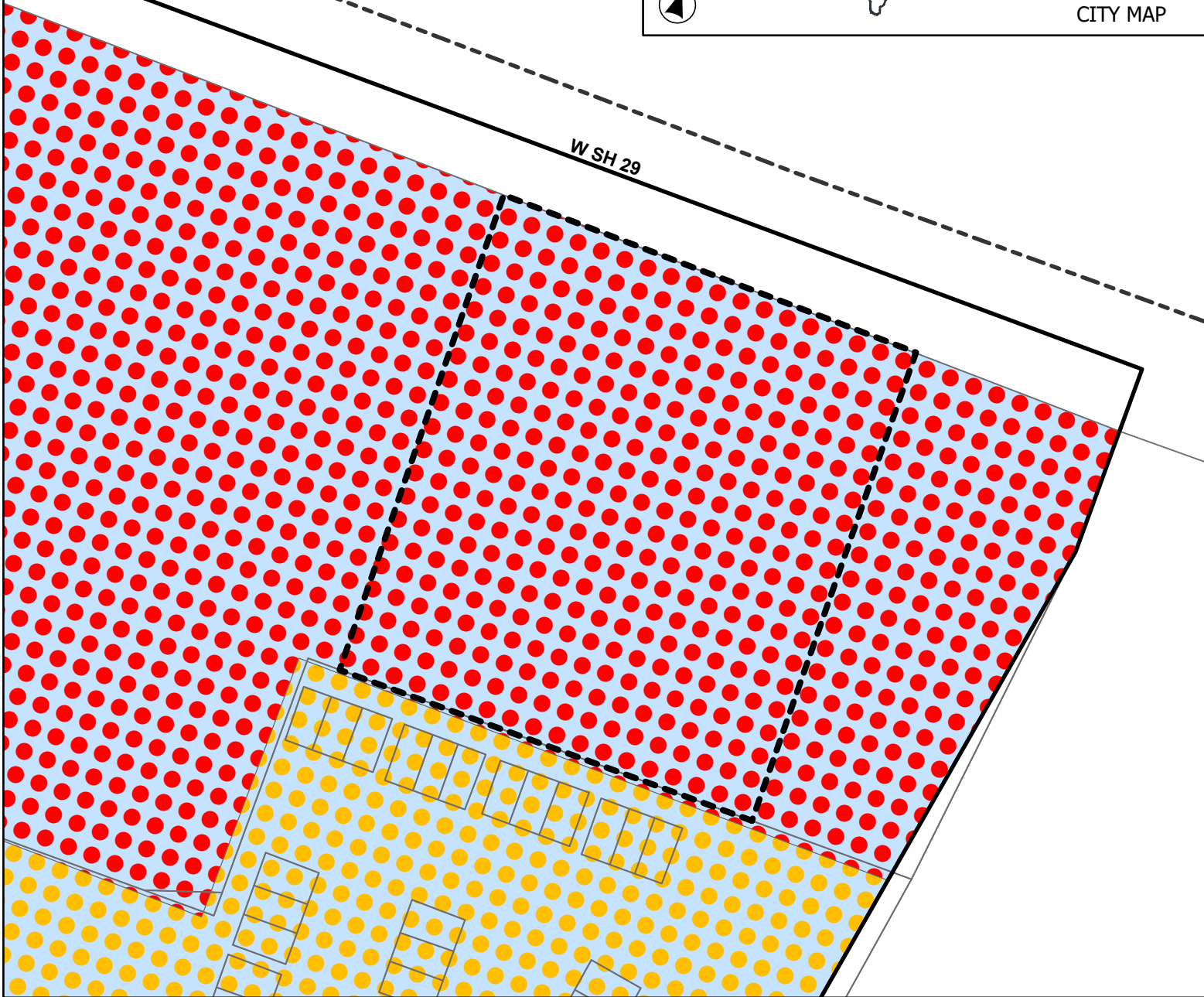
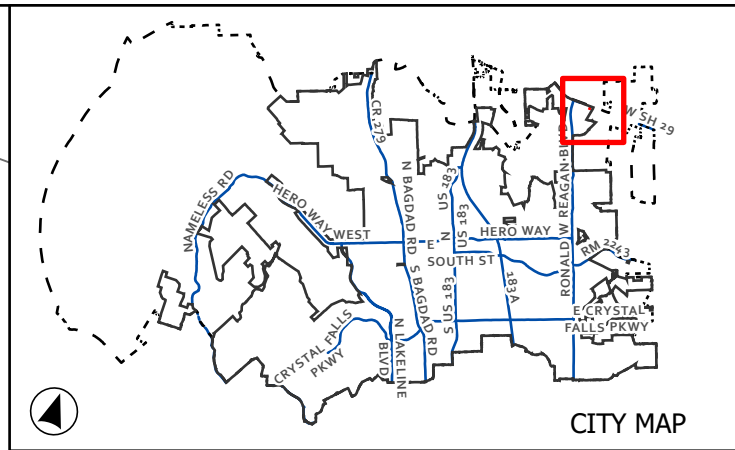
Additionally, we are requesting a variance in the base zone CODE as part of the PUD to allow for a Car Wash on Lot 4, Block B at this location to allow for this adjacent to a residential property.

EXHIBIT A Attached in the EXHIBITS section provides the details as to our request.

Richard Gary

512 415 9367

[richard@jwdevelopmentinc.com](mailto:richard@jwdevelopmentinc.com)

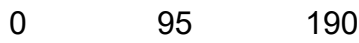


CASE: Z-25-0205

ATTACHMENT 2

675 KAUFFMAN LOOP

Current Zoning



Feet

City Limits

ETJ

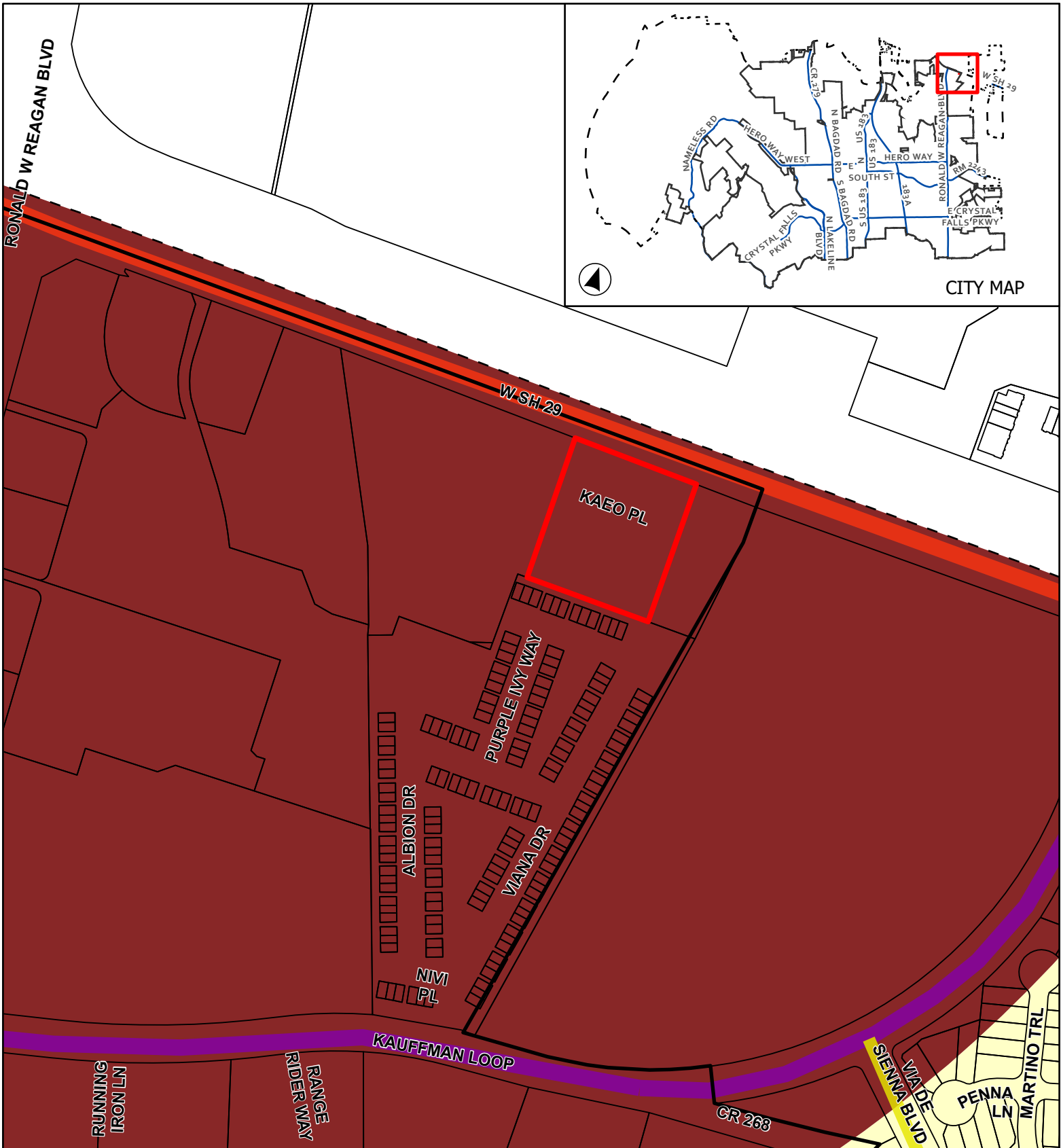
Current Zoning

PUD - Townhomes

PUD - General Commercial

Subject Boundary

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.



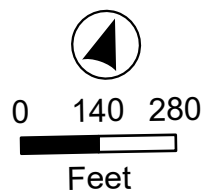
CASE: Z-25-0205

ATTACHMENT 3

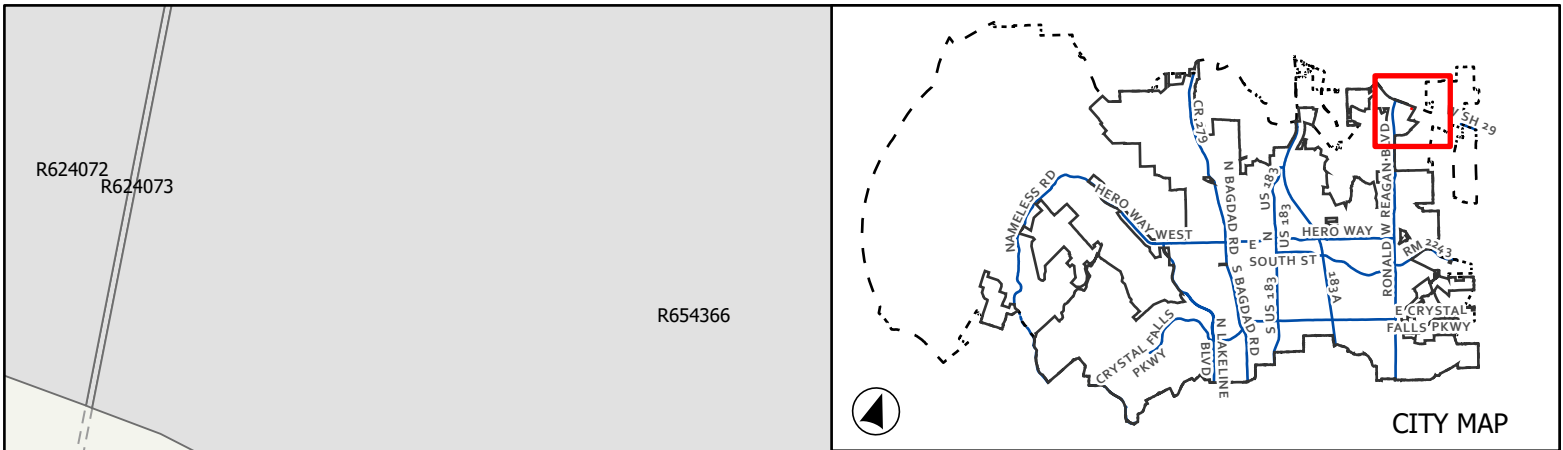
675 KAUFFMAN LOOP

### Future Land Use Map

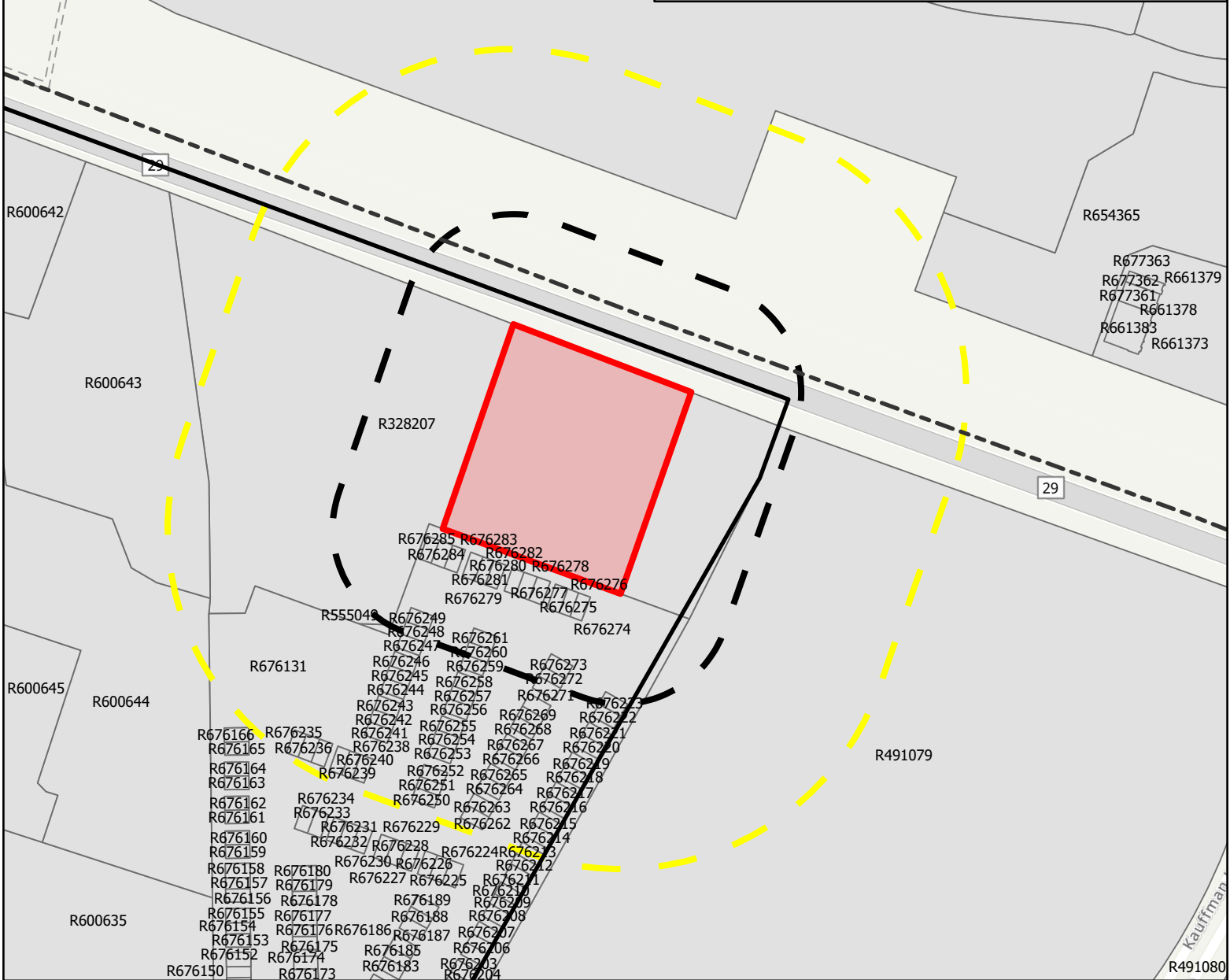
This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the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



- Arterial 4 Lane, Existing
- Collector, Existing
- Neighborhood Residential
- Activity Center
- ETJ Boundary
- Leander City Limits
- Subject Boundary
- Access Controlled, Existing



CITY MAP



CASE: Z-25-0205

ATTACHMENT 4

675 KAUFFMAN LOOP

## Public Notification

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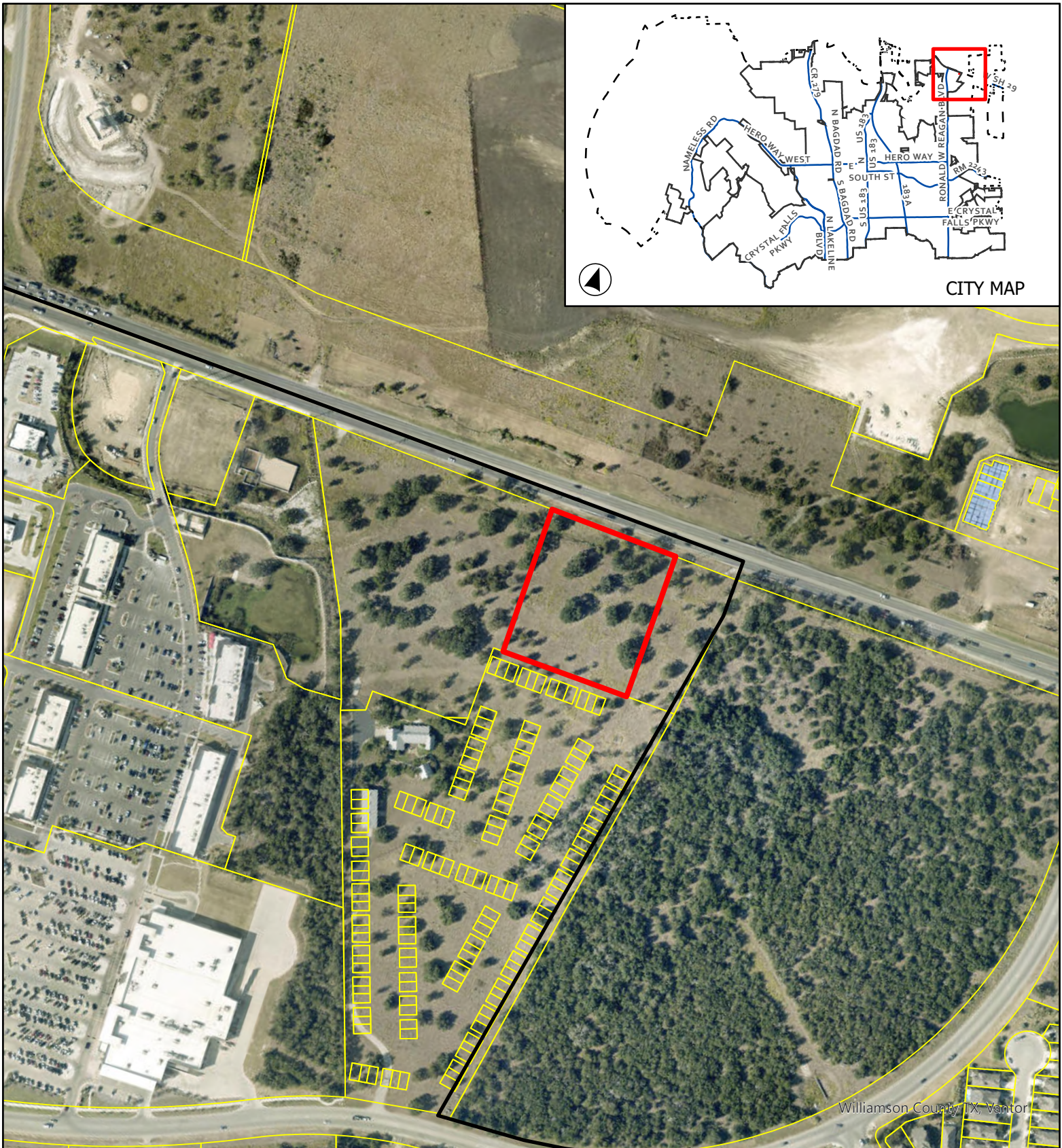


0 110 220



Feet

- City Limits
- ETJ
- Subject Boundary
- Buffer
- 200
- 500



CASE: Z-25-0205

ATTACHMENT 5

675 KAUFFMAN LOOP

### Aerial Map

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0 137.5 275

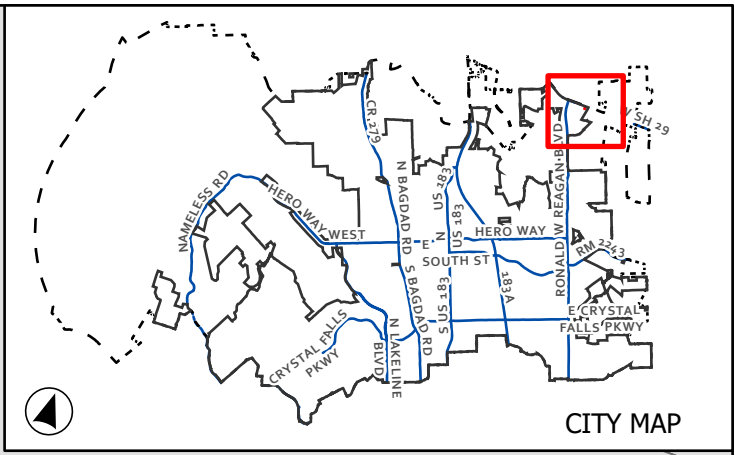
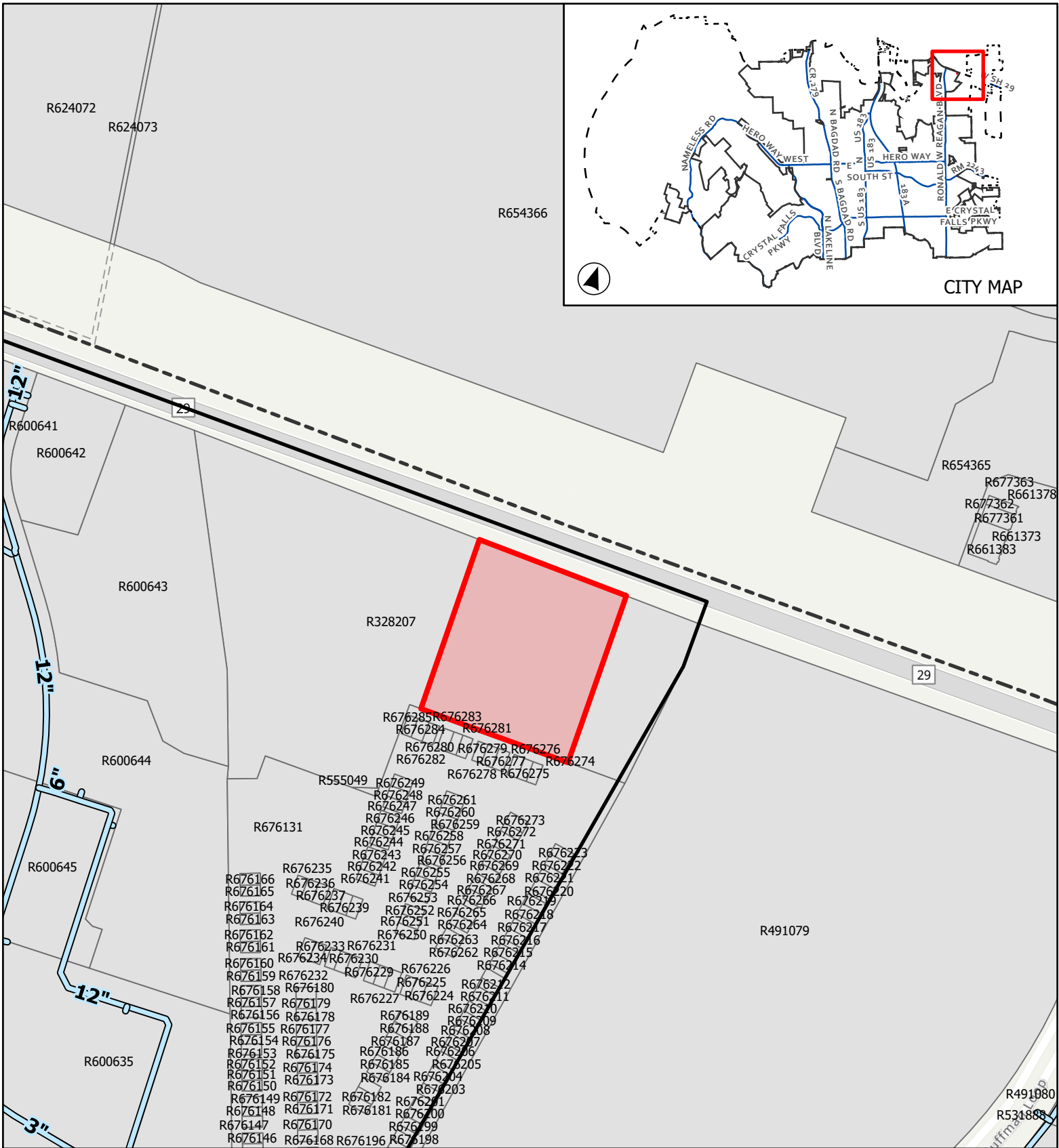


Feet

Leander City Limits

Williamson County Parcels

Subject Boundary



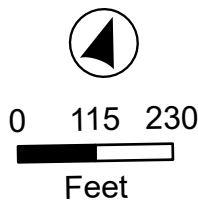
CASE: Z-25-0205

ATTACHMENT 6

675 KAUFFMAN LOOP

Utilities 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
- Waste Water Line
- Water Main Line

## Exhibit A

### 675 Kauffman Loop Planned Unit Development Amendment #2

#### A. Purpose and Intent

1. The 675 Kauffman Loop PUD is comprised of approximately 25 acres. The property referenced in this PUD Amendment #2 applies to Lots 3 and 4, Block B of the 675 Kauffman Loop Subdivision, as shown in Exhibit B. The development of this property includes ~~commercial and residential development~~ automotive services and a carwash.

#### B. Applicability and Base Zoning

1. All aspects regarding the development of this PUD shall comply 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.

GC-2-A (General Commercial)

~~SFT 2-A (Single Family Townhouse)~~

#### C. Conceptual Site Layout & Land Use Plan

1. A Conceptual Site Layout and Land Use Plan has been attached to this PUD, Exhibit C, to illustrate the design intent for the property. The Conceptual Site Layout and Land Use Plan is intended to serve as a guide to illustrate the general community vision and design concept; as well as a guide for general geometry and layout of the future private roadway and building envelopes. It is not intended to serve as a final document.

#### D. Allowable / Prohibited Uses

1. The allowable uses include all uses authorized pursuant to SFT and GC use components as identified in Exhibit C, except the following as prohibited uses:
  - a) Bar, nightclub or private club.
  - b) Equipment and furniture or other similar good sales, repair and service.
  - c) Funeral home, included embalming and crematory facilities associated with an on-site funeral home or cemetery.
  - d) Manufactured housing sales and accessory building sales.
  - e) Office/warehouse including painting, plumbing or similar commercial service.
  - f) Transportation related facilities including commercial parking lots, passenger terminals, taxi-cab station and mass transit terminals.
  - g) New or used vehicle and major equipment sales, rental or leasing, repair of new or used vehicles, body shop, except as amended below.
  - h) Wholesale activities with less than 3,500 square feet of gross area of business.

2. Small scale automotive repair of new or used vehicles allowed on Lot 3, Block B of the 675 Kauffman Loop Subdivision. -Small scale means a facility that is less than 5,000 square feet with all services located indoors. This building shall not be located within 75' of a residential district. Any overhead doors shall not be oriented towards residential.

~~2. The maximum number of townhouses (10 units/acre) on the 15.36 SFT tract is 153 units.~~

~~3. A condo regime is proposed for the townhouse tract allowing multiple units on one lot.~~

#### **E. Development Standards**

1. The PUD modifies the limitations of Article VI, Section 7 (b) (5) of the City's Composite Zoning Ordinance regarding the use of structural stabilization for the perimeter of non- residential and multi-family drainage facilities being limited to ninety (90%) percent of the pond perimeter excluding outlet structures.

2. This project shall utilize private drives instead of public roadways. Private drives will meet city of Leander Private Drive standards.

3. Sidewalks are required throughout the interior of the project and connecting Kauffman. These sidewalks shall be a minimum of four (4') feet wide and constructed of concrete.

~~4. Guest Parking will be provided at a ratio ten (10%) percent of the required spaces.~~

~~5.4.~~ Turf grass in the narrow strips adjacent to street curbs between sidewalk and street pavement shall be prohibited. Materials such as river rock crushed granite, or similar product shall be used in this location.

~~6.5.~~ All HOA Landscape Lots shall be limited to fifty (50%) percent turf grass coverage.

~~7.6.~~ Commercial portions of the development (Parcels 1 or 2 – Exhibit C) shall be developed with vertical improvements prior to or concurrently with the residential portions of the development (Parcel 3 – Exhibit C). Commercial Portions of the development (Parcels 1 or 2 – Exhibit C) shall be developed with pad ready improvements prior to or concurrently with the residential portion of the development (Parcel 3 – Exhibit C).

7. Commercial overhead service doors are permitted in the General Commercial portion of the project.

8. Carwash is allowed on Lot 4, Block B of the 675 Kauffman Loop Subdivision. ~~The washing of vehicles (including vacuum facilities) shall not be located within 75' of a residential district.~~ The carwash and vacuum facilities shall meet the following criteria:

a. The carwash building shall not be located within 75' of a residential district.

b. The vacuum motor shall have a muffler and shall be placed within an enclosure.

c. The vacuum motor enclosure shall be 200' from a residential district.

~~8.~~ The self-service vacuum bays shall not include individual vacuum motor equipment, but may have vacuum hoses.

d. \_\_\_\_\_

~~9.~~ A six-foot masonry privacy wall is required to be constructed in accordance with Article VI, Section 14(d) of the Composite Zoning Ordinance. An eight-foot (8') masonry privacy is required to be installed between the carwash and the residential use

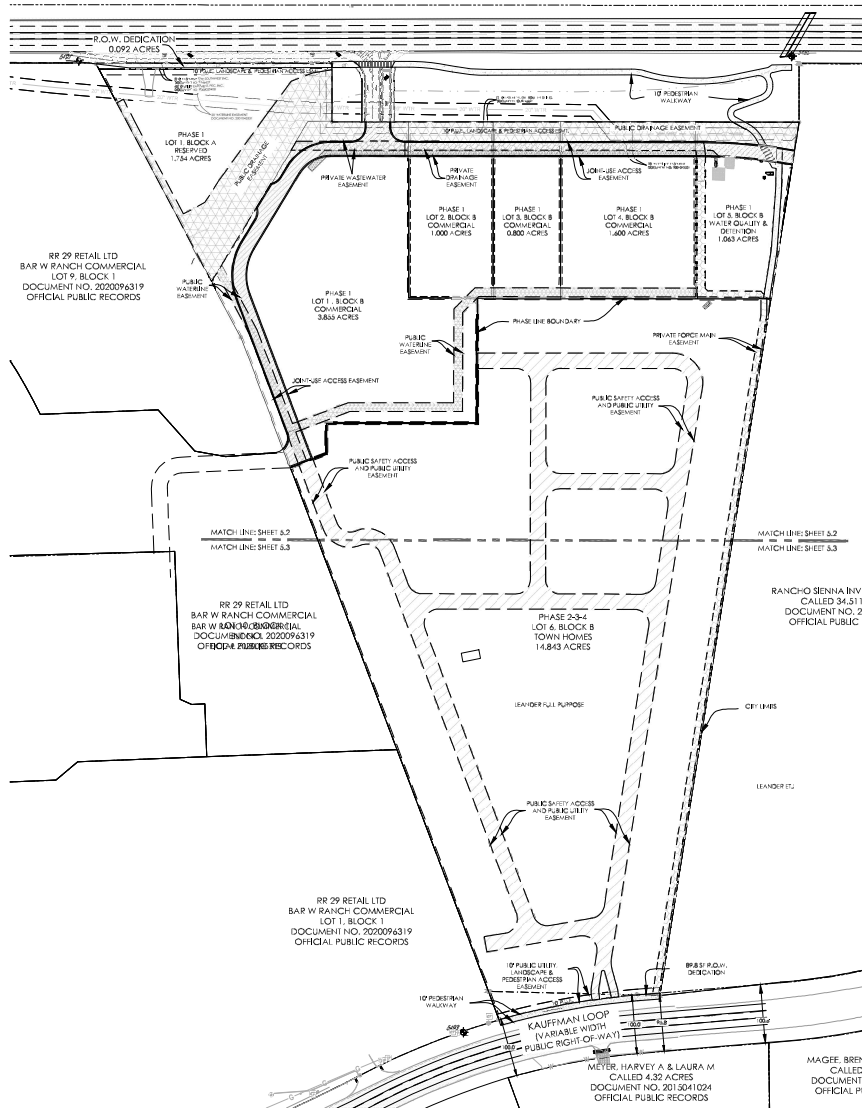
~~10.9.~~ \_\_\_\_\_

# PRELIMINARY PLAT 675 KAUFFMAN LOOP

A SUBDIVISION IN THE CITY OF LEANDER, WILLIAMSON COUNTY, TEXAS.

BEING A 23.008 ACRE TRACT OF LAND, LOCATED IN THE GREENLEAF FISK SURVEY, ABSTRACT NO. 3, WILLIAMSON COUNTY, TEXAS, SAID 23.008 ACRE TRACT BEING ALL OF THAT CALLED 24.91 ACRE TRACT OF LAND, AND ALL OF THAT CALLED 0.12 ACRE TRACT OF LAND RECORDED IN DOCUMENT NO. 2021063860, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS.

W. STATE HIGHWAY 29  
(VARIABLE WIDTH PUBLIC RIGHT-OF-WAY)



**PROPERTY OWNER/DEVELOPER:**  
275 KAUFFMAN TP  
7801 N. CAPITAL OF TEXAS HWY, SUITE 300  
AUSTIN, TEXAS 78731

**SURVEYOR:**  
QUICK INC. LAND SURVEYING  
831 N. MAIN STREET  
SALADO, TEXAS 76571  
PHONE: (817) 254-9928

**ENGINEER:**  
THOMAS J. GROLL, P.E.  
TOM GROLL ENGINEERING, PC  
RPM 49299  
5208 PLYOR LANE  
AUSTIN, TEXAS 78734

**LAND USE:**  
# OF LOTS: 7  
RIGHT-OF-WAY DEDICATION: 0.092 ACRES  
COMMERCIAL: 9.010 ACRES  
DETENTION: 1.063 ACRES  
TOWNHOMES: 14.843 ACRES  
TOTAL AREA: 23.008 ACRES

**ZONING:**  
PUD - GENERAL COMMERCIAL  
PUD - TOWNHOMES

KNOW ALL MEN BY THESE PRESENTS, THAT I, THOMAS J. GROLL, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF LAND SURVEYING AND TO HEREBY CERTIFY THAT THE PLAT CONFORMS WITH THE APPLICABLE ORDINANCES OF THE CITY OF LEANDER, TEXAS.

THOMAS J. GROLL, P.E.  
Tom Groll, Registered Professional Engineer No. 90976  
RPM Engineering, PC

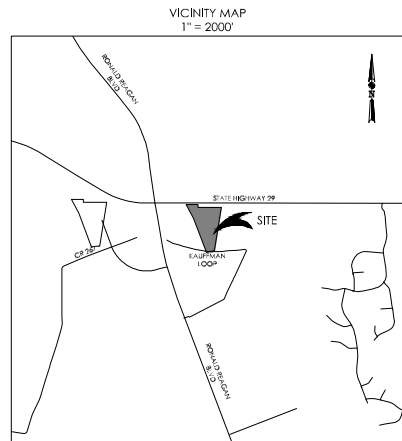
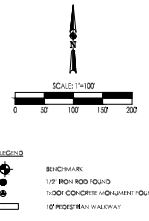
- PLAT NOTES:**
1. THIS SUBDIVISION SHALL BE BUILT IN ACCORDANCE WITH THE CITY OF LEANDER, TEXAS.
  2. NO JOINT SUBDIVISION SHALL BE OCCUPIED UNLESS CONNECTED TO THE CITY OF LEANDER WATER DISTRIBUTION AND WASTE WATER COLLECTION SYSTEMS.
  3. A BUILDING PERMIT IS REQUIRED FROM THE CITY OF LEANDER PRIOR TO CONSTRUCTION OF ANY BUILDING OR IMPROVEMENTS ON ANY LOT IN THIS SUBDIVISION.
  4. ALL UTILITIES SHALL BE LOCATED UNDER OR OVER STRUCTURES AS PERMITTED HEREIN OR AS SHOWN ON EXISTING RECORDS AS APPROVED BY THE CITY OF LEANDER. UTILITIES SHALL BE LOCATED AS SHOWN ON THE PLAT UNLESS OTHERWISE NOTED.
  5. ALL UTILITIES ON PRIVATE PROPERTY SHALL BE MAINTAINED BY THE PROPERTY OWNER OR HIS OR HER AGENT.
  6. THE CITY OF LEANDER SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL PUBLIC UTILITY LINES AND CONNECTIONS TO ALL IMPROVEMENTS ON THIS TRACT UNLESS OTHERWISE NOTED ON THE PLAT.
  7. NO PORTION OF THE TRACT WITH A FLOOD HAZARD AREA AS SHOWN ON THE FLOOD HAZARD RATE MAP SHALL BE USED FOR RESIDENTIAL DEVELOPMENT.
  8. BUILDING SETBACKS FOR SHOWING PERSONS SHALL COMPLY WITH THE MOST CURRENT ZONING ORDINANCES OF THE CITY OF LEANDER. ADDITIONAL SETBACKS SHALL BE REQUIRED AS SET FORTH ON THE PLAT.
  9. APPROVAL OF THIS SUBDIVISION PLAT DOES NOT CONSTITUTE THE APPROVAL OF ANY RULES OR REGULATIONS OF THE CITY OF LEANDER.
  10. ALL UTILITIES SHALL BE MAINTAINED AND OPERATED IN ACCORDANCE WITH THE CITY OF LEANDER ORDINANCES AND RULES.
  11. THIS PLAT IS SUBJECT TO ALL CITY OF LEANDER ORDINANCES AND RULES.

**PLAT IMPACT ANALYSIS:**

THE CITY OF LEANDER SHALL BE RESPONSIBLE FOR THE PAYMENT TO THE CITY OF LEANDER OF A TRAFFIC IMPACT ANALYSIS (TIA) STUDY AS SET FORTH IN THE CITY OF LEANDER ORDINANCES THAT APPLY TO THIS TRACT.

- GENERAL NOTES:**
1. THE CITY OF LEANDER SHALL BE RESPONSIBLE FOR THE PAYMENT TO THE CITY OF LEANDER OF A TRAFFIC IMPACT ANALYSIS (TIA) STUDY AS SET FORTH IN THE CITY OF LEANDER ORDINANCES THAT APPLY TO THIS TRACT.
  2. THE CITY OF LEANDER SHALL BE RESPONSIBLE FOR THE PAYMENT TO THE CITY OF LEANDER OF A TRAFFIC IMPACT ANALYSIS (TIA) STUDY AS SET FORTH IN THE CITY OF LEANDER ORDINANCES THAT APPLY TO THIS TRACT.
  3. THE CITY OF LEANDER SHALL BE RESPONSIBLE FOR THE PAYMENT TO THE CITY OF LEANDER OF A TRAFFIC IMPACT ANALYSIS (TIA) STUDY AS SET FORTH IN THE CITY OF LEANDER ORDINANCES THAT APPLY TO THIS TRACT.
  4. THE CITY OF LEANDER SHALL BE RESPONSIBLE FOR THE PAYMENT TO THE CITY OF LEANDER OF A TRAFFIC IMPACT ANALYSIS (TIA) STUDY AS SET FORTH IN THE CITY OF LEANDER ORDINANCES THAT APPLY TO THIS TRACT.
  5. THE CITY OF LEANDER SHALL BE RESPONSIBLE FOR THE PAYMENT TO THE CITY OF LEANDER OF A TRAFFIC IMPACT ANALYSIS (TIA) STUDY AS SET FORTH IN THE CITY OF LEANDER ORDINANCES THAT APPLY TO THIS TRACT.

- REFERENCE TO MASTER EASEMENTS ONLY:**
1. DOCUMENT NO. 2008000000 OFFICIAL RECORDS, EASEMENT TO PROVIDE WATER SERVICE TO THE PROPERTY.
  2. DOCUMENT NO. 2008000000 OFFICIAL RECORDS, EASEMENT TO PROVIDE WATER SERVICE TO THE PROPERTY.
  3. DOCUMENT NO. 2008000000 OFFICIAL RECORDS, EASEMENT TO PROVIDE WATER SERVICE TO THE PROPERTY.
  4. DOCUMENT NO. 2008000000 OFFICIAL RECORDS, EASEMENT TO PROVIDE WATER SERVICE TO THE PROPERTY.
  5. DOCUMENT NO. 2008000000 OFFICIAL RECORDS, EASEMENT TO PROVIDE WATER SERVICE TO THE PROPERTY.
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  7. DOCUMENT NO. 2008000000 OFFICIAL RECORDS, EASEMENT TO PROVIDE WATER SERVICE TO THE PROPERTY.
  8. DOCUMENT NO. 2008000000 OFFICIAL RECORDS, EASEMENT TO PROVIDE WATER SERVICE TO THE PROPERTY.
  9. DOCUMENT NO. 2008000000 OFFICIAL RECORDS, EASEMENT TO PROVIDE WATER SERVICE TO THE PROPERTY.
  10. DOCUMENT NO. 2008000000 OFFICIAL RECORDS, EASEMENT TO PROVIDE WATER SERVICE TO THE PROPERTY.



<b>ENGINEER:</b> THOMAS J. GROLL, P.E. TOM GROLL ENGINEERING, PC RPM 49299 5208 PLYOR LANE AUSTIN, TEXAS 78734	<b>OWNER:</b> 275 KAUFFMAN TP 7801 N. CAPITAL OF TEXAS HWY SUITE 300 SALADO, TEXAS 76571	IF SUBMITTAL DOCUMENTS 2023 JOB NO. 23-004 PROJECT NO. XXXXXXXX SHEET 3 OF 15
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From: 675 Kaufman LP

TO: Neighbors within area to be notified

RE: Proposed PUD Amendment (Zoning Change)  
Ordinance 22-093-00 regarding Block B

This notice serves to inform you that as owners of the commercial parcel, approximately 10 acres in total area, that we are petitioning the City of Leander to modify the existing PUD to allow for automotive repair and car wash services.

Said automotive repair will be in an enclosed building as we see in most branded brands. The current client is a MIDAS automotive franchise. We are petitioning the city to remove the automotive prohibition on Lot 3, Block B.

Additionally, Lot 4, Block B is a proposed Car Wash service and will be the 13th unit of this locally owner/operator. It is a tunnel car wash. The PUD amendment seeks to remove restrictions in the zoning code prohibiting locations of car wash units near residential designations.

**I am glad to meet with you and to discuss either of these uses.**

Richard Gary

JW Development

7801 N. Capital of TX Hwy., Ste. 390

Austin, TX 78730

[richard@jwdevelopmentinc.com](mailto:richard@jwdevelopmentinc.com)

512 415 9367

**APPLICANT'S SUMMARY OF NEIGHBORHOOD COMMUNICATIONS**

**\*This summary is only required for a PUD or a Minor PUD\***

- 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.

Sent an original letter on 10/27 then followed up with a new letter regarding SUDS on 2/6/26.

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- 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.

We notified the Townhome Community representative. Ravi Palumi. He was notified by mail, email and phone Ph 650 740 3097. pulimi@gmail.com 190601 Reanch Rd. 1431, Jonestown, TX 78645 USA.

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- 3. What concerns were raised during these communications?

He and i discussed about the possibility of raising the height of the fence to help abate the noise.

we discussed an 8 ft or 10 ft fence for the width of the Car Wash lot.

Additionally, the developer of the car wash has verified that the blowers are on the north side of the building close to SH 29

---

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

We will agree to an increase in the height of the screening fence. (Masonry- to 8 ft or 10 ft - whatever the city will allow.

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

Signature:

*Richard Ray*

Date

*2/11/26*



# Suds Deluxe Car Wash

Hwy 29, Georgetown, Tx. 78628

Start of Blowers  
80 ft inside  
tunnel

## PRELIMINARY

THIS DOCUMENT IS FOR INTERIM REVIEW AND NOT INTENDED FOR BIDDING, PERMIT OR CONSTRUCTION PURPOSES.

CHARLES W. POPE TX#13356

Date: 02.26.26

Blowers will be  
150 ft. from Fence  
line

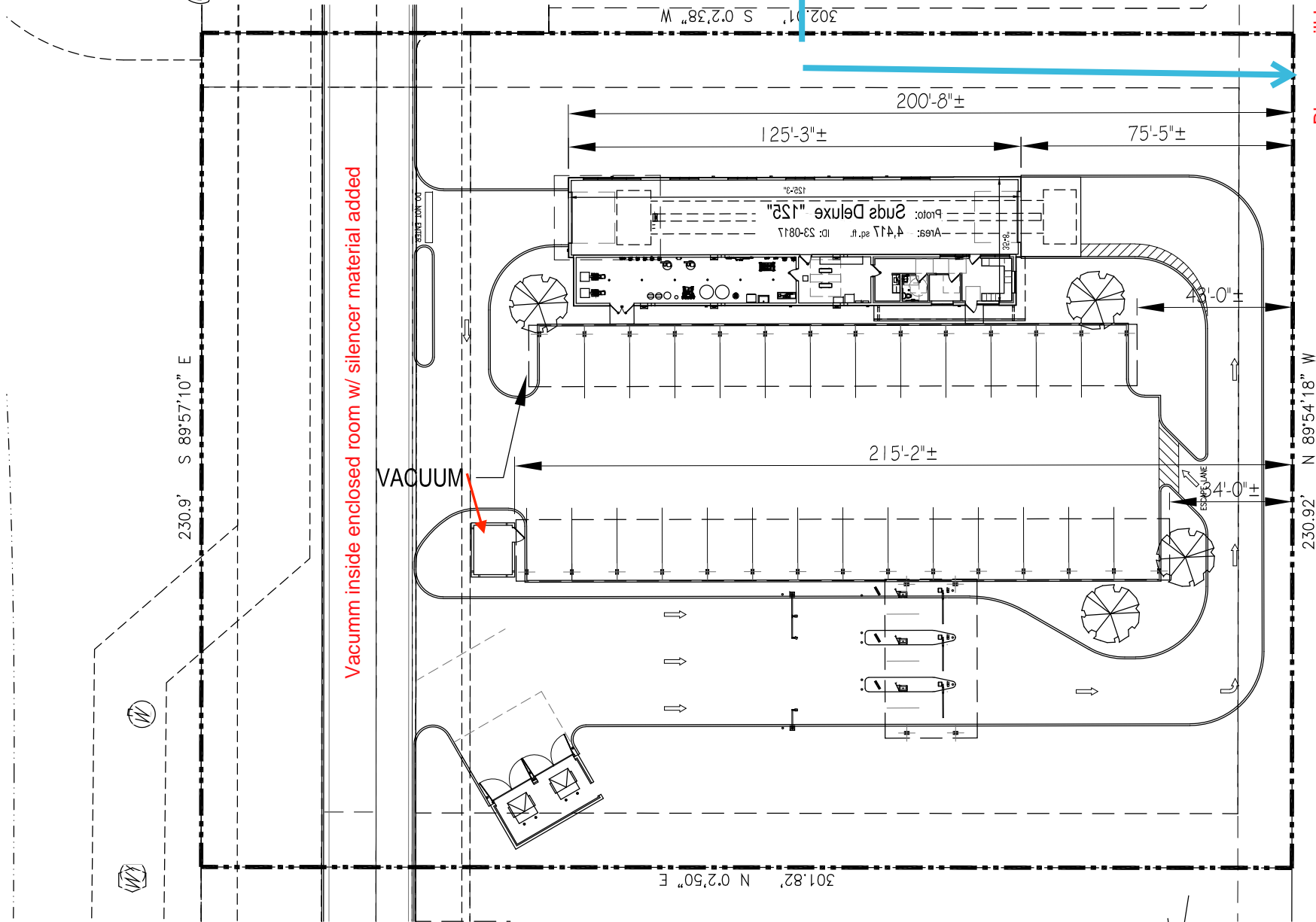
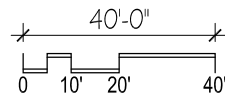


Exhibit - Distances

SCALE: 1" = 40'-0"

Version **D**



CHARLES WILLIAM POPE  
& ASSOCIATES - ARCHITECTS  
TEL: (210) 349-6005

**AN ORDINANCE OF THE CITY OF LEANDER, TEXAS**

**ORDINANCE NO.**

**AN ORDINANCE OF THE CITY OF LEANDER, TEXAS, AMENDING THE ZONING ORDINANCE BY CHANGING THE 675 KAUFFMAN LOOP PUD (PLANNED UNIT DEVELOPMENT) BY REMOVING THE PROHIBITION OF AUTOMOTIVE USES ON LOT 3, B LOCK B AND ALLOW FOR A CAR WASH ON LOT 4, BLOCK B OF THE KAUFFMAN LOOP SUBDIVISION; 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 including 2.4 acres ±; being more particularly described in Exhibit "B"; legally described as Lot 3, Block B and Lot 4, Block B of the 675 Kauffman Loop Subdivision; identified by Williamson Central Appraisal District tax identification number R328207; more particularly described in Instrument Number 2025087273; recorded in the Official Public Records of Williamson County, Texas.

**SECTION 4. Property Rezoned.** The Zoning Ordinance is hereby amended by amending the 675 Kauffman Loop PUD (Planned Unit Development) to remove the prohibition of automotive uses on Lot 3, Block B and allow for a car wash on Lot 4, Block B of the Kauffman Loop Subdivision. 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 2<sup>nd</sup> day of April, 2026.  
**FINALLY PASSED AND APPROVED** on this the 16<sup>th</sup> day of April, 2026.

**ATTEST:**

**THE CITY OF LEANDER, TEXAS:**

\_\_\_\_\_  
Dara Crabtree, City Secretary

\_\_\_\_\_  
Na'Cole Thompson, Mayor



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



Pat Bryson Municipal Hall  
201 North Brushy Street - Leander, Texas  
Thursday, March 12, 2026  
Regular Meeting at 6:00 PM

<b>Place 1 – Donnie Mahan, Chair</b>	<b>Place 5 – James Oliver</b>
<b>Place 2 – Joseph Morales</b>	<b>Place 6 – Laura Lantrip, Vice-Chair</b>
<b>Place 3 – Karen Lewis</b>	<b>Place 7 – Tyler Bray</b>
<b>Place 4 – Jay Coats</b>	<b>Staff Liaison – Robin Griffin</b>

**REGULAR MEETING**

1. Call to Order.  
Meeting was called to order at 6:00 p.m.
2. Roll Call.  
All commissioners present except Commissioner Jay Coats.
3. Director's report to the Planning & Zoning Commission on action taken by City Council on the March 5, 2026 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.]*

Richard Gary 5101 Goldcrest Ct., Austin, Texas 78730 spoke on the expansion of SH 29.

**CONSENT AGENDA: ACTION**

Motion to approve consent agenda items 6-7.

By: Board Member Morales  
Seconded: Board Member Oliver

**Vote: 6 - 0**

6. Approval of the minutes for meeting held on February 26, 2026.
7. Approval of the extension of the application expiration for Subdivision Case FP-23-0097 Leander Estates Phase 2 Final Plat; on one (1) parcel of land 79.107 acres ± in size; more particularly described by Williamson Central Appraisal District Parcel R383651, generally located southeast of the intersection of Sandman Pass and Prairie Verbena Road, Leander, Williamson County, Texas.

**PUBLIC HEARING: ACTION**

8. Conduct a Public Hearing and consider action regarding Zoning Case Z-25-0205 to amend the current zoning of 675 Kauffman Loop Planned Unit Development (PUD) with base zoning districts of SFT-2-A (Single-Family Townhouse) and GC-2-A (General Commercial) to remove the prohibition of automotive uses on Lot 3, Block B of the 675 Kauffman Loop Subdivision and allow for a car wash on Lot 4, Block B of the 675 Kauffman Loop Subdivision on one (1) parcel of land 2.4 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R328207; and generally located 1,500 feet to the east of the intersection of SH 29 and Ronald W. Reagan Boulevard on the south side of SH 29, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0205 as described above.

Public Hearing opened at 6:22 p.m.; Public Hearing closed at 6:22 p.m.; following discussion.

No one spoke in favor or opposition of the request.

Motion to deny Zoning Case Z-25-0205.

By: Board Member Lantrip  
Seconded: Board Member Morales

**Vote:** 3 - 3 Board Member Oliver, Board Member Lewis, Board Member Bray  
Motion failed.

Motion to approve Zoning Case Z-25-0205 with an update to the PUD notes to include an eight-foot masonry privacy wall by any non-residential use that abuts the residential property.

By: Board Member Oliver  
Seconded: Board Member Lewis

**Vote:** 3 - 3 Board Member Mahan, Board Member Morales, Board Member Lantrip  
Motion failed.

**REGULAR AGENDA**

9. Discuss and consider action regarding Tree Removal Case TRP-25-0049 regarding the removal of six (6) Significant Trees and one (1) Heritage Tree associated with Oak Grove Estates (PICP-25-0274), generally located east of CR 175, approximately 250 feet north of Carthage Street, Leander, Williamson County, Texas.

Motion to approve Tree Removal Case TRP-25-0049.

By: Board Member Lantrip  
Seconded: Board Member Morales

**Vote:** 6 - 0

10. Discuss and consider action regarding Tree Removal Case TRP-26-0051 regarding the removal of 13 Significant Trees associated with 675 Kauffman Loop Lot 1, Block B (SD-25-0374), generally located at 3244 Albion Drive, Leander, Williamson County, Texas.

Motion to approve Tree Removal Case TRP-26-0051.

By: Board Member Oliver  
Seconded: Board Member Lewis

**Vote: 6 - 0**

11. Adjournment  
Meeting adjourned at 6:49 p.m.

APPROVED

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CHAIR

ATTEST:

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STAFF LIAISON



**EXECUTIVE SUMMARY**  
**4/2/2026**

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**AGENDA SUBJECT:**

Discuss and consider action on approval of Task Order No. TR-HZI-CIPS23-019-01 for Professional Services in the amount of \$313,326.01 for the design of the proposed traffic signal and associated intersection improvements at the intersection of E. Crystal Falls Parkway and Grand Lake Parkway to Huitt-Zollars, Inc., along with the installation of a temporary traffic signal in the interim; and authorize the City Manager to execute all necessary documents.

**BACKGROUND:**

In December 2021, the City of Leander hired RPS Infrastructure (RPS) to perform a traffic signal warrant study at the four-point intersection of E. Crystal Falls Parkway and Ridgmar Road/Grand Lake Parkway. The RPS warrant study, dated January 25, 2022, provided a recommendation to signalize the intersection with a traffic-actuated signal as well as account for, study, and coordinate overall traffic impacts along the Crystal Falls corridor from the 83A Toll Road to Ronald Reagan Boulevard.

Based on the warrant analysis recommendation, City staff is proposing to hire Huitt-Zollars, Inc., to provide professional engineering services to engineer and design the lane configurations, street markings, pedestrian amenities, temporary and permanent traffic signals, and other needed intersection improvements for the intersection of E. Crystal Falls Parkway and Grand Lake Parkway/Ridgmar Road. The scope of work specified for this project includes final design, bid phase, and construction phase services, with the anticipated project completion occurring within the next 18 to 24 months.

These services will be engaged as Task Order No. TR-HZI-CIPS23-019-01, under the Master Professional Service Agreement NO. TR-HZI-CIPS23-019, which was fully executed on February 15, 2024, between the City of Leander and Huitt-Zollars, Inc., to perform Traffic and Roadway Engineering Design and Analysis Services.

**HISTORY/TIMELINE:**

**APPLICANT/AGENT:**

**RECOMMENDATION:**

Staff recommends approval of Task Order No. TR-HZI-CIPS23-019-01 for Professional Services for the design of the proposed traffic signal and associated intersection improvements at the intersection of E. Crystal Falls Parkway and Grand Lake Parkway to Huitt-Zollars, Inc. along with the installation of a temporary traffic signal in the interim in the amount of \$313,326.01.

**PRESENTER:**

Tony Bettis, CIP Program Manager

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<b><u>Amount requested:</u></b>	<b><u>Fiscal Impact</u></b>
<b><u>Approved in current budget (Yes / No):</u></b>	\$313,326.01
<b><u>Expenditure (New / Amended):</u></b>	Yes
<b><u>Recurring or one-time:</u></b>	New
<b><u>Fund source (Operating / Utility / etc.):</u></b>	One-time
	September 2025 Debt Issuance

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**Attachments:**

1. Task Order TR-HZI-CIPS23-019-01\_T89
2. Traffic Signal\_E Crystal Falls & Grand Lake\_Proposal

**TASK ORDER FOR PROFESSIONAL SERVICES**

**TASK ORDER NO. TR-HZI-CIPS23-019-01**

This will constitute authorization by the City of Leander, Texas (Owner), for Huitt-Zollars, Inc. (Engineer), to proceed with the following described engineering services.

**T.89 TRAFFIC SIGNAL: E CRYSTAL FALLS PARKWAY AND GRAND LAKE PARKWAY/ RIDGMAR ROAD**

**A. PROJECT DESCRIPTION**

Huitt-Zollars, Inc. will perform design, bidding, and construction phase services for the proposed temporary and permanent traffic signal at the intersection of E Crystal Falls Parkway and Grand Lake Parkway/Ridgmar Road.

**B. SCOPE OF SERVICES**

Huitt-Zollars, Inc. will provide design services as described in the attached Scope of Services.

**C. DELIVERABLES**

Huitt-Zollars, Inc. will provide deliverables as described in the attached Scope of Services.

**D. BASIS OF COMPENSATION**

The total compensation for the Traffic Signal at E Crystal Falls Parkway and Grand Lake Parkway/ Ridgmar Road shall be based on unit price work, an amount equal to the sum of the extended prices (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item). Total of Lump Sum Amounts and Unit Price Work (subject to final Unit Price adjustment) \$313,326.01 as established in Attachment A. The City shall make payments to the Engineer for performing the engineering services described on a monthly billing basis in accordance with monthly statements submitted by the Engineer and approved by the City. Final payment shall be due upon completion of the services described.

**E. TIME FOR COMPLETION**

The Engineer will work expeditiously to complete the services described herein. Design and permitting phase services are anticipated to take approximately 64 weeks.

**F. ATTACHMENTS**

Attachment A – Huitt-Zollars, Inc. Proposal

Huitt-Zollars, Inc. will begin work as soon as authorized and as services are requested. Design and permitting phase services are anticipated to be completed within 64 weeks after notice to proceed.

APPROVED:

CITY OF LEANDER, TEXAS

By \_\_\_\_\_

Title \_\_\_\_\_

Attest \_\_\_\_\_

Date \_\_\_\_\_

ACCEPTED:

HUITT-ZOLLARS, INC.

By  \_\_\_\_\_

Title Vice President

Attest \_\_\_\_\_

Date 3/19/26



March 13, 2026

Russell Alabastro  
CIP Project Manager  
City of Leander  
201 N. Brushy St.  
Leander, TX 78641  
[ralabastro@leandertx.gov](mailto:ralabastro@leandertx.gov)

Reference: Traffic Signal on E Crystal Falls Parkway (Cold Springs Community)  
Leander, Texas

Subject: Proposal for Professional Services

Dear Mr. Alabastro:

Huitt-Zollars, Inc. (Huitt-Zollars) appreciates the opportunity to provide this proposal for professional engineering services to the City of Leander (City) for final design, bid phase, and construction phase services for a temporary and new traffic signal in addition to associated intersection improvements on E Crystal Falls Parkway at Grand Lake Parkway in Leander, Texas (Project). The associated intersection improvements are to consist mainly of sidewalk, crosswalk, curb ramp, and conduit improvements, as well as potential extension of left turn bays on E Crystal Falls Parkway.

The project limits lie within the City of Leander city limits, and are therefore, under the full jurisdiction of the City of Leander. The project lies out of the 100-year floodplain according to FEMA maps. Note, since the project lies within the City of Leander (City), and the impervious cover will be increased it is presumed that the City's detention ordinances will apply. Detention requires that post-developed flows be equal to or less than pre-developed flows (i.e., existing conditions). However, it appears all drainage from the roadway is conveyed into Lake Lakewood which is presumed to serve as a detention basin for the area. Therefore, it is presumed for this proposal that Lake Lakewood could be used to comply with any detention requirements. Therefore, Huitt-Zollars will only need to show that existing drainage ways have capacity to convey the additional flows from the additional impervious cover through these drainage ways in a non-erosive manner.

Given the above, it is our understanding that the site will be subject to the following reviews and permit approvals:

- City of Leander Public Works
- City of Leander CIP Project permit

Our proposal is based upon the following scope of services and compensation.

**SCOPE OF SERVICES:**

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**1.0 Basic Services:**

- 1.1 Design Phase – Huitt-Zollars shall:
  - 1.1.1 Perform Subsurface Utility Engineering (SUE) Level B services (designating and mapping of all existing utilities) covering the intersection area as well as left turn bays.
  - 1.1.2 Obtain topographic and tree survey of the project area, in addition to property lines sufficient to determine ROW dedication needs.
  - 1.1.3 Temporary Traffic Signal Design:
    - 1.1.3.1 Prepare plans, specifications, and estimates for the design of a temporary traffic signal at the E Crystal Falls Parkway and Grand Lake Parkway/Ridgmar Road intersection. Design plans and cost estimates will comply with Texas MUTCD, PROWAG requirements, and City of Leander and TxDOT design standards and specifications. The traffic signal design will include:
      - 1.1.3.1.1 Span wire mounted traffic signals
      - 1.1.3.1.2 Vehicle and pedestrian signals
      - 1.1.3.1.3 Accessible Pedestrian Signal (APS) integrated push buttons
      - 1.1.3.1.4 Vehicle detection (presence and advanced)
      - 1.1.3.1.5 Emergency vehicle preemption
      - 1.1.3.1.6 PTZ camera
      - 1.1.3.1.7 Conduit and wiring required to power signal equipment
      - 1.1.3.1.8 Traffic signal timing with adjacent signals. (Traffic signal timing will be the same as that provided for the permanent signals.)

Where feasible, the permanent signal equipment will be used for the temporary signals.
    - 1.1.3.2 The proposed power source location will be coordinated with the local utility company. The power source used for the temporary signals will also be used for the permanent signals. Reasonable efforts will be made during design to avoid conflicts with existing utilities. New overhead traffic signal and street name sign details will be included. Where feasible, the permanent signal signs will be used for the temporary signals.
    - 1.1.3.3 Plan sheets will include the following information:
      - 1.1.3.3.1 Proposed traffic signal layout showing pole locations, underground conduit layout, overhead wiring layout, signal equipment and overhead signs.
      - 1.1.3.3.2 Electrical service details and electrical schedule, including overhead wiring and wiring inside conduits and cabinet.
      - 1.1.3.3.3 Signal elevation layouts, including street name sign details
      - 1.1.3.3.4 Load switch and detection zone information, APS messages
      - 1.1.3.3.5 Traffic Signal General Notes
      - 1.1.3.3.6 Traffic signal standards
      - 1.1.3.3.7 Traffic signal timing plans. (Traffic signal timing plans will be the same as that provided for the permanent signals.)
  - 1.1.4 Permanent Traffic Signal Design:
    - 1.1.4.1 Prepare plans, specifications, and estimates for the design of a new traffic signal at the E Crystal Falls Parkway and Grand Lake Parkway/Ridgmar Road intersection. Design plans and cost estimates will comply with Texas MUTCD, PROWAG requirements, and City of Leander and TxDOT design standards and specifications. The traffic signal design will include:
      - 1.1.4.1.1 Traffic signal pole and mast arm assemblies, pedestal poles
      - 1.1.4.1.2 Vehicle and pedestrian signals

- 1.1.4.1.3 Accessible Pedestrian Signal (APS) integrated push buttons
- 1.1.4.1.4 Vehicle detection (presence and advanced)
- 1.1.4.1.5 Emergency vehicle preemption
- 1.1.4.1.6 PTZ camera
- 1.1.4.1.7 Conduit and wiring required to power signal equipment
- 1.1.4.1.8 Traffic signal timing with adjacent signals.
- 1.1.4.2 The proposed power source location will be coordinated with the local utility company. Reasonable efforts will be made during design to avoid conflicts with existing utilities. New overhead traffic signal signage and street name sign details will be included.
- 1.1.4.3 Plan sheets will include the following information:
  - 1.1.4.3.1 Proposed traffic signal layout showing pole locations, underground conduit layout, signal equipment and overhead signs.
  - 1.1.4.3.2 Electrical schedule, including wiring inside conduits, poles, mast arms and cabinet, and electrical service details.
  - 1.1.4.3.3 Signal elevation layouts, including street name sign details
  - 1.1.4.3.4 Load switch and detection zone information, APS messages
  - 1.1.4.3.5 Traffic Signal General Notes
  - 1.1.4.3.6 Traffic signal standards
  - 1.1.4.3.7 Traffic signal timing plans.
- 1.1.5 Eastbound/Westbound Left-Turn Storage Length Recommendations & Signal Phasing:
  - 1.1.5.1 Synchro models will be developed for the AM, PM, and midday scenarios using the October 2025 traffic volumes provided by the City for the study intersection. The storage lengths for the eastbound and westbound left-turn lanes will be recommended based on the 95th-percentile queue length results from the model. The new traffic signal phasing plan will also be recommended based on the October 2025 traffic volumes and the developed model. The type of signal heads will be determined based on the proposed signal phasing.
- 1.1.6 Civil/Site Design:
  - 1.1.6.1 Prepare plans, specifications, and estimates for the design of civil related items. The civil design will include:
    - 1.1.6.1.1 The addition of curb ramps at the intersection as needed as well as associated sidewalk improvements.
    - 1.1.6.1.2 Left-turn bay improvements as needed.
    - 1.1.6.1.3 Signal conduit plan and profiles as needed.
- 1.1.7 Meet and coordinate with City of Leander staff. Up to four (4) meetings are included at each milestone submittal (30% schematic exhibit, 60%, 90%, 100%).
- 1.1.8 Act as the City’s agent in the preparation and filing of documents required for the approval of governmental authorities to include TDLR for TAS/ADA Review and City permitting through the Development HUB.
- 1.1.9 Prepare 30% site plan/signal layout exhibit, followed by 60%, 90%, and 100% design submittals.
- 1.1.10 Participate and provide exhibits for one (1) town hall meeting that will include both Leander I.S.D. and the general public.
- 1.1.11 Furnish to the City one (1) reproducible copy and electronic copy of approved plans and project manual (front end documents and technical specifications).

- 1.2 Bidding Phase – Huitt-Zollars shall:
  - 1.2.1 Assist City in advertising for and obtaining bids for the Work and maintain a record of prospective bidders to whom Bidding Documents have been issued, attend pre-Bid conference, and receive and process Contractor charges for the Bidding Documents.
  - 1.2.2 Issue Addenda as appropriate to clarify, correct, or change the Bidding documents.
  - 1.2.3 Attend/conduct the Bid opening, prepare Bid tabulation sheets and assist City in evaluating Bids or proposals and in assembling and awarding contracts for the Work, as necessary.
  
- 1.3 Construction Phase – Huitt-Zollars shall:
  - 1.3.1 Attend the Pre-Construction Conference.
  - 1.3.2 Review Contractor submittals, such as shop drawings, product data, samples and other data, which the Contractor is required to submit.
  - 1.3.3 Perform up to six (6) one-hour site visits, inclusive of kickoff, substantial completion, and final walk through, to observe the work in progress (as distinguished from providing a full-time Project Representative) and provide appropriate reports to the City.

## **2.0 Additional Services:**

- 2.1 Because the effort required for some items of work varies considerably from project to project, and because some items of work are sometimes provided separately by the City, these items of work are not included in the basic services fees and are charged separately. Additional Services, mutually agreed upon and authorized separately by the City in writing, shall be completed on a “Time and Materials” basis in accordance with the attached Hourly Rate Sheet. Such additional services may include:
  - 2.1.1 Environmental investigations and reports, including but not limited to Phase 1 Environmental Site Assessment (ESA), wetland delineation, threatened & endangered species review, and cultural resources review. It is understood that such services are to be performed by others and the information will be available to be used for this project.
  - 2.1.2 Obtaining geotechnical soil boring information and preparing geotechnical engineering report, in addition to associated traffic control plans and/or ROW permits. These services could be added for an estimated \$27,000.
  - 2.1.3 TCEQ Exception Request or other associated TCEQ permitting. These services could be added for an estimated \$21,000.
  - 2.1.4 Additional traffic counting other than those counts provided by the City from October 2025.
  - 2.1.5 Hard-wired interconnection to adjacent traffic signals.
  - 2.1.6 Water quality and/or detention pond design.
  - 2.1.7 Providing a full-time Project Representative during construction.
  - 2.1.8 Making revisions in drawings, specifications or other documents when such revisions are inconsistent with written approvals or instructions previously given, are required by enactment or revision of codes, laws or regulations subsequent to the preparation of such documents or are due to other causes not solely within the control of Huitt-Zollars
  - 2.1.9 Providing services made necessary by the default of the Construction Contractor, or by major defects or deficiencies in the Work of the Construction Contractor, or by failure of performance of Construction Contractor under the Contract for Construction
  - 2.1.10 Any other service not otherwise included in the Basic Services

## **3.0 City Provided Services:**

- 3.1 City shall provide Huitt-Zollars with the following:
  - 3.1.1 Access to the Project Site

3.1.2 Associated development plans.

**COMPENSATION:**

Our estimated budget for the Basic Services is \$313,326.01 (billed at an hourly rate, not to exceed). A level of effort summary is provided below and supporting spreadsheets are attached:

**WORK PRODUCT SUMMARY**

WORK PRODUCT	DESCRIPTION	ITEM TOTAL	TOTAL COST
<b>WP No. 1-4</b>	<b>30%, 60%, 90%, 100% Submittals</b>		
	Huitt-Zollars, Inc. (Civil/Site Design; Traffic Signal Design & Modeling; Cost Estimates; Project Manual & Specifications; Town Hall Meeting; City CIP Permit; Addressing City, TAS/ADA Comments)	\$223,195.00	
	Topographic & Tree Survey	\$4,675.00	
	SUE	\$13,041.01	
	Signal Timing	\$21,900.00	
	TAS/ADA Compliance	\$1,555.00	
	Work Product No. 1-3 Labor Subtotal	\$264,366.01	\$264,366.01

WORK PRODUCT	DESCRIPTION	ITEM TOTAL	TOTAL COST
<b>WP No. 5</b>	<b>Bid Phase</b>		
	Huitt-Zollars, Inc. (Pre-Bid, Responses to Questions, Addenda, Bid Evaluation, Award Support Services)	\$6,940.00	
	Work Product No. 5 Labor Subtotal	\$6,940.00	\$6,940.00

WORK PRODUCT	DESCRIPTION	ITEM TOTAL	TOTAL COST
<b>WP No. 6</b>	<b>Construction Phase</b>		
	Huitt-Zollars, Inc. (Civil Engineering Support, Construction Meetings, RFIs, Submittals, Change Order Review, Pay Application Review, Record Drawings)	\$41,020.00	
	Work Product No. 6 Labor Subtotal	\$41,020.00	\$41,020.00

GRAND TOTAL SUMMARY			
WORK PRODUCT	DESCRIPTION	ITEM TOTAL	TOTAL COST
<b>WP No. 1-6</b>	<b>Totals Work Product No. 1-6 Labor</b>		
	Huitt-Zollars, Inc. (Civil/Site Design; Traffic Signal Design & Modeling; Cost Estimates; Project Manual & Specifications; Town Hall Meeting; City CIP Permit; Addressing City, TAS/ADA Comments; Bid and Award; Construction Phase Services)	\$271,155.00	
	Topographic & Tree Survey	\$4,675.00	
	SUE	\$13,041.01	
	Signal Timing	\$21,900.00	
	TAS/ADA Compliance	\$1,555.00	
	Work Product No. 1-6 Labor Subtotal	\$312,326.01	\$312,326.01
<b>WP No. 1-6</b>	<b>Reimbursable Expenses</b>		
	Huitt-Zollars, Inc.	\$1,000.00	
	Work Product No. 1-6 Reimbursable Expenses Budget	\$1,000.00	\$1,000.00
	<b>Labor Subtotal</b>		<b>\$312,326.01</b>
	<b>Reimbursable Expenses Subtotal</b>		<b>\$1,000.00</b>
	<b>Grand Total</b>		<b>\$313,326.01</b>

**AUTHORIZATION:**

Should this proposal meet with your approval, we will schedule the above services as soon as we receive your authorization. If you have any questions, please contact me at (512) 231-1119 or rg@huitt-zollars.com.

Respectfully submitted,  
Huitt-Zollars, Inc.



Rey Gonzalez, P.E.  
Vice President

Enclosure

**ATTACHMENT D**

**FEE SCHEDULE SUMMARY**

**Prime: HUITT-ZOLLARS**

**Project: Traffic Signal on E Crystal Falls Parkway (Cold Springs Community)**

**WORK PRODUCT SUMMARY**

WORK PRODUCT	DESCRIPTION	ITEM TOTAL	TOTAL COST
<b>WP No. 1-4</b>	<b>30%, 60%, 90%, 100% Submittals</b>		
	Huitt-Zollars, Inc. (Civil/Site Design; Traffic Signal Design & Modeling; Cost Estimates; Project Manual & Specifications; Town Hall Meeting; City CIP Permit; Addressing City, TAS/ADA Comments)	\$223,195.00	
	Topographic & Tree Survey	\$4,675.00	
	SUE	\$13,041.01	
	Signal Timing	\$21,900.00	
	TAS/ADA Compliance	\$1,555.00	
	Work Product No. 1-3 Labor Subtotal	\$264,366.01	\$264,366.01

WORK PRODUCT	DESCRIPTION	ITEM TOTAL	TOTAL COST
<b>WP No. 5</b>	<b>Bid Phase</b>		
	Huitt-Zollars, Inc. (Pre-Bid, Responses to Questions, Addenda, Bid Evaluation, Award Support Services)	\$6,940.00	
	Work Product No. 5 Labor Subtotal	\$6,940.00	\$6,940.00

WORK PRODUCT	DESCRIPTION	ITEM TOTAL	TOTAL COST
<b>WP No. 6</b>	<b>Construction Phase</b>		
	Huitt-Zollars, Inc. (Civil Engineering Support, Construction Meetings, RFIs, Submittals, Change Order Review, Pay Application Review, Record Drawings)	\$41,020.00	
	Work Product No. 6 Labor Subtotal	\$41,020.00	\$41,020.00

**GRAND TOTAL SUMMARY**

WORK PRODUCT	DESCRIPTION	ITEM TOTAL	TOTAL COST
<b>WP No. 1-6</b>	<b>Totals Work Product No. 1-6 Labor</b>		
	Huitt-Zollars, Inc. (Civil/Site Design; Traffic Signal Design & Modeling; Cost Estimates; Project Manual & Specifications; Town Hall Meeting; City CIP Permit; Addressing City, TAS/ADA Comments; Bid and Award; Construction Phase Services)	\$271,155.00	
	Topographic & Tree Survey	\$4,675.00	
	SUE	\$13,041.01	
	Signal Timing	\$21,900.00	
	TAS/ADA Compliance	\$1,555.00	
	Work Product No. 1-6 Labor Subtotal	\$312,326.01	\$312,326.01
<b>WP No. 1-6</b>	<b>Reimbursable Expenses</b>		
	Huitt-Zollars, Inc.	\$1,000.00	
	Work Product No. 1-6 Reimbursable Expenses Budget	\$1,000.00	\$1,000.00
	<b>Labor Subtotal</b>		<b>\$312,326.01</b>
	<b>Reimbursable Expenses Subtotal</b>		<b>\$1,000.00</b>
	<b>Grand Total</b>		<b>\$313,326.01</b>



FEE SCHEDULE

Prime: HUITT-ZOLLARS

Project: Traffic Signal on E Crystal Falls Parkway (Cold Springs Community)

	No. of Sheets	Principal In-Charge	QA Manager	Sr. Project Manager	Project Manager	Sr. Civil Engineer	Civil Engineer	Sr. Structural Engineer	Structural Engineer	EIT	Sr. Designer	Designer	Sr. CAD Technician	CAD Technician	Sr Project Support	Project Support	Total Hours	Total Labor Cost
<b>Work Product No. 2 - 60% Design</b>																		
1. Prepare Work Product: 60% Design & Plan Development, Deliverables																	0	\$0.00
a. Develop 60% Plans:																	0	\$0.00
1. Cover sheet indicating project name and number				0.5			1			2							3.5	\$660.00
2. 60% General Construction Notes				0.5			1			2							3.5	\$660.00
3. 60% Site Plan				1			2			4							7	\$1,320.00
4. 60% Roadway Plans (Left-Turn Bays) (2 sheets)				1			2			4							7	\$1,320.00
5. 60% Grading & Drainage Plan				1			2			4							7	\$1,320.00
6. 60% Typical Sections				0.5			1			2							3.5	\$660.00
7. 60% Removal Plan				0.5			1			2							3.5	\$660.00
8. 60% Traffic Control Plans				1			2			4							7	\$1,320.00
9. 60% Erosion Control Plans				0.5			1			2							3.5	\$660.00
10. 60% Existing Drainage Area Map				1			2			4							7	\$1,320.00
11. 60% Proposed Drainage Area Map				1			2			4							7	\$1,320.00
12. 60% Drainage Calculations				1			2			4							7	\$1,320.00
13. 60% Drainage Channel Capacity/Non-Erosive Conveyance Calculations				2			4			8							14	\$2,640.00
14. 60% Signing & Striping Plan				1			2			4							7	\$1,320.00
15. 60% Civil Details				0.5			1			2							3.5	\$660.00
16. 60% Traffic Signal Related Plans (Permanent Signals)																	0	\$0.00
Traffic Signal Notes				0.5			4			2							6.5	\$1,260.00
Traffic Signal Layout				1			8			16							25	\$4,380.00
Electrical Schedule																	0	\$0.00
Cable Termination Chart				0.5			4			2							6.5	\$1,260.00
Traffic Signal Wiring (Conduit Runs)				1			4			6							11	\$2,030.00
Traffic Signal Wiring (Poles, Mast Arms, Cabinet)				1			4			6							11	\$2,030.00
Electrical Service				1			6			8							15	\$2,740.00
Signal Elevation Layout				1			4			6							11	\$2,030.00
Street Name Sign Details				1			3			6							10	\$1,830.00
Miscellaneous Information (Load Switch, Detection Zones, APS Messages)				1			4			8							13	\$2,340.00
Standards				0.5			3			6							9.5	\$1,680.00
Specifications				1			6			3							10	\$1,965.00
Quantity Summary Table				0.5			4			8							12.5	\$2,190.00
17. 60% Traffic Signal Related Plans (Temporary Signals)																	0	\$0.00
Traffic Signal Notes				0.25			2			1							3.25	\$630.00
Traffic Signal Layout				0.5			8			12							20.5	\$3,610.00
Electrical Schedule																	0	\$0.00
Cable Termination Chart				0.25			4			1							5.25	\$1,030.00
Traffic Signal Wiring (Conduit & Overhead Runs)				0.5			4			6							10.5	\$1,880.00
Traffic Signal Wiring (Cabinet)				0.5			2			4							6.5	\$1,170.00
Electrical Service				0.5			2			2							4.5	\$860.00
Signal Elevation Layout				0.5			4			6							10.5	\$1,880.00
Street Name Sign Details				0.5			2			4							6.5	\$1,170.00
Miscellaneous Information (Load Switch, Detection Zones, APS Messages)				0.5			4			4							8.5	\$1,570.00
Standards				0.25			2			4							6.25	\$1,095.00
Specifications				0.5			4			2							6.5	\$1,260.00
Quantity Summary Table				0.25			4			8							12.25	\$2,115.00
b. 60% Project Manual, Specifications, Special Specifications and Special Provisions				1			8			16							25	\$4,380.00
c. 60% Engineers Estimate of Construction Cost				1			2			4							7	\$1,320.00
2. QA/QC			1														1	\$300.00
a. QA/QC Review / Address Comments (Civil/Site Engineering)				1			4			8							13	\$2,340.00
b. QA/QC Review / Address Comments (Traffic Signals)				1			8			20							29	\$5,000.00
3. Work Product Submittal																	0	\$0.00
a. Prepare & Submit Work Product Deliverables to City for Review				1						1							2	\$455.00
4. Address any City Review Comments (Up to 2 occurrences)				1			4			8							13	\$2,340.00
a. Attend Review Comment Resolution Meeting with City (60%)				1			1			1							3	\$655.00
b. Submit Final Work Product Deliverables for Approval				1						1							2	\$455.00
5. Track and Report Project Progress																	0	\$0.00
a. Provide Monthly Progress Report				1													1	\$300.00
b. Maintain Project Schedule (Monthly Submittal)				1													1	\$300.00
<b>Labor Hours - Subtotal</b>		0	1	38	0	0	149	0	0	242	0	0	0	0	0	0	430	\$79,010.00
<b>Labor Hour Cost</b>		\$325.00	\$300.00	\$300.00	\$275.00	\$250.00	\$200.00	\$270.00	\$200.00	\$155.00	\$175.00	\$140.00	\$160.00	\$110.00	\$115.00	\$90.00		
<b>Work Product No. 2 - Subtotal</b>		\$0.00	\$300.00	\$11,400.00	\$0.00	\$0.00	\$29,800.00	\$0.00	\$0.00	\$37,510.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$79,010.00

FEE SCHEDULE

Prime: HUITT-ZOLLARS

Project: Traffic Signal on E Crystal Falls Parkway (Cold Springs Community)

	No. of Sheets	Principal In-Charge	QA Manager	Sr. Project Manager	Project Manager	Sr. Civil Engineer	Civil Engineer	Sr. Structural Engineer	Structural Engineer	EIT	Sr. Designer	Designer	Sr. CAD Technician	CAD Technician	Sr Project Support	Project Support	Total Hours	Total Labor Cost
<b>Work Product No. 3 - 90% Design</b>																		
1. Prepare Work Product No. 3: 90% Design & Plan Development, Deliverables																	0	\$0.00
a. Develop 90% Plans:																	0	\$0.00
1. Cover sheet indicating project name and number				0.5			1			2							3.5	\$660.00
2. 90% General Construction Notes				0.5			1			2							3.5	\$660.00
3. 90% Site Plan				1			2			4							7	\$1,320.00
4. 90% Roadway Plans (Left-Turn Bays) (2 sheets)				1			2			4							7	\$1,320.00
5. 90% Grading & Drainage Plan				1			2			4							7	\$1,320.00
6. 90% Typical Sections				0.5			1			2							3.5	\$660.00
7. 90% Removal Plan				0.5			1			2							3.5	\$660.00
8. 90% Traffic Control Plans				1			2			4							7	\$1,320.00
9. 90% Erosion Control Plans				0.5			1			2							3.5	\$660.00
10. 90% Existing Drainage Area Map				1			2			4							7	\$1,320.00
11. 90% Proposed Drainage Area Map				1			2			4							7	\$1,320.00
12. 90% Drainage Calculations				1			2			4							7	\$1,320.00
13. 90% Drainage Channel Capacity/Non-Erosive Conveyance Calculations				1			4			8							13	\$2,340.00
14. 90% Signing & Striping Plan				1			2			4							7	\$1,320.00
15. 90% Civil Details				0.5			1			2							3.5	\$660.00
16. 90% Traffic Signal Related Plans (Permanent Signals)																	0	\$0.00
Traffic Signal Notes				0.5			3			1							4.5	\$905.00
Traffic Signal Layout				1			4			12							17	\$2,960.00
Electrical Schedule																	0	\$0.00
Cable Termination Chart				0.5			2			2							4.5	\$860.00
Traffic Signal Wiring (Conduit Runs)				1			3			4							8	\$1,520.00
Traffic Signal Wiring (Poles, Mast Arms, Cabinet)				1			2			2							5	\$1,010.00
Electrical Service				1			3			4							8	\$1,520.00
Signal Elevation Layout				1			2			4							7	\$1,320.00
Street Name Sign Details				1			1			3							5	\$965.00
Miscellaneous Information (Load Switch, Detection Zones, APS Messages)				1			2			4							7	\$1,320.00
Standards				0.5			1			2							3.5	\$660.00
Specifications				1			4			1							6	\$1,255.00
Quantity Summary Table				0.5			2			4							6.5	\$1,170.00
17. 90% Traffic Signal Related Plans (Temporary Signals)																	0	\$0.00
Traffic Signal Notes				0.25			2			1							3.25	\$630.00
Traffic Signal Layout				0.5			4			8							12.5	\$2,190.00
Electrical Schedule																	0	\$0.00
Cable Termination Chart				0.25			2			1							3.25	\$630.00
Traffic Signal Wiring (Conduit & Overhead Runs)				0.5			3			4							7.5	\$1,370.00
Traffic Signal Wiring (Cabinet)				0.5			1			1							2.5	\$505.00
Electrical Service				0.5			2			2							4.5	\$860.00
Signal Elevation Layout				0.5			2			4							6.5	\$1,170.00
Street Name Sign Details				0.5			1			2							3.5	\$660.00
Miscellaneous Information (Load Switch, Detection Zones, APS Messages)				0.5			2			2							4.5	\$860.00
Standards				0.25			1			1							2.25	\$430.00
Specifications				0.5			3			1							4.5	\$905.00
Quantity Summary Table				0.25			2			4							6.25	\$1,095.00
b. 90% Project Manual, Specifications, Special Specifications and Special Provisions				1			4			8							13	\$2,340.00
c. 90% Engineers Estimate of Construction Cost				1			2			4							7	\$1,320.00
2. QA/QC			1														1	\$300.00
a. QA/QC Review / Address Comments (Civil/Site Engineering)				1			4			8							13	\$2,340.00
b. QA/QC Review / Address Comments (Traffic Signals)				1			6			12							19	\$3,360.00
3. Work Product Submittal																	0	\$0.00
a. Prepare & Submit Work Product Deliverables to City for Review				1						1							2	\$455.00
b. Prepare & Submit CIP Permit Application				1			4			4							9	\$1,720.00
d. Prepare & Submit TDLR TAS/ADA Review Application				1			2			2							5	\$1,010.00
4. Address City Review Comments (Up to 2 occurrences)				1			16			32							49	\$8,460.00
a. Attend Review Comment Resolution Meeting with City				1			1			1							3	\$655.00
b. Submit Final Work Product Deliverables for Approval				1						1							2	\$455.00
5. Track and Report Project Progress																	0	\$0.00
a. Provide Monthly Progress Report				1													1	\$300.00
b. Maintain Project Schedule (Monthly Submittal)				1													1	\$300.00
<b>Labor Hours - Subtotal</b>	0	0	1	39	0	0	119	0	0	199	0	0	0	0	0	0	358	\$66,645.00
<b>Labor Hour Cost</b>		\$325.00	\$300.00	\$300.00	\$275.00	\$250.00	\$200.00	\$270.00	\$200.00	\$155.00	\$175.00	\$140.00	\$160.00	\$110.00	\$115.00	\$90.00		
<b>Work Product No. 3 - Subtotal</b>		\$0.00	\$300.00	\$11,700.00	\$0.00	\$0.00	\$23,800.00	\$0.00	\$0.00	\$30,845.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$66,645.00



FEE SCHEDULE

Prime: HUITT-ZOLLARS

Project: Traffic Signal on E Crystal Falls Parkway (Cold Springs Community)

	No. of Sheets	Principal In-Charge	QA Manager	Sr. Project Manager	Project Manager	Sr. Civil Engineer	Civil Engineer	Sr. Structural Engineer	Structural Engineer	EIT	Sr. Designer	Designer	Sr. CAD Technician	CAD Technician	Sr Project Support	Project Support	Total Hours	Total Labor Cost
<b>Work Product No. 5 - Bidding and Negotiation Phase</b>																		
1. Provide bidding support services including:																		
a. Attend pre-bid meeting				1			2			2							5	\$1,010.00
b. Assistance with responding to contractor questions				1			2			4							7	\$1,320.00
c. Preparing (up to 2) addenda				1			4			4							9	\$1,720.00
d. Attend/conduct bid opening				0.5			0.5										1	\$250.00
e. Prepare bid tabulation sheets				1			2			4							7	\$1,320.00
f. Assist City in evaluating bids, contractor acceptability, and award				1			2			4							7	\$1,320.00
<b>Labor Hours - Subtotal</b>	0	0	0	5.5	0	0	12.5	0	0	18	0	0	0	0	0	0	36	\$6,940.00
<b>Labor Hour Cost</b>		\$325.00	\$300.00	\$300.00	\$275.00	\$250.00	\$200.00	\$270.00	\$200.00	\$155.00	\$175.00	\$140.00	\$160.00	\$110.00	\$115.00	\$90.00		
<b>Work Product No. 5 - Subtotal</b>		\$0.00	\$0.00	\$1,650.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,790.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$6,940.00
<b>Work Product No. 6 - Construction Phase Services (Estimated 6 Months from Start to Close Out)</b>																		
1. Provide and Prepare Conformance Plans / Issued for Construction Set																		
																	0	\$0.00
2. Site Meetings:																		
a. Preconstruction Meeting (1)				1			3			3							7	\$1,365.00
b. Construction Progress Meetings (5)				1			15			15							31	\$5,625.00
c. Substantial Completion Meeting (1)				1			3			3							7	\$1,365.00
d. Final Completion Meeting (1)				1			3			3							7	\$1,365.00
3. RFIs / Clarifications/ Interpretations																		
a. Reviews and Responses to RFIs / Clarifications / Interpretations (Civil/Site Engineering)				1			8			16							25	\$4,380.00
b. Reviews and Responses to RFIs / Clarifications / Interpretations (Traffic Signals)				1			12			12							25	\$4,560.00
4. Issue Responses and Recommendations to Contractor Change Order Requests (Up to 2 total)																		
				1			8			16							25	\$4,380.00
5. Submittals																		
a. Reviews and Responses to Submittals (Civil/Site Engineering)				1			8			16							25	\$4,380.00
b. Reviews and Responses to Submittals (Traffic Signals)				1			12			12							25	\$4,560.00
6. Pay Application Reviews (Review up to 4 total)(3 progress payments, 1 retainage payment)																		
				1			4			4							9	\$1,720.00
7. Final Record Drawing Submittal																		
a. Review as-builts from contractor				1			3			3							7	\$1,365.00
b. Verify as-builts from contractor (visual inspection only)				1			3			3							7	\$1,365.00
c. Prepare final record drawings				1			4			16							21	\$3,580.00
d. Package and submit both PDF and single DGN file to City Development HUB				1			2			2							5	\$1,010.00
<b>Labor Hours - Subtotal</b>	0	0	0	14	0	0	88	0	0	124	0	0	0	0	0	0	226	\$41,020.00
<b>Labor Hour Cost</b>		\$325.00	\$300.00	\$300.00	\$275.00	\$250.00	\$200.00	\$270.00	\$200.00	\$155.00	\$175.00	\$140.00	\$160.00	\$110.00	\$115.00	\$90.00		
<b>Work Product No. 6 - Subtotal</b>		\$0.00	\$0.00	\$4,200.00	\$0.00	\$0.00	\$17,600.00	\$0.00	\$0.00	\$19,220.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$41,020.00
<b>Labor Hours Cost - Grand Total</b>		\$0.00	\$1,200.00	\$43,350.00	\$0.00	\$0.00	\$100,900.00	\$0.00	\$0.00	\$125,705.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$271,155.00
<b>Reimbursable Consultant Expenses</b>																		
Topographic & Tree Survey																		\$4,675.00
SUE																		\$13,041.01
Signal Timing																		\$21,900.00
TAS/ADA Compliance																		\$1,555.00
<b>Reimbursable/Non-Labor Expenses Subtotal</b>																		\$1,000.00
<b>Grand Total</b>																		\$313,326.01

Notes:  
(1) Presumes minor review comments, no major changes, and only up to the hours stated.



Eagle Eye Construction Layout  
 1807 S. Highway 183  
 Leander, Texas 78641  
 (512) 528-5308

**TOPO SURVEY PROPOSAL**

December 19 , 2025

**Client:** Huitt Zollars

**Client Address:** 9600 N. MoPac Expressway #420  
 Austin Texas 78759

**Project:** Crystal Falls Topo

**Project Address:** Leander Texas\_

**Requested Task:** TOPO Survey

**Project Start Date:** \_N/A\_

ITEM No.	TASK	AMOUNT
1	<b>Perform an on the Ground Topo Survey of the requested Area 1</b>	\$ 4675.00
	<b>Process Field Data to Prepare CAD File and XML Surface File for Engineer / Client</b>	
	<b>Turn Around Time is +/- 4 Weeks</b>	
	<b>Total</b>	\$ 4675.00

**Files needed from client:** \_\_\_ n/a \_\_\_

**Onsite Contact:** \_\_\_ Rey Gonzales \_\_\_ **Phone:** \_512-231-1119 x10409\_

**Approved By:** \_\_\_\_\_

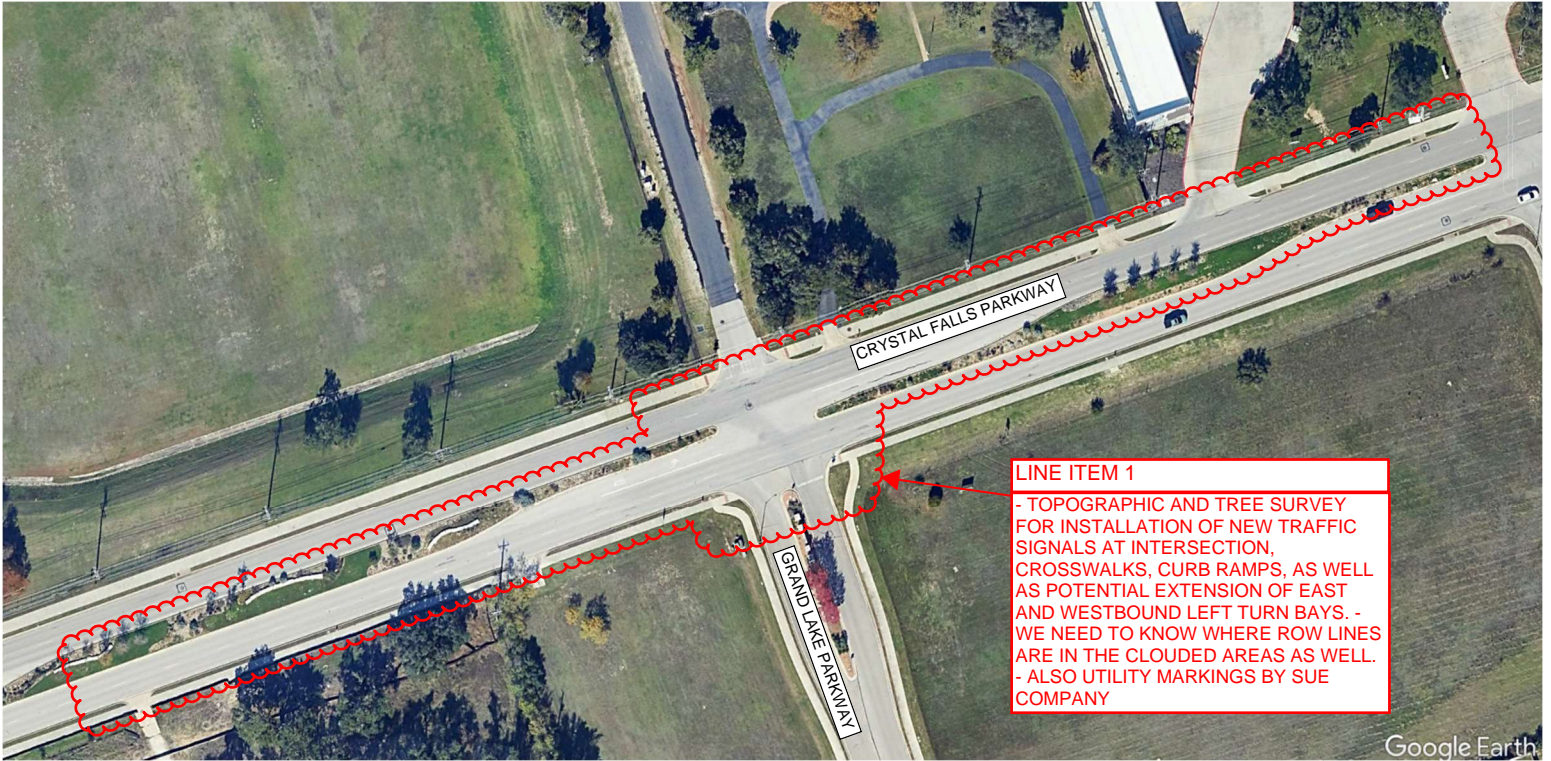
**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Payment:** Due within 30-days of the invoice date.

**Send payment:** P.O. Box 2979, Cedar Park, Texas 78630

Prepared By: Brian Wyatt



**LINE ITEM 1**  
- TOPOGRAPHIC AND TREE SURVEY FOR INSTALLATION OF NEW TRAFFIC SIGNALS AT INTERSECTION, CROSSWALKS, CURB RAMPS, AS WELL AS POTENTIAL EXTENSION OF EAST AND WESTBOUND LEFT TURN BAYS. - WE NEED TO KNOW WHERE ROW LINES ARE IN THE CLOUDED AREAS AS WELL. - ALSO UTILITY MARKINGS BY SUE COMPANY

Google Earth

December 17, 2025  
Rev1

Rey Gonzalez  
Huitt Zollars  
9600 N MoPac Expressway, Suite 420  
Austin, Texas 78759  
512-231-1119  
[rg@Huitt-Zollars.com](mailto:rg@Huitt-Zollars.com)

**RE: Subsurface Utility Engineering  
City of Leander Crystal Falls Parkway & Grand Lake Parkway Traffic Signal Improvements  
Leander, Texas**

Dear Mr. Gonzalez:

The Rios Group, Inc. (TRG) is pleased to submit a revised cost proposal for Subsurface Utility Engineering (SUE) for the above referenced project. This proposal is based on information provided via email on December 10 & 11, 2025 and comments received via email on December 17, 2025.

### **Introduction**

TRG will perform SUE services for this project in general accordance with the recommended practices and procedures described in ASCE publication ASCE/UESI/CI 38-22 “Standard Guideline for Investigating and Documenting Existing Utilities”. SUE Quality Level definitions and data limitations are included in Exhibit C, attached to this proposal.

### **Scope of Work**

Based on information provided by Huitt Zollars (Client), TRG has developed a proposed scope for SUE services on this project. This scope may be modified, with Client and TRG concurrence, during the performance of work if warranted by changing or unexpected field conditions.

The scope of this proposal includes QLB SUE services.

To Include:

In general, QLB SUE services are requested within the limits of the Crystal Falls Parkway & Grand Lake Parkway Traffic Signal Improvements project as shown in red on Exhibit B, attached to this proposal. QLB SUE services provided will be inclusive of QLC and QLD. The following areas are specifically excluded from the scope of work of this proposal: private property. TRG has made the following assumptions for the QLB SUE Services on this project:

- Any necessary Right-Of-Entry (ROE) permits and access to the site will be provided by the Client prior to the start of field work.
- TRG will perform records research and acquire available existing utility records within the project limits. This will include contacting the applicable One Call agency and associated utility owners/municipalities to request records and reviewing available utility record information obtained.
- TRG will attempt to designate the following utilities within this area: potable water, reclaimed water, chilled water, natural gas/crude oil/refined product pipelines, communication duct banks, fiber optic, cable television, telephone, traffic signal cables, street lighting, TxDOT CTMS cables, and electric.
- Wastewater and storm drain facilities will be inverted at manholes, and will be depicted as QLC information.
- TRG will attempt to designate utility service lines, however, because these lines are often non-conductive and not shown on records TRG cannot guarantee all service lines will be included in the final deliverables.
- The following facilities/items are specifically excluded from the scope of work of this proposal: private service lines, irrigation lines, overhead utilities, detailed vault investigations.
- TRG will attempt to provide Electronic Depth readings calculated by TRG's geophysical equipment. If Electronic Depth readings can be obtained, they will be provided every 25 feet. However, due to the inconsistency with Electronic Depth readings, TRG cannot guarantee the accuracy of the information. Data will be provided for informational purposes only.

**The survey of SUE field markings is not included in this scope of work. It is assumed that the Client will provide SUE survey data for use in preparing the final deliverables.**

### **Deliverables**

TRG will provide the following as a final deliverable to the Client:

- A utility file in CAD format depicting all SUE data documented on the project. The Client will provide TRG with any necessary background files for use in completing the final deliverables.
- 11" x 17" SUE Plan Sheets depicting all SUE data documented on the project. These plans will be signed and sealed by a Professional Engineer and delivered to the Client in electronic PDF form;
- A Utility Report containing metadata (e.g. scope of work, work limits, dates of performance, survey control, etc.), information about the Utility Investigation not otherwise conveyed in other project deliverables, and recommendations to address data deficiencies.

**Schedule**

TRG can mobilize within three (3) weeks of receiving Notice-To-Proceed (NTP). TRG estimates that the QLB SUE work can be completed in twenty-four (24) working days, broken down as follows:

- QLB field work – 4 days
- QLB deliverable preparation – 20 days (Following receipt of survey data from Client)

**Estimated Fee**

The Time & Materials fee to complete the work described herein is not-to-exceed **Thirteen Thousand Forty-One Dollars and 01/100 (\$13,041.01)**. An itemized breakdown of cost is provided in Exhibit A. Please note that these pricings are based on estimated quantities, and that only actual quantities will be invoiced – up to the total Contract amount.

We look forward to working with you on this project. If there are any questions, please do not hesitate to call at 512.580.5440.

Respectfully,

**The Rios Group, Inc.**



Robby Hub  
Austin Branch Manager



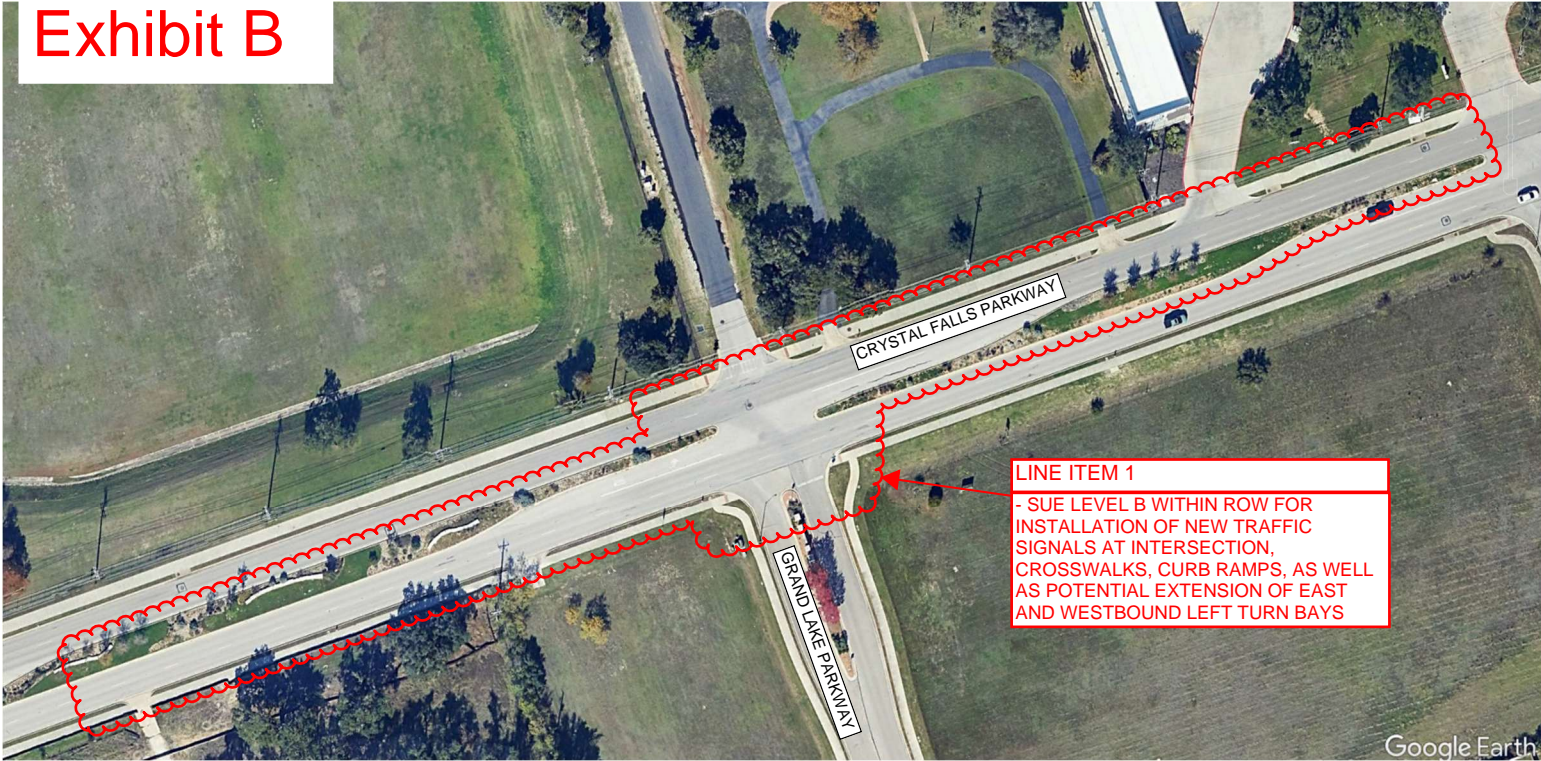
THE RIOS GROUP

**Estimate for Subsurface Utility Engineering**  
**City of Leander**  
**Crystal Falls Parkway Grand Lake Parkway**

**EXHIBIT A**

<b>Hourly Office Labor</b>	<i>Rate</i>	<i>Assumed Quantity</i>	<i>Unit of Measure</i>	<i>Sub-Total</i>
Supervisory Engineer	\$ 208.60	2	HR	\$ 417.20
Senior SUE Project Manager	\$ 202.92	2	HR	\$ 405.84
SUE Project Manager	\$ 166.97	4	HR	\$ 667.88
Professional Engineer	\$ 179.49		HR	\$ -
Assistant Project Manager	\$ 117.06	8	HR	\$ 936.48
Engineer in Training	\$ 119.94		HR	\$ -
CADD Technician	\$ 84.44	24	HR	\$ 2,026.56
Senior CADD Technician	\$ 106.98		HR	\$ -
Engineering Technician	\$ 67.50	4	HR	\$ 270.00
Field Manager	\$ 131.41	5	HR	\$ 657.05
Administrative Specialist	\$ 77.30		HR	\$ -
<b>Sub-Total</b>				<b>\$ 5,381.01</b>
<b>QL"B" SUE Designating</b>	<i>Rate</i>	<i>Assumed Quantity</i>	<i>Unit of Measure</i>	<i>Sub-Total</i>
One Designating Person	\$ 168.00	30	HR	\$ 5,040.00
Two Person Designating Crew	\$ 262.00	10	HR	\$ 2,620.00
<b>Sub-Total</b>				<b>\$ 7,660.00</b>
<b>Total Estimated Cost</b>				<b>\$ 13,041.01</b>

# Exhibit B



## EXHIBIT C DEFINITIONS & DATA LIMITATIONS

### **Subsurface Utility Engineering (SUE) Quality Level Definitions**

The Rios Group (TRG) performs SUE services in general accordance with the recommended practices and procedures described in ASCE publication ASCE/UESI/CI 38-22 “Standard Guideline for Investigating and Documenting Existing Utilities”. The core aspect of this standard is affixing a professionally judged value (a Utility Quality Level) to buried and hidden Utility Segments and Utility Features that identify the reliability and nonquantifiable locational uncertainty of documented Utility infrastructure data. The four quality levels, as defined in the standard, are:

- **Utility Quality Level D (QLD)** – A value assigned to a Utility Segment or Utility Feature not visible at the ground surface whose estimated position is judged through Utility records, information from others, or from visual clues such as pavement cuts, obvious trenches, or existence of service.

A QLD data attribute is assigned to a Utility Segment or Utility Feature after review and compilation of existing records, oral recollections, One-Call or “private-locate” markings, managed data repositories, context with other achieved Utility Quality Levels, and/or other evidence of existence. QLD data is more uncertain than QLC, QLB, and QLA. QLD data is less uncertain than utilities documented without any Utility Quality Level barring a Professional’s statement of fact to the contrary.

- **Utility Quality Level C (QLC)** – A value assigned to a Utility Segment not visible at the ground surface whose estimated position is judged through correlating Utility records or similar evidence to Utility Features, visible aboveground and/or underground. The Utility Anchor Point on the Utility Features shall be tied to the Project Survey Datum with an accuracy of 0.2 ft (60 mm) horizontal.

A QLC value judgement is assigned to a Utility Segment by using visible Utility Features to approximate the position of a Utility Segment between or in proximity to the visible Utility Features and in context with other achieved Utility Quality Levels. QLC only pertains to the underground Utility Segment(s), not the Utility Feature(s). QLC data is more certain than QLD and is more uncertain than QLB and QLA

- **Utility Quality Level B (QLB)** – A value assigned to a Utility Segment or Subsurface Utility Feature whose existence and horizontal position is based on Geophysical Methods combined with professional judgement and whose location is tied to the Project Survey Datum.

A QLB value is assigned to a Utility Segment when the following conditions are met: (1) the Utility Segment was detected through the application of appropriate Geophysical Methods; (2) the geophysical signal was judged to be reliable. (3) the interpreted position was judged based on knowledge and use of geophysical science, Utility design and installation practices, available records, visual features, and influence of site conditions; and (4) the source Designation has been tied to the Project Survey Datum with an accuracy of 0.2 ft (60mm) horizontally. QLB is more uncertain than QLA and more certain than QLC or QLD.

- **Utility Quality Level A (QLA)** – A value assigned to that portion (x-, y-, and z-geometry) of a Utility Segment or subsurface Utility Feature that is directly exposed and measured and whose location and dimensions are tied to the Project Survey Datum. The Utility Segment or subsurface Utility Feature shall be tied to Project Survey Datum with an accuracy of 0.1 ft (30 mm) vertical and to 0.2 ft (60 mm) horizontal for measurements of the outside limits of the Utility Feature or Utility Segment that is exposed.

Other measurable, observable, and judged Utility Attributes are also recorded. If obtained by means of a Test Hole observation, a verification effort is made, and professional judgement is used to assert that the exposed infrastructure is indeed the sought target. The assignment of QLA conveys the lowest level of relative (nonquantifiable) uncertainty of measurable and judged Attributes and locations. QLA is more certain than QLB, QLC, or QLD.

## **Acronyms and Special Definitions**

<b>3D</b>	three-dimensional
<b>CAD</b>	Computer-Aided Design
<b>EOI</b>	End of Information
<b>GIS</b>	geographic information system
<b>GPR</b>	ground penetrating radar
<b>ROE</b>	Right of Entry
<b>ROW</b>	Right of Way
<b>SAF</b>	Surface Adjustment Factor

**Anchor Point:** A defined point on a Utility Feature or a Utility Segment. (ASCE 38-22)

**Attribute:** A defined characteristic of a Utility Feature, Utility Segment, or of a singular point on a Utility Feature or Utility Segment. (ASCE 38-22)

**Deliverable:** The sealed results from a Subsurface Utility Engineering investigation that typically includes a Utility Report, Utility Drawings, and other relevant Utility data for inclusion in digital or paper formats, and/or within databases and/or three-dimensional models. (ASCE 38-22)

**Designating:** The application and interpretation of shallow earth Geophysical Methods to infer (with or without surface markings) the existence and the approximate horizontal position and,

when possible and part of the Scope of Work, Depth of a subsurface Utility Segment and/or Utility Feature. (ASCE 38-22)

**Electronic Depth (ED):** Depth obtained by electromagnetic receiver that has a varying level of accuracy based on many factors including soil conditions, connection type, overhead interference, etc. ED reports to the center of the induced magnetic field.

**Encasement:** A structure that encloses and protects utility facilities and surrounding infrastructure, environment, and the public. E.G. Concrete cap, casing pipe, tile, ducts, tunnel.

**Geophysical Method:** Application of an established shallow-earth Geophysical Method (such as seismic, acoustic, gravitational, magnetic, electrical, and electromagnetic) to observe the physical response of the subsurface Utility infrastructure and cultural features, as well as anomalies within those responses. (ASCE 38-22)

**Locating:** The process of exposing and verifying a Utility for purposes of determining its function, type, position, outside dimensions, and other observable Attributes at its exposed points. (ASCE 38-22)

**Low Wire Sag:** Lowest elevation on the lowest wire at a crossing overhead utility.

**Overhead attachment point:** Elevation where overhead line is attached to above ground structure such as a pole.

**Subsurface Utility Engineering (SUE):** The specialty practice of civil engineering's Utility Engineering branch that includes the investigation, analysis, judgment, and documentation of existing Utility networks. (ASCE 38-22)

**Test Hole:** A small, limited excavation, made to determine, measure, and record data about a buried Utility Segment or Utility Feature. (ASCE 38-22)

**Utility:** A privately, publicly, or cooperatively owned pipeline, cable(s), and/or conduits, facility, or system for producing, transmitting, or distributing communications, traffic control cables and structures, cable television, power, electricity, light, heat, gas, oil, crude products, water, steam, waste, stormwater, or any other similar commodity, including any fire or police signal system or street lighting system. The term Utility shall also mean the Utility owner/operator inclusive of any wholly owned or controlled subsidiary. (ASCE 38-22)

**Utility Feature:** A physical component of a Utility. Examples include valves, hydrants, reducers, switches, thrust blocks, vaults, and transformers. (ASCE 38-22)

**Utility Investigation:** Any or all of a variety of office and field activities undertaken to understand and document the existence of, location, and Attributes of existing Utility facilities within the project limits. (ASCE 38-22)

**Utility Quality Level:** The value, assigned by the Professional, of a Utility Segment or subsurface Utility Feature that identifies the relative (nonquantifiable) uncertainty of a Utility Segment's or subsurface Utility Feature's existence and actual location to that of its documented location. (ASCE 38-22)

**Utility Report:** A report or sufficient notes contained within a Utility Drawing, sealed by a Professional, that (1) contains information about the Utility Investigation that might otherwise not be conveyed, (2) assists the end user in understanding the subsurface Utility landscape and risks, (3) provides recommendations to address data deficiencies, and (4) complements the Utility Drawing Deliverables. (ASCE 38-22)

**Utility Segment:** A continuous portion of a Utility for which the Utility Quality Level is constant, and the Attributes, other than Depth, are substantially identical. (ASCE 38-22)

**Vault:** A concrete box underground that is used for utility purpose.

### **General Data Limitations**

SUE services are performed in accordance with ASCE/UESI/CI 38-22 guideline, generally accepted engineering principles and practices at the time of service. However, a possibility exists that abandoned, forgotten, non-detectable, undocumented, or newly installed utilities may not get mapped using standard records research and surface geophysical survey procedures. While the ASCE 38-22 standard guidelines mitigate these issues, utilities possessing characteristics mentioned below can be missed while following standard Utility Designating and Locating procedures:

1. Utilities lacking apparent available records and without apparent surface features.
2. Utilities with record information which is illegible, misleading, or incomplete.
3. Utilities which are inaccurately reported or inaccurately represented by the utility owner as being a significant distance from the true position.
4. Abandoned utilities without apparent surface features.
5. Utilities buried excessively deep, beyond detection limits of standard utility designating equipment.
6. Non-conductive utilities buried in clay soil without apparent surface features.
7. Non-conductive lines buried away from the tracer wire (e.g., HDPE Gas)
8. Facilities installed after the SUE effort has been completed.

A common problem occurs when the project involves facility owners and operators with insufficient records and non-conductive buried facilities (a situation often encountered with public works installations), infrastructure for oil and natural gas wells installed prior to 1960, and irrigation systems that utilize non-conductive water mains. Facilities mapped under these circumstances are often depicted as QLD during the utility designating field effort to keep operations and budgets at a practical level. As the design project progresses, some depicted facilities may have to be upgraded to a higher quality level through more advanced geophysical prospecting and utility locating methods to properly identify and assess utility conflicts for design and construction.

Designers, utility coordinators, and contractors must realize the CI/ASCE 38-22 utility mapping effort is an iterative acquisition and interpretation process. Unless subsequent endeavors are made to upgrade designated quality levels, facilities depicted at lower quality levels, such as QLD, may be completely in error. In addition, depicted facilities and corresponding data are pertinent at the time in which field investigation operations are completed and are subject to change.

Final utility plans and data are for design purposes only and reflect utility conditions at the time surveyed. The SUE consultant cannot be held responsible for utility scenario changing after completion of field operations.

Users of this data set must understand and adhere to the limitations associated with the designated quality levels assigned to the depicted facilities. QLC and QLD depictions are based on interpolations, extrapolations, and available record data; this data can be erroneous and should not be used alone for design development and bidding purposes. Additional utility designating and locating field efforts to upgrade data to QLB and QLA are strongly recommended for areas where accurate final design and construction planning and bidding is required.

It is strongly recommended that users of this data, especially project engineers-of-record, become familiar with the ASCE 38-22 standard guidelines and the corresponding data limitations inferred by the designated quality levels prior to employing the data set for design purposes. In addition, a utility report should always accompany the existing utility CADD file to ensure proper interpretation and usage of the data set. Any questions regarding the SUE data or utility report should be directed to the SUE professional engineer-of-record.

January 29, 2026

Allejandra Gallegos, PE, PTOE  
Huitt-Zollars, Inc.  
5822 Cromo Drive Suite 210  
El Paso, TX 79912

Subject: Proposal for Crystal Falls Traffic Signal Timing, Leander, Texas

Ms. Gallegos:

Othon, Inc. (Othon) is pleased to present this proposal to provide traffic engineering services to perform traffic signal timing at the intersection of Crystal Falls Parkway and Grand Lake Parkway located in Leander, Texas. The following scope of services has been developed based on our understanding of this assignment.

### **Scope of Services**

The basic scope of services includes the development of traffic signal timing plans for a proposed traffic signal, coordination with applicable agencies, and documentation of the signal timing analysis and recommendations. Coordination with relevant agencies will be performed as needed to support review and implementation of the proposed signal timing.

#### ***Task 1: Project Management and Administration***

The Project Management and Administration task will include all activities necessary to ensure the project is delivered on schedule, within budget, and in alignment with client expectations. This will involve preparing and submitting monthly invoices and progress reports to document work completed and upcoming tasks. Meetings with the client will be conducted to review progress, address questions, and confirm project direction. Project coordination will be carried out both internally among the project team and with the client as needed to facilitate communication, resolve issues, and maintain alignment across all aspects of the project.

#### ***Task 2: Data Collection***

Traffic data collection will be conducted to support the development of traffic signal timing plans and coordination for the proposed signal at Crystal Falls Parkway and Grand Lake Parkway. Turning Movement Counts (TMCs) will be collected at the following two (2) intersections:

1. Crystal Falls Parkway and Raider Way
2. Crystal Falls Parkway and Ronald Reagan Boulevard

Three (3) two-hour TMCs will be collected at each intersection during the weekday AM peak, mid-day, and PM peak periods, for a total of six (6) two-hour TMCs. One (1) four-hour TMC will be collected at each intersection during the weekend peak period, for a total of two (2) four-hour TMCs.

### ***Task 3: Traffic Signal Timing***

Traffic signal timing services will be provided for the proposed traffic signal at the intersection of Crystal Falls Parkway and Grand Lake Parkway in the City of Leander, Texas. Signal timing will be developed for the existing conditions. Turning movement volumes will be used to develop optimized signal timing plans. The analysis and signal timing optimization will be completed using the latest version of Synchro.

A single weekday field visit will be conducted to observe existing traffic operations and field conditions at the intersection of Crystal Falls Parkway and Grand Lake Parkway. The field visit will include observations of adjacent signals along Crystal Falls Parkway during the AM peak, mid-day (MD), and PM peak periods. The field observations will be used to verify traffic patterns, lane utilization, turning movements, and general operational characteristics to support the development and refinement of the proposed traffic signal timing plans.

As part of this effort, existing signal timing plans for adjacent signals along Crystal Falls Parkway will be requested from the City of Leander. These timing plans will be used to coordinate the proposed signal with the existing signal system and to maintain progression along the corridor.

The signal timing effort will include:

- Development of signal timing plans for the proposed signal for weekday and weekend conditions (AM peak, mid-day peak, PM peak, and off-peak), including cycle length, phase splits, offsets, and coordination parameters consistent with the existing system.
- Evaluation of lane group phasing, protected/permitted left-turn phasing, and pedestrian timing to ensure compliance with TMUTCD requirements.
- Coordination of the proposed signal with adjacent signals using existing system timing parameters obtained from timing sheets requested from the controlling agency.
- Preparation of signal timing sheets suitable for review by the City of Leander and for use during signal implementation.

### ***Task 4: Summary Memo***

The results of the traffic signal timing analysis will be documented in a Signal Timing Summary Memorandum. The memorandum will summarize the traffic data and assumptions used in the analysis, key operational observations, and the recommended signal timing parameters for the proposed signal at Crystal Falls Parkway and Grand Lake Parkway.

The memorandum will document the recommended timing plans and describe coordination with adjacent signals along Crystal Falls Parkway, with discussion of the anticipated operational benefits related to traffic flow and intersection performance.

### **Project Schedule**

Othon will commence work on the project upon receipt of the signed authorization. The schedule for completing the draft Summary Report is six weeks after receipt of the signed authorization. Othon will respond to any comments from the client and/or agency in a timely manner after receipt of said comments and prepare documents for re-submittal.

### **Deliverables**

One (1) draft Signal Timing Summary Memorandum documenting the signal timing methodology, assumptions, and recommendations will be prepared and submitted for review and comment. Supporting exhibits may be included, as appropriate. A PDF version of the draft memorandum will be provided. Following receipt of comments, one (1) final Signal Timing Summary Memorandum will be prepared. The final memorandum will be signed and sealed by a Texas Professional Engineer (P.E.), and a PDF version will be provided.

### Compensation

The proposed total compensation for the above basic scope of services is lump sum fee of \$ 21,900.00. A breakdown by phase is provided below:

Task 1: Project Management and Administration	\$ 2,200.00
Task 2: Data Collection	\$ 6,000.00
Task 3: Traffic Signal Timing	\$ 9,900.00
Task 4: Summary Report	\$ 3,800.00
Total	\$ 21,900.00

### Additional Services

Additional services, if needed, will be considered outside the scope of the basic fee. Othon requests the right to provide you with a proposal to accomplish any additional services (if required).

Additional services could include, but are not limited to, the following items; which are not part of the basic fee:

1. Any additional data collection,
2. Field implementation of the timing plans,
3. Any operational analysis or traffic modeling to graphically demonstrate the congestion,
4. Inclusion of any additional intersections not listed within the scope of services,
5. Other traffic related activities outside of those stated in the basic scope of services, and
6. Any other changes requested by the agency.

The details mentioned in the scope of services above are based on some assumptions and are subject to change based on the discussion with the scoping agency. We look forward to working with you on this assignment. Should you have any questions regarding the proposed scope of services presented in this proposal, please do not hesitate to call me at 214.340.7344 at your convenience. Thanks again for the opportunity to serve you on this project.

Sincerely,

*Srinivas M. Sangineni*

Srinivas M. Sangineni, PE, PTOE, PTP  
Executive Vice President  
Othon, Inc



# Able 2 Access Fee Schedule Effective 03/15/2022

## PLAN REVIEW REQUIREMENTS:

- ❖ One complete set of plans
- ❖ EITHER a completed Project Registration Form (if you want me to register the project) OR the confirmation page from the online TABS project registration
- ❖ Fees - Plan review fee (see table below - payable to Able2Access) and if I am registering the project, the filing fee(\$175 included in check to Able2Access)  
Additional paperwork that may be required
- ❖ If there is a design professional - Proof of Submission form - signed and dated
- ❖ If the owner has an agent who is going to oversee the project - Owner Agent Designation form, available upon request

## INSPECTION REQUIREMENTS:

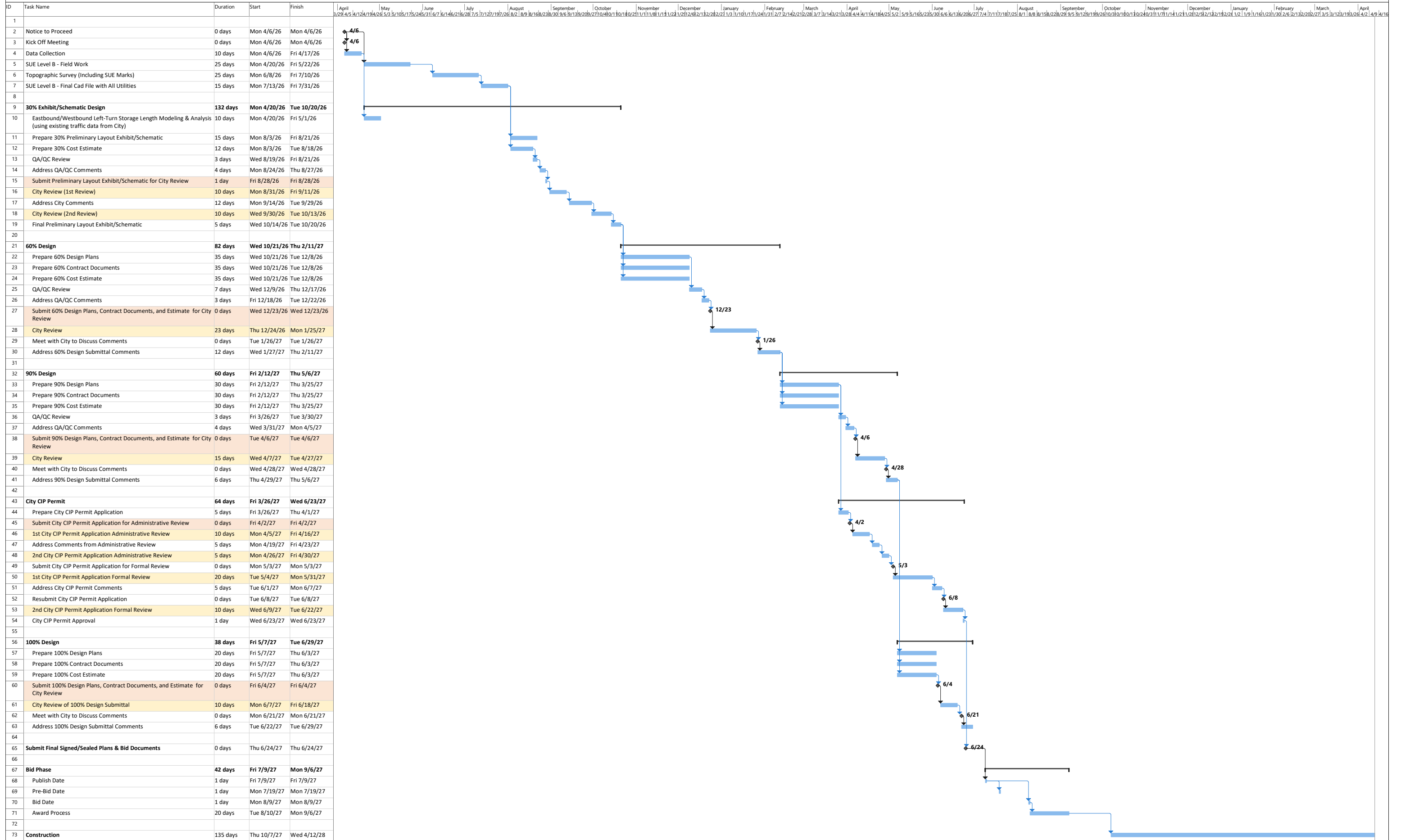
- ❖ Request for Inspection form signed by owner or owner's agent (Owner Agent Designation form required)
- ❖ Fees - Inspection fee (see table below - payable to Able2Access)

**NOTE: Additional charges may be added for site inspections located more than 200 miles outside of Austin, but these expenses may be reduced or eliminated if there are multiple inspections in the same area**

<u>Estimate Construction Cost</u>	<u>Plan Review Fee</u>	<u>Revision Fee</u>	<u>Inspection Fee</u>
\$0 - \$200,000	\$400	\$200	\$500
200,001 - 500,000	465	250	525
500,001 - 1,000,000	530	300	550
1,000,001 - 5,000,000	595	350	595
5,000,001 - 10,000,000	725	425	725
10,000,001 - 15,000,000	770	500	770
15,000,001 - 25,000,000	935	600	935
25,000,001 - 50,000,000	1,200	900	1,200
50,000,001 - 75,000,000	1,500	1,000	1,500
> 75,000,000	Negotiated Fee	Negotiated Fee	Negotiated Fee

**On-Site/ ADA Consulting with written report**      **\$300.00/hr. On Site**  
**\$200/hr. Write-Up**

Traffic Signal on E Crystal Falls Parkway (Cold Springs Community)  
3/13/26



Project: Bagdad Terminus Pump  
Date: Sun 3/15/26

Task Split  
Milestone Summary  
Project Summary Inactive Task  
Inactive Milestone Inactive Summary  
Manual Task Duration-only  
Manual Summary Rollup Manual Summary  
Start-only Finish-only  
External Tasks External Milestone  
Deadline Progress  
Manual Progress



**EXECUTIVE SUMMARY**  
**4/2/2026**

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**AGENDA SUBJECT:**

Discuss and consider action on a Change Order No. 2 to Core & Main LP for the implementation of an advanced metering infrastructure (AMI) system identified as Capital Improvements Program (CIP) Project number W.42 in the amount of \$1,980,187.60 increasing the total contract amount to \$11,086,883.34; and authorize the City Manager to execute all necessary documents.

**BACKGROUND:**

Advanced metering infrastructure (AMI) allows continuous and instantaneous access from a centralized location to view and analyze water use at any given water meter, remotely. The AMI system has the ability to analyze aggregate data for better planning and management of the water system. Benefits include improved water demand management, proactive conservation enforcement and response, and improved customer service and system monitoring (early leak detection).

Knowing that the City of Leander was growing rapidly with no set number of water meters accurately known, the City realized that its bidding approach would need to utilize a baseline of quantity and types of meters, and then the hired contractor would conduct assessments and surveys of all meters and communication sites, with the intent that the City would provide a change order later to meet the full and actual quantity of meters realized. On August 24, 2022, the City purchased a data dump from Incode/Tyler Technologies, to provide a baseline of information on numbers and types of meters. On May 4, 2023, the City contracted with Ardurra Group, Inc., to develop and prepare a single request for proposal (RFP) for the design and installation of an AMI system. Knowing that the August 2022 data dump was just a snapshot in time, Ardurra used this data as a baseline to develop and write a fair and competitive request for a contractor to supply, install, and implement the AMI system.

On December 5, 2024, the City Council approved a contract with Core & Main LP in the amount of \$9,073,403.00 for the implementation and deployment of an AMI system (CIP W.42) which included an assessment survey of all City meters, meter boxes, and gateway locations. If approved, this change order would increase the contract amount to \$11,086,883.34. The amount allocated for this project is \$11,908,846 and the project would remain \$821,962.66 under budget.

Core & Main, LP proceeded with conducting assessments and surveys of meters and meter boxes on April 28, 2025, substantially completing surveys of 99.8% of all meters. The remaining meters were not found. Following the findings of the assessment surveys, Core & Main submitted Change Order No. 2 request, which addresses adjustments to contract line items based on actual City assets, needs, and efforts for the construction portion of the project. These include an increase in cellular meters and antennae due to added services, changes in locations and mountings for gateways, an increase in the number of meter boxes and lids to be replaced, a reduction in standard meters, a reduction in under-lid installations, and a reduction in lid drilling to existing lids.

The surveys conducted by the contractor also identified 11,808 additional meters that need an antenna replacement only. The City cannot approve a change order including the installation of all 11,808 additional AMI meter antennas, because doing so will cause the total amount in approved change orders to exceed 25% of the

original contract price, which is not allowed by state law. Instead, the change order will result in the purchase and installation of the additional needed meters, some of which will operate as automated meter reading (AMR) meters. The AMI meter consists of an AMR meter, which is then modified with an antenna to become an AMI meter. Purchase and installation of AMR meters will allow the City to change out as many old, manual-read meters as possible, which will improve accuracy and efficiency in measuring water use. The City will later replace the antennas of these AMR meters to convert them to AMI meters in compliance with applicable purchasing laws and funding constraints.

A summary of the changes can be found in the table below with details provided in the change order attachment.

Install MIUs on existing meters (+4,202), increase in the number of cellular endpoints (+4,429), and monopole change	\$2,340,914.01
Replace meters, install MIUs (less number of meters)	(\$294,057.21)
Replace meters, install MIUs (increase in the number of lids)	\$42,559.82
Network installation (monopole remobilization fee)	\$5,720.00
Under lid installs (reduction in the number of under lid installs)	(\$16,310.00)
Replace complete lids and boxes (increase in number of complete meter boxes and lids needing replacement)	\$78,030.90
Drill meter box lid (existing holes and new lids)	(\$176,669.92)
<b>Total Change Amount</b>	<b>\$1,980,187.60</b>

**HISTORY/TIMELINE:**

- 12/02/2021 – City solicited first RFQ to design and implement an AMI system.
- 01/28/2022 – City received proposals from ten (10) candidates of varying expertise.
- 08/24/2022 – City purchased data dump from Incode/Tyler Technologies.
- 12/09/2022 – City solicited services from Ardurra Group, Inc.
- 05/04/2023 – City Council approved the contract with Ardurra Group, Inc in the amount of \$866,818.00.
- 01/18//2024 – City posted solicitation for AMI Construction Contractor.
- 02/29/2024 – City received proposals from three (3) candidates.
- 11/22/2024 – Negotiations failed with first candidate. City Staff chose next candidate, Core & Main, LP.
- 12/05/2024 – City Council approved the contract with Core & Main LP in the amount of \$9,073,403.00.
- 4/28/2025 – Core & Main, through subcontractor VEPO, begins assessments and surveys.
- 12/21/2025 – Core & Main and VEPO completed surveys on 99.8% of meters.
- 01/12/2026 – City Manager signed Change Order No. 1 providing for customer portal changes, monopole reductions, and realignment of the additional surveys in the amount of \$33,292.74, for a new contract amount of \$9,106,695.74.

**APPLICANT/AGENT:**

**RECOMMENDATION:**

Staff recommends approval of Change Order No. 2 in the amount of \$1,980,187.60 increasing the total contract amount to \$11,086,883.34; and authorize the City Manager to execute all necessary documents.

**PRESENTER:**

Tony Bettis, CIP Program Manager

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**Fiscal Impact**

**Amount requested:** \$1,980,187.60  
**Approved in current budget (Yes / No):** Yes  
**Expenditure (New / Amended):** New  
**Recurring or one-time:** One-Time  
**Fund source (Operating / Utility / etc.):** 24-01-8657 (CO SERIES 2024-B)

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**Attachments:**

1. Leander Change Order #2



Core & Main  
1830 Craig Park Court  
St. Louis, MO 63146

February 23, 2026

Dear City of Leander,

Please see the attached breakdown of the Core and Main change order request. The total request is \$1,980,187.60 and includes the following items:

- Increase in cellular meters due to added services and monopole change
- Reduction in standard meters
- Increase in meter box lids and complete meter boxes
- Reduction in under lid installs
- Increase in box and lid installs
- Reduction in lid drilling to existing lids

Sincerely,

Matt Dulock  
512-801-0815  
Matt.dulock@coreandmain.com

**Local Knowledge**  
**Local Experience**  
**Local Service, Nationwide®**

Change Orders

Change Order 002

Date 2/25/2026

	Amounts	Description
<b>Table A1. Install MIUs on existing Meters, including labor for lid replacements / modifications</b>		
Contract Amount	\$894,541.90	Increase in the number of cellular
New Amount	\$3,235,455.91	endpoints with additional 5k meters and
Change Amount	\$2,340,914.01	monopole change.
<b>Table A2. Replace Meters, install MIUs, including labor for lid modification or replacement</b>		
Contract Amount	\$3,757,087.48	Less number of meters
New Amount	\$3,463,030.27	
Change Amount	(\$294,057.21)	
<b>Table A3. Replace Meters, install MIUs, including labor for lid modification or replacement</b>		
Contract Amount	\$18,174.68	Increase in the number of lids
New Amount	\$60,734.50	
Change Amount	\$42,559.82	
<b>Table A5. Network Installation</b>		
Contract Amount	\$0.00	Monopole Remobilization Fee
New Amount	\$5,720.00	
Change Amount	\$5,720.00	
<b>Table A14</b>		
<b>Under Lid Installs</b>		
Original Contract	\$16,310.00	Reduction in the number of under lid
New Amount	\$0.00	installs
Change Amount	(\$16,310.00)	
<b>Replace Complete Lids and Boxes</b>		
Original Contract	\$6,525.00	Increase in number of complete meter
New Amount	\$84,555.90	boxes and lids
Change Amount	\$78,030.90	
<b>Drill Meter Box Lid (plastic &amp; metal)</b>		
Original Contract	\$452,406.78	Existing holes and new lids
New Amount	\$275,736.86	
Change Amount	(\$176,669.92)	
<b>Total Change Amount</b>	<b>\$1,980,187.60</b>	

Table A1\_MIUs

Table A1. Install MIUs on existing Meters, including labor for lid replacements / modifications

**ORIGINAL**

Meter Size / Type	No. Meters	Unit MIU Cost*	Total MIU Cost at Installation	Unit Installation Cost	Total Installation Cost	Total Retrofit Cost
.625"	2,630	\$289.03	\$760,148.90	\$51.10	\$134,393.00	\$894,541.90
.75"	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1"	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1.5"	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2" Static	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3" Static	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4" Static	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6" Static	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8" Static	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Grand Totals</b>	<b>2,630</b>		<b>\$760,148.90</b>		<b>\$134,393.00</b>	<b>\$894,541.90</b>

\* Include cost of connector and antennae if needed

**CHANGE ORDER - 1/2026**

Meter Size / Type	No. Meters	Unit MIU Cost*	Total MIU Cost at Installation	Unit Installation Cost	Total Installation Cost	Total Retrofit Cost
Register Only	3,653	\$289.03	\$1,055,826.59	\$51.10	\$186,668.30	\$1,242,494.89
Cellular Meters (.625)	4,429	\$319.00	\$1,412,851.00	\$64.14	\$284,076.06	\$1,696,927.06
.75"	413	\$342.20	\$141,328.60	\$64.14	\$26,489.82	\$167,818.42
1"	82	\$405.61	\$33,260.02	\$81.53	\$6,685.46	\$39,945.48
1.5"	18	\$760.49	\$13,688.82	\$396.75	\$7,141.50	\$20,830.32
2" Static	27	\$855.61	\$23,101.47	\$396.75	\$10,712.25	\$33,813.72
3" Static	2	\$2,121.47	\$4,242.94	\$668.49	\$1,336.98	\$5,579.92
4" Static	5	\$2,651.96	\$13,259.80	\$885.88	\$4,429.40	\$17,689.20
6" Static	2	\$3,205.61	\$6,411.22	\$1,972.84	\$3,945.68	\$10,356.90
8" Static	0	\$5,434.88	\$0.00	\$2,625.01	\$0.00	\$0.00
<b>Grand Totals</b>	<b>8,631</b>		<b>\$2,703,970.46</b>		<b>\$531,485.45</b>	<b>\$3,235,455.91</b>

Difference **\$2,340,914.01**

**Table A2. Replace Meters, install MIUs, including labor for lid modification or replacement**

**ORIGINAL**

Meter Size / Type	No. Meters	Unit Meter Cost*	Unit Meter scrap Credit	Total Meter Cost less Credit	Unit MIU Cost*	Total MIU Cost	Unit Installation Cost	Total Installation Cost	Grand Total Full Replacement Cost
.625"	9,347	\$225.61	\$0.00	\$2,108,776.67	\$0.00	\$0.00	\$64.14	\$599,516.58	\$2,708,293.25
.75"	1,161	\$262.20	\$0.00	\$304,414.20	\$0.00	\$0.00	\$64.14	\$74,466.54	\$378,880.74
1"	287	\$325.61	\$0.00	\$93,450.07	\$0.00	\$0.00	\$81.53	\$23,399.11	\$116,849.18
1.5"	59	\$680.49	\$0.00	\$40,148.91	\$0.00	\$0.00	\$396.75	\$23,408.25	\$63,557.16
2" Static	135	\$775.61	\$0.00	\$104,707.35	\$0.00	\$0.00	\$396.75	\$53,561.25	\$158,268.60
3" Static	44	\$2,041.47	\$0.00	\$89,824.68	\$0.00	\$0.00	\$668.49	\$29,413.56	\$119,238.24
4" Static	9	\$2,571.96	\$0.00	\$23,147.64	\$0.00	\$0.00	\$885.88	\$7,972.92	\$31,120.56
6" Static	12	\$3,125.61	\$0.00	\$37,507.32	\$0.00	\$0.00	\$1,972.84	\$23,674.08	\$61,181.40
8" Static	15	\$5,354.88	\$0.00	\$80,323.20	\$0.00	\$0.00	\$2,625.01	\$39,375.15	\$119,698.35
<b>Totals</b>	<b>11,069</b>			<b>\$2,882,300.04</b>		<b>\$0.00</b>		<b>\$874,787.44</b>	<b>\$3,757,087.48</b>

\* Include cost of connector and antennae if needed

**CHANGE ORDER - 12/2025**

Meter Size / Type	No. Meters	Unit Meter Cost* **	Unit Meter scrap Credit	Total Meter Cost less Credit	Unit MIU Cost*	Total MIU Cost	Unit Installation Cost	Total Installation Cost	Grand Total Full Replacement Cost
.625"	10,450	\$225.61	\$0.00	\$2,357,624.50	\$0.00	\$0.00	\$64.14	\$670,263.00	\$3,027,887.50
.75"	511	\$262.20	\$0.00	\$133,984.20	\$0.00	\$0.00	\$64.14	\$32,775.54	\$166,759.74
1"	145	\$325.61	\$0.00	\$47,213.45	\$0.00	\$0.00	\$81.53	\$11,821.85	\$59,035.30
1.5"	40	\$680.49	\$0.00	\$27,219.60	\$0.00	\$0.00	\$396.75	\$15,870.00	\$43,089.60
2" Static	57	\$775.61	\$0.00	\$44,209.77	\$0.00	\$0.00	\$396.75	\$22,614.75	\$66,824.52
3" Static	7	\$2,041.47	\$0.00	\$14,290.29	\$0.00	\$0.00	\$668.49	\$4,679.43	\$18,969.72
4" Static	5	\$2,571.96	\$0.00	\$12,859.80	\$0.00	\$0.00	\$885.88	\$4,429.40	\$17,289.20
6" Static	3	\$3,125.61	\$0.00	\$9,376.83	\$0.00	\$0.00	\$1,972.84	\$5,918.52	\$15,295.35
8" Static	6	\$5,354.88	\$0.00	\$32,129.28	\$0.00	\$0.00	\$2,625.01	\$15,750.06	\$47,879.34
<b>Totals</b>	<b>11,224</b>			<b>\$2,678,907.72</b>		<b>\$0.00</b>		<b>\$784,122.55</b>	<b>\$3,463,030.27</b>

\* Include cost of connector and antennae if needed

Difference -\$294,057.21

Table A3. Replace Meters, install MIUs, including labor for lid modification or replacement

**ORIGINAL**

Lid Sizes	Quantity to be Replaced	Unit Lid Cost	Total Lid Cost	Unit Lid Scrap Credit	Total Lid Credit	Sub Total Lid Cost
DC1200 AMR LID ONLY W/ HOLE	1,500	\$12.00	\$18,000.00	\$0.00	\$0.00	\$18,000.00
D1500 LID W/ TOUCHREAD HOLE	1	\$22.67	\$22.67	\$0.00	\$0.00	\$22.67
DFW37F 17x11 MTR BOX LID ONLY	1	\$74.67	\$74.67	\$0.00	\$0.00	\$74.67
DFW39C-3A-LID BLUE TRAFFIC LID	1	\$77.34	\$77.34	\$0.00	\$0.00	\$77.34
			\$0.00	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Grand Totals</b>	<b>1,503</b>		<b>\$18,174.68</b>		<b>\$0.00</b>	<b>\$18,174.68</b>

**CHANGE ORDER - #2**

Lid Sizes	Quantity to be Replaced	Unit Lid Cost	Total Lid Cost	Unit Lid Scrap Credit	Total Lid Credit	Sub Total Lid Cost
DC1200 AMR LID ONLY W/ HOLE	1,267	\$12.00	\$15,204.00	\$0.00	\$0.00	\$15,204.00
D1200 BOX AND LID	301	\$40.00	\$12,040.00	\$0.00	\$0.00	\$12,040.00
D1500 BOX AND LID	247	\$55.00	\$13,585.00	\$0.00	\$0.00	\$13,585.00
D1500 LID W/ TOUCHREAD HOLE	839	\$22.67	\$19,020.13	\$0.00	\$0.00	\$19,020.13
DFW37F 17x11 MTR BOX LID ONLY	1	\$74.67	\$74.67	\$0.00	\$0.00	\$74.67
DFW39C-3A-LID BLUE TRAFFIC LID	5	\$77.34	\$386.70	\$0.00	\$0.00	\$386.70
DFW 1730 AMR LID	2	\$212.00	\$424.00	\$0.00	\$0.00	\$424.00
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Grand Totals</b>	<b>2,662</b>		<b>\$60,734.50</b>		<b>\$0.00</b>	<b>\$60,734.50</b>

Difference **\$42,559.82**

Table A14. Additional Services

**ORIGINAL**

Equipment Description	Quantity	Unit Cost*	Total Service Cost
Replace Meter Box Lid (Labor)	1,500	\$4.35	\$6,525.00
Drill Meter Box Lid (plastic & metal)	27,738	\$16.31	\$452,406.78
Under lid installation (thru lid installation)	1,000	\$16.31	\$16,310.00

**CHANGE ORDER - 02/2026**

Equipment Description	Quantity	Unit Cost*	Total Service Cost
Replace Meter Box Lid (Labor)	2,114	\$4.35	\$9,195.90
Replace Complete Meter Box	628	\$120.00	\$75,360.00
Drill Meter Box Lid (plastic & metal)	16,906	\$16.31	\$275,736.86
Under lid installation (thru lid installation)	0	\$16.31	\$0.00



**EXECUTIVE SUMMARY**  
**4/2/2026**

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**AGENDA SUBJECT:**

Discuss and consider action on the Second Reading of an Ordinance regarding Annexation Case A-25-0025 Alexander Tract and the adjacent ROW of CR 267 Annexation Case A-25-0026 for the voluntary annexation of 55.152 acres ± in size, more particularly described by Williamson Central Appraisal District as Parcel R032246; and the portion of the abutting right-of-way known as CR 267 and generally located west of Kauffman Loop approximately 300 feet south of Equine Road and CR 267 Leander, Williamson County, Texas.

**BACKGROUND:**

This request is the final step in the annexation process. A resolution was adopted on February 10, 2026, and commenced the voluntary annexation of 55.152 acres ±. The resolution set the public hearing for March 19, 2026, and the readings of the ordinance for March 19, 2026, and April 2, 2026. This property is subject to a development agreement between the property owner and the City that requires annexation when the land develops and is no longer used for agricultural purposes. The developer is proposing a single-family residential development including a mixture of lot sizes ranging from 50 feet to 60 feet in width.

Zoning Case Z-25-0196 is associated with this annexation. Upon completion of the annexation, the next step in the development process is to begin the subdivision process.

**APPLICANT REQUEST:**

The developer is proposing an annexation and zoning change for 55.152 acres with access off CR 267 to allow for a single-family residential development with a mixture of lot sizes. The request for annexation is needed in order to connect to City services.

**SIZE & LOCATION:**

The property is located west of CR 267, approximately 2,000 feet west of Kauffman Loop, including approximately 55.152 acres. To the north of this property is Bonnet subdivision with a mix of SFR (Single-Family Rural) and SFE (Single-Family Estate). To the east and west of this property are the Larkspur and Bar W subdivisions which are both in the ETJ and include a mix of 50 foot lots adjacent to this subdivision.



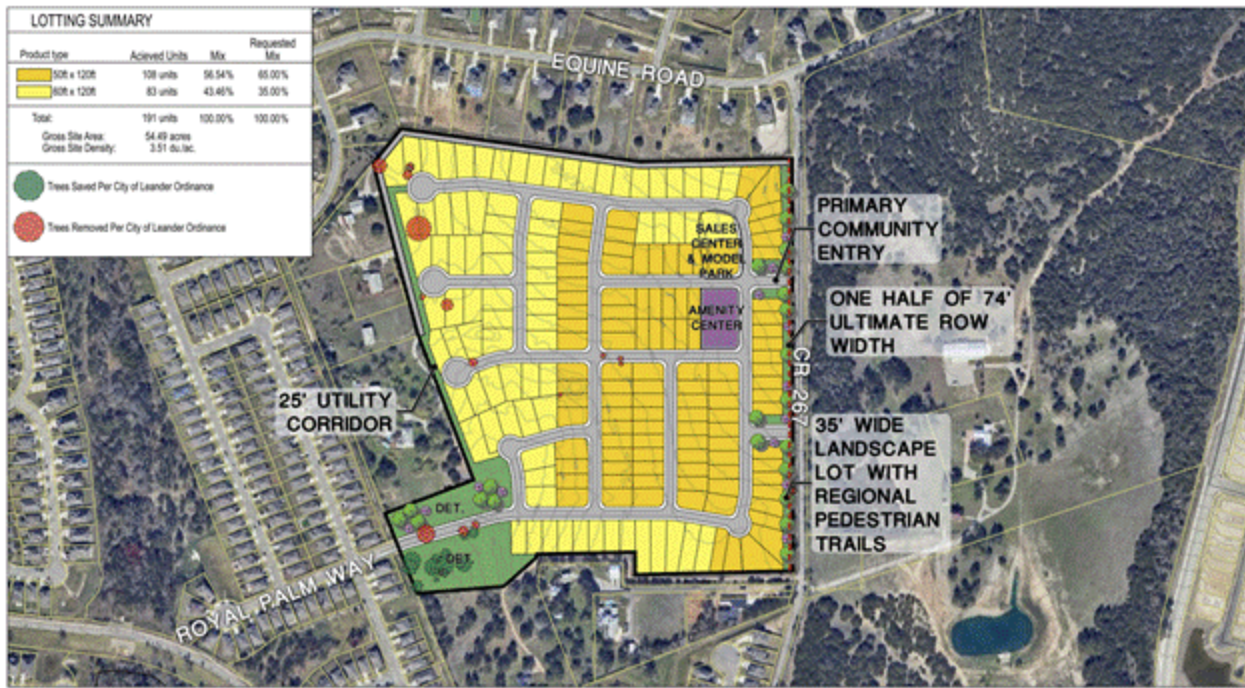
**LAND USE:**

ETJ / Interim SFR-1-B (Single-Family Rural) – Requires a one-acre lot minimum. The future land use category is Neighborhood Residential, which supports various residential lot sizes. The applicant is proposing SFU (Single-Family Urban) and SFC (Single-Family Compact) base zoning in Zoning Case Z-25-0196 which will allow for lots 50 to 60 feet in width. An amendment to the Comprehensive Plan is not required.

This property is subject to an annexation development agreement.

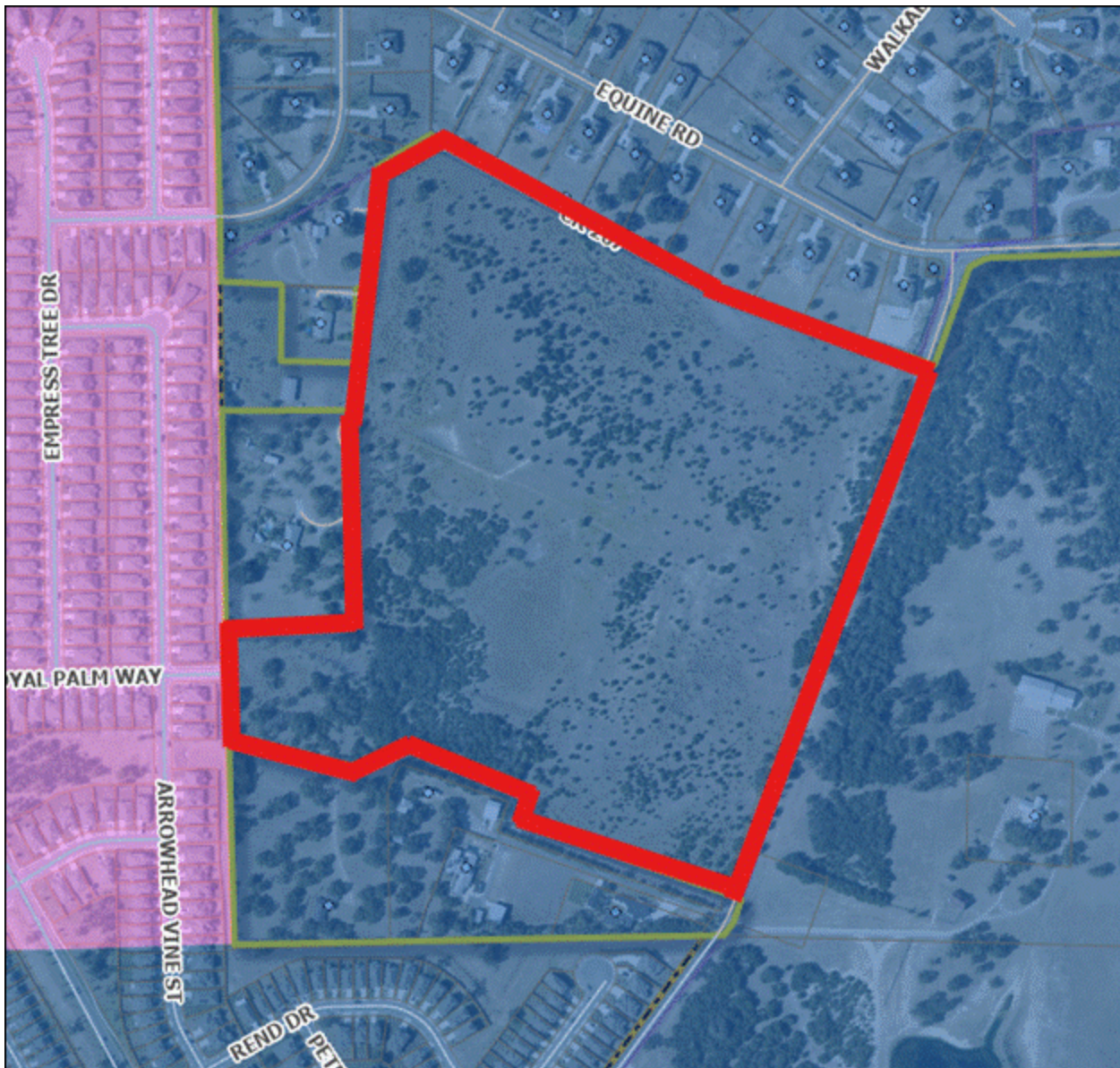
**PROPOSED LAND USE PLAN:**

- SFU (Single-Family Urban) – 83 units
- SFC (Single-Family Compact) – 108 units



**UTILITIES:**

A portion of the property is located in the Leander Water CCN and Georgetown Water CCN below. The property is not located within the Leander Wastewater CCN. The proposal includes extending the city’s water system and wastewater for the individual lots.



**ROAD NETWORK:**

This proposal will include a series of internal roads to serve the neighborhood. The developer is currently proposing public streets. CR 267 is a substandard road that is in poor condition. It is currently maintained by Williamson County. The developer will need to complete a traffic study, make some improvements to the road and the extent of the improvements will be determined at the development stage.

The adjacent portion of CR 267 will need to be annexed as part of this request. The future access points have not been finalized but will be evaluated at the subdivision stage.

With the number of single-family homes proposed, the development will be required to have a secondary access road or the homes would have to be equipped with residential fire sprinkler systems as required by the fire code.

**PARKLAND :**

The developer would be subject to the current parkland dedication requirements. The Parks Master Plan does not include a trail network at this location.

**PUBLIC SAFETY/EMERGENCY SERVICES:**

This property is located in Williamson County ESD #4. Typically, when a property is annexed, the property is removed from the ESD (Emergency Services District). Upon annexation, this property will be served by the City of Leander Police and Fire Departments. This property is surrounded by property within the City Limits to the north and south; this annexation would not extend the service area for emergency services, but there may be an increase in calls with the addition of more houses.

**ADDITIONAL CONSIDERATIONS:**

**Relating to annexing the property**

This development will provide housing opportunities to citizens of Leander and would bring high-quality residential housing to the area.

The City would collect property taxes and utility billing-related revenues.

The City would have to provide traffic enforcement and maintenance of all public roadways, public parkland, water-related infrastructure, and other routine city-related services.

The City would need to annex CR 267 and take on its maintenance. (The County is starting a road rehabilitation project to improve the condition of CR 267.)

**Relating to not annexing the property**

Land-use controls will not apply. The City will not be able to limit lot size or land use, but the developer can have access to the water since the property is within city Water CCN.

The City would not be able to collect property taxes but would collect utility billing-related revenues at the out-of-city rate.

The City would not have to provide police-related services, code enforcement, roadway maintenance, or other routine city-related services, but would continue to provide existing levels of mutual aid-related fire services.

The property owner could request to release the property from the city's Extra Territorial Jurisdiction (ETJ).

**HISTORY/TIMELINE:**

- 02/10/2026 – Resolution Adopted
- 02/12/2026 – Planning & Zoning Commission, Zoning Public Hearing
- 02/26/2026 – Planning & Zoning Commission, Zoning Approved
- 03/19/2026 - City Council, 2nd Public Hearing & 1st Reading of the Ordinance

**APPLICANT/AGENT:**

SEC Planning LLC (Elizabeth Espinoza) on behalf of Cheryl Cervenka, Mark Alexander, Bridget Gibson

**RECOMMENDATION:**

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

1. Approve the proposed Annexation; or
2. Deny the proposed Annexation.

Staff recommends Option 1 listed above – approve the Annexation. Staff made this recommendation based on the review and evaluation of the potential impact this annexation request would have on City services and infrastructure.

The next item on the agenda is the zoning case associated with this development. Action on this item does not approve the zoning.

The City Council approved the annexation during the March 19, 2026 meeting with a 6 to 1 vote.

**PRESENTER:**

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

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**Fiscal Impact**

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**Attachments:**

1. A-25-0025 Att 1 Alexander Tract - Ordinance
2. A-25-0026 Att 2 Alexander Tract ROW - Ordinance
3. A-25-0025 & A-25-0026 Att 3 Alexander Tract - Location Map

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF LEANDER, TEXAS ANNEXING 55.152 ACRES OF LAND, MORE OR LESS, LOCATED IN WILLIAMSON COUNTY, TEXAS, INTO THE CORPORATE LIMITS OF THE CITY OF LEANDER, TEXAS, AT THE REQUEST OF THE PROPERTY OWNER; APPROVING AN AGREEMENT FOR THE PROVISION OF SERVICES FOR THE ANNEXED AREA; MAKING FINDINGS OF FACT; PROVIDING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING FOR OPEN MEETINGS AND OTHER RELATED MATTERS.**

**WHEREAS**, the City of Leander, Texas, is a home-rule municipality authorized by State law to annex territory lying adjacent and contiguous to the City;

**WHEREAS**, the owners of the property, as described herein, have made written request for the City to annex such property in compliance with the *Tex. Loc. Gov't. Code*;

**WHEREAS**, the property is adjacent and contiguous to the present city limits;

**WHEREAS**, the City Council heard and has decided to grant the owners' request that the City annex said property;

**WHEREAS**, a public hearing was conducted prior to consideration of this Ordinance in accordance with §43.0673 of the *Tex. Loc. Gov't. Code*;

**WHEREAS**, notice of the public hearing was published not more than twenty (20) nor less than ten (10) days prior to the public hearing;

**WHEREAS**, the City intends to provide services to the property to be annexed according to the agreement for the provision of services attached hereto as **Exhibit A**.

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

**SECTION 1.** That all of the above premises and findings of fact are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

**SECTION 2.** All portions of the property described in **Exhibit B**, attached hereto and incorporated by reference herein for all purposes (hereinafter referred to as the "Annexed Property"), not previously annexed into the City, are hereby annexed into the corporate limits of the City of Leander:

**SECTION 3.** That the provision of services agreement submitted herewith is hereby approved as part of this Ordinance, made a part hereof and attached hereto as **Exhibit A**.

**SECTION 4.** That the future owners and inhabitants of the Annexed Property shall be entitled to all of the rights and privileges of the City as set forth in the provisions of the services agreement attached hereto as **Exhibit A**, and are further bound by all acts, ordinances, and all other legal action now in full force and effect and all those which may be hereafter adopted.

**SECTION 5.** That the official map and boundaries of the City, heretofore adopted and amended be and hereby

are amended so as to include the Annexed Property as part of the City of Leander.

**SECTION 6.** That the Annexed Property shall be temporarily zoned District “SFR-1-B” as provided in the City Zoning Ordinance, as amended, until permanent zoning is established, therefore.

**SECTION 7.** That if any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

**SECTION 8.** That this Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the *Tex. Loc. Gov’t. Code*.

**SECTION 9.** 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, Tex. Gov’t. Code*.

**PASSED AND APPROVED** on First Reading this 19<sup>th</sup> day of March, 2026.

**FINALLY PASSED AND APPROVED** on this 2<sup>nd</sup> day of April, 2026.

**ATTEST:**

**CITY OF LEANDER, TEXAS**

\_\_\_\_\_  
Dara Crabtree, City Secretary

\_\_\_\_\_  
Na’Cole Thompson, Mayor

**Exhibit A**

**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 Mark Alexander, Bridget Gibson, and Cheryl Cervenka (collectively, the “Landowners”). The City and the Landowners may be referred to herein singularly as “Party” or collectively as the “Parties.”

**RECITALS**

**WHEREAS**, upon the request of the Landowners, 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 Landowners 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 Landowners 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 Landowners.

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 Landowners 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 Landowners 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 Landowners 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.

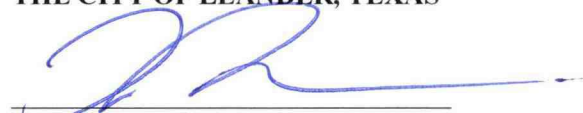
- (4) **Term.** If not previously expired, this agreement expires at the end of ten (10) years.
- (5) **Property Description.** The legal description of the Subject Property is as set forth in the Annexation Ordinance and exhibits attached to the Annexation Ordinance to which this Agreement is attached.
- (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 10<sup>th</sup> day of February, 2024.

ATTEST:

  
Dara Crabtree, City Secretary

THE CITY OF LEANDER, TEXAS

  
Todd Parton, City Manager







**Exhibit B**

**PROPERTY DESCRIPTION  
[SEE ATTACHED]**



**AN ORDINANCE OF THE CITY OF LEANDER, TEXAS**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF LEANDER, TEXAS, ANNEXING A PORTION OF COUNTY ROAD 267 LOCATED IN AND OWNED AND MAINTAINED BY WILLIAMSON COUNTY, TEXAS; MAKING FINDINGS OF FACT; PROVIDING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING FOR OPEN MEETINGS AND OTHER RELATED MATTERS.**

**WHEREAS**, the City of Leander, Texas, is a home-rule municipality authorized by Texas Local Government Code § 43.1055 to annex right of way that is contiguous to the City’s boundary or to an area being simultaneously annexed after providing notice to the owner of the right of way of the intent to annex right of way and allowing the owner of the right of way 61 days to provide written objection to the proposed right of way; and

**WHEREAS**, the City of Leander has provided notice to the owner of the right of way of the intended annexation of a portion of Nameless Road and 61 days have elapsed without objection from the owner of the right of way; and

**WHEREAS**, the property is contiguous to the present city boundary or to an area being simultaneously annexed by the City of Leander.

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

**SECTION 1.** That all of the above premises and findings of fact are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

**SECTION 2.** That certain portion of County Road 267 described and depicted in **Exhibit A** attached hereto and incorporated by reference herein for all purposes is hereby annexed into the corporate boundaries of the City of Leander, Texas.

**SECTION 4.** That the official map and boundary of the City, heretofore adopted and amended be and hereby are amended so as to include the annexed right of way as part of the City of Leander.

**SECTION 5.** That if any provision of this Ordinance or the application of any provision to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

**SECTION 6.** That this Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the *Tex. Loc. Gov’t. Code*.

**SECTION 7.** 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, Tex. Gov’t. Code*.

**PASSED AND APPROVED** on First Reading this 19<sup>th</sup> day of March, 2026.

**FINALLY PASSED AND APPROVED** on this 2<sup>nd</sup> day of April, 2026.

**ATTEST:**

**CITY OF LEANDER, TEXAS**

---

Dara Crabtree, City Secretary

---

Na'Cole Thompson, Mayor

**Exhibit A**

Being all that right of way to the east and contiguous to the Tract labeled, "55.094 acres," on the attached survey and beginning at a capped ½ inch iron rod stamped "CBD SETSTONE" at the northeast corner of a called 55.152 acre tract of land conveyed to Mark Alexander, et al. by general warranty deed with life estate reservation recorded in Document Number 2013017775, Official Public Records, Williamson County, Texas, and affidavit regarding fact of death and expiration of a life estate reserved in a general warranty deed recorded in 2024057632, Official Public Records, Williamson County, Texas, Thence S00°38'50"E with the common line of said 55.152 acre tract of land a distance of 1,607.69 feet to a ½ inch iron rod found with illegible cap at the southeast corner of said 55.152 acre tract, being at the northeast corner of a called 0.82 acre tract conveyed to Victor E. and Cathy Jayne Landig by deed recorded in Document Number 2006029147, Official Public Records, Williamson County, Texas.





**EXECUTIVE SUMMARY**  
**4/2/2026**

---

**AGENDA SUBJECT:**

Discuss and consider action on the Second Reading of an Ordinance regarding Zoning Case Z-25-0196 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to SFU-2-A (Single-Family Urban) and SFC-2-A (Single-Family Compact) on one (1) parcel of land 55.152 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R032246; and generally located west of Kauffman Loop approximately 300 feet south of Equine Road and CR 267, Leander, Williamson County, Texas.

**BACKGROUND:**

This request is the final step in the zoning process. The applicant has submitted a petition for annexation which will be heard by City Council concurrently with the zoning change request. The annexation would need to be approved prior to the zoning change being approved. This request would change the designated zoning district of the property for the development of a single-family residential subdivision with a mixture of lot sizes ranging from 60 feet to 50 feet in width. The proposal complies with the Comprehensive Plan and is appropriate for properties located in the Neighborhood Residential land use category as identified by the Future Land Use Map. However, the current water resolution prioritizes low-density residential rezonings. The requested SFU (Single-Family Urban - 60' lots) and SFC (Single-Family Compact - 50' lots) use components would be considered higher density and not supported by the water resolution.

During the Planning & Zoning Commission meeting on February 12, 2026, the Commission delayed action on the case to allow for the applicant to work with staff on an amendment to the request to reduce the proposed density. The applicant was amenable to removing the SFL-2-A (Single-Family Limited - 35' lots) zoning district from the zoning request and reconfiguring the proposed layout to better accommodate a buffer between the smaller lots and larger lots. The proposed layout was revised from 61 SFL lots, 89 SFC lots, and 54 SFU lots totaling 204 units to now include 108 SFC lots and 83 SFU lots totaling 191 units.

**WATER CONSERVATION REQUIREMENTS:**

The Composite Zoning Ordinance currently limits turfgrass to 50% of residential lots with additional limits such as no turfgrass in strips less than six feet in width. Up to half of the lot may consist of non-plant material such as mulch or crushed granite. The landscape areas shall include native and adaptive plants which are typically drought tolerant. Home Builders are required to provide WaterWise landscaping options to home buyers which include proper soil preparation, practical turfgrass selection of drought-tolerant species, avoiding invasive plants, and efficient irrigation systems, among others.

In addition, the Subdivision Ordinance requires a phasing plan when there are over 30 residential lots in the subdivision to analyze the timing, number of lots, and infrastructure to be completed of each phase. Additional water conservation tools include irrigation systems with rain sensors, minimizing overspray, and rainwater harvesting. The City sponsors a rain barrel program at least once a year that allows residents to purchase them at a discounted price.

**GENERAL INFORMATION:**

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

Proposed Zoning: SFU-2-A (Single-Family Urban)  
SFC-2-A (Single-Family Compact)

Size and Location: The property is located south of the Bonnet subdivision on the west side of CR 267, including approximately 55.152 acres.

Surrounding Area: To the north of this property is the Bonnet subdivision with a mix of SFR (Single-Family Rural) and SFE (Single-Family Estate) zoned lots. To the west of this property is the Larkspur subdivision, which is outside the City limits and the ETJ and to the east of this property is the Bar W. Ranch subdivision which is outside the City limits, but within the ETJ. Both of these subdivisions include a mix of lot sizes generally around 50 foot with Bar W. Ranch also allowing 45 foot lots.

### **PROPOSED ZONING DISTRICT:**

#### **USE COMPONENT**

##### **SFU – SINGLE FAMILY URBAN:**

*Features:* 7,200 square feet lot min.; 1,200 square feet living area min.

*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 are 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 size 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 living area min.

*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 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 20% of primary building or 120 square feet; accessory dwellings for SFR, SFE and SFS.

*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) This component is intended to be utilized for buildings requiring heights greater than those provided in other architectural components.
- (4) 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**

- Guide future growth and development following the comprehensive plan to achieve a more balanced, diverse economy.
- Encourage a variety of market-driven housing types.

#### **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 curb and gutter, sidewalks, consistent speeds and highly accessible driveways. Strategically located parks are essential and in some cases a school or other institutional use is integrated or in close proximity.

Some neighborhood-serving retail and office uses are permitted in these areas with highly-restrictive use, site and design requirements. These type 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.

### **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 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.

A neighborhood outreach was conducted via mailed and hand-delivered letters the week of September 29, 2025. Below is a list of comments/concerns that were discussed during the meeting:

- Traffic impacts along County Road 267
- Road Improvements along County Road 267

The following changes were made to address issues discussed.

- Applicant noted they are open to sharing the Traffic Impact Analysis report once it has been finalized. They are currently in communication with the County regarding the roadway improvements.

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

**HISTORY/TIMELINE:**

02/10/2026 – Annexation Resolution

02/12/2026 – Planning & Zoning, 1<sup>st</sup> Public Hearing

02/26/2026 – Planning & Zoning, Approved

03/19/2026 – City Council, 2<sup>nd</sup> Public Hearing & 1<sup>st</sup> Reading of the Ordinance

**APPLICANT/AGENT:**

SEC Planning LLC (Elizabeth Espinoza) on behalf of Cheryl Cervenka, Mark Alexander, and Bridget Gibson.

**RECOMMENDATION:**

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

1. Approve the proposed zoning request;
2. Deny the proposed zoning request; or
3. Approve an alternative request which would modify the use components to comply with the current water resolution. This would alter the zoning districts to SFR (Single-Family Rural), SFE (Single-Family Estate), and/or SFS (Single-Family Suburban).

If the Council determines that this development is unique and beneficial to the city, Staff recommends Option 1 listed above – approve the proposed zoning request. Staff made this recommendation based on the compatibility with the adjacent land uses and the smaller lots adjacent to CR 267 acting as a transition to the larger lots to the north. The Comprehensive Plan had identified this area as being residential and this request would comply with the future land use map.

During the February 12, 2026 meeting, the Planning & Zoning Commission postponed action on the request until the February 26, 2026 meeting in order for the applicant to reconsider the request to remove the Single-Family Limited.

During the meeting of February 26, 2026, the Planning & Zoning Commission recommended approval of the updated request to include SFU-2-A (Single-Family Urban) and SFC-2-A (Single-Family Compact).

The City Council approved the zoning request during the March 19, 2026 meeting with a 4 to 3 vote.

**PRESENTER:**

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

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**Attachments:**

1. Z-25-0196 Att 1 Letter of Intent - Alexander Tract
2. Z-25-0196 Att 2 Current Zoning - Alexander Tract
3. Z-25-0196 Att 3 FLU Map - Alexander Tract
4. Z-25-0196 Att 4 Public Notification - Alexander Tract
5. Z-25-0196 Att 5 Proposed Zoning - Alexander Tract

6. Z-25-0196 Att 6 Aerial Image
7. Z-25-0196 Att 7 Utilities Map - Alexander Tract
8. Z-25-0196 Att 8 Neighborhood Outreach
9. Z-25-0196 Att 9 Ordinance - Alexandar Tract



February 17, 2026

City of Leander Planning Department  
104 North Brushy Street  
PO Box 319  
Leander, Texas 78646-0319

Re: Alexander Tract Re-Zoning Application Letter of Intent

**Property Owner(s):** Mark Alexander, Bridget Gibson, and Cheryl Cervenka  
**Address:** CR 267, GEORGETOWN, TEXAS 78628  
**Property ID number:** R032246

Please find attached an application for a Re-Zoning submittal for the Alexander Tract, generally located on the west right-of-way of County Road 267 south of the intersection with Equine Road in the City of Leander's ETJ. The property is located on one tract of land at CR 267, GEORGETOWN, TEXAS 78628. The land use indicated on the City Future Land Use Map is *Neighborhood Residential*.

The property is currently open grassland with mild to moderate topographic slope generally towards the south.

The existing zoning category for the Tract is *Future Annexation Development Agreement*. A zoning change is being proposed to allow for residential development consistent with others in the area facing a major thoroughfare through the city.

Based on feedback received by the Planning and Zoning Commission on February 12<sup>th</sup>, 2026, the Applicant has revised the proposed rezoning request. The Applicant is currently requesting to change the city base zoning district to SFU-2-A – Single Family Suburban, and SFC-2-A – Single Family Compact.



Thank you for considering this new Leander development.

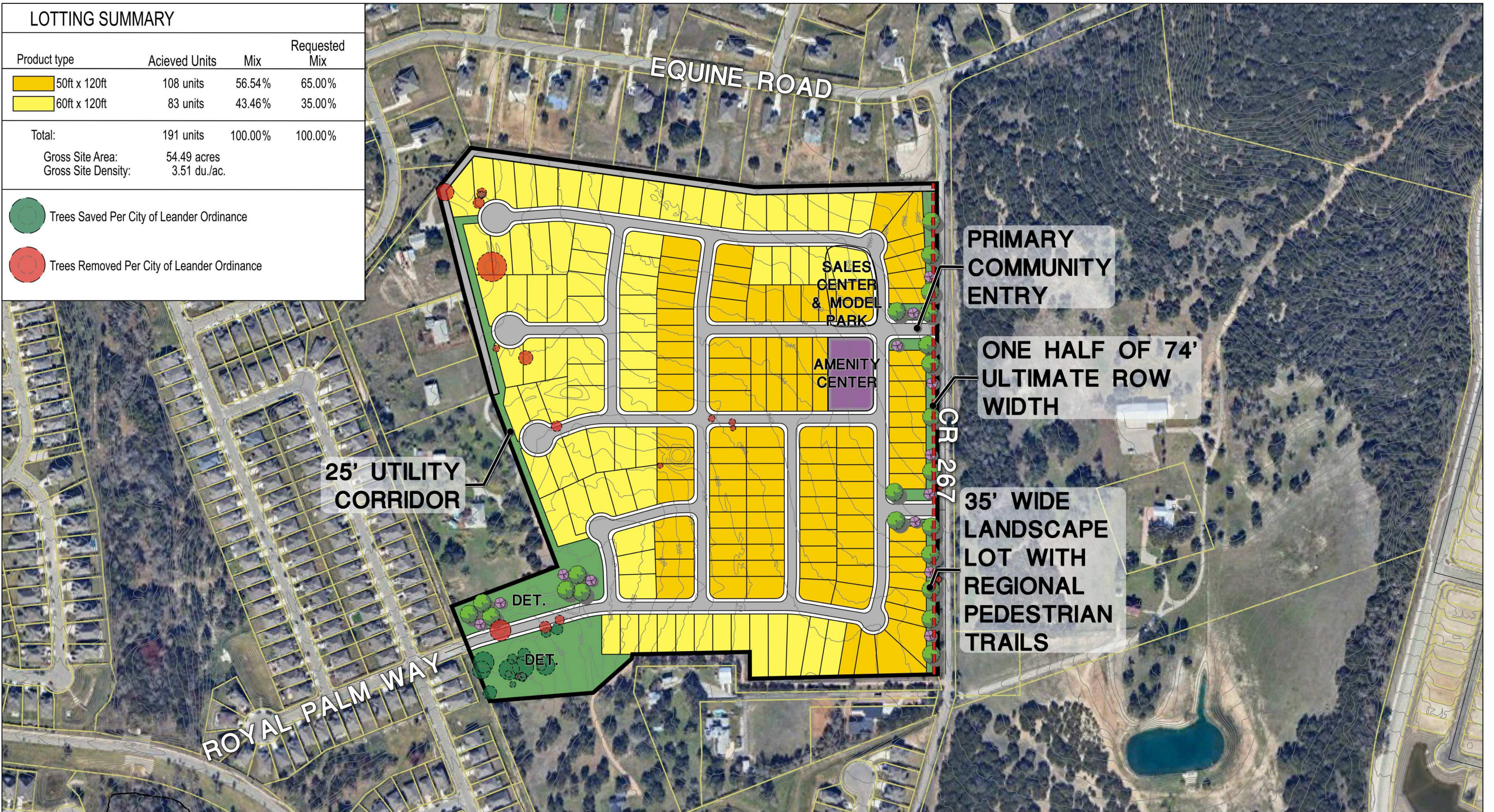
Sincerely,

Peter Verdicchio, PLA  
Principal

# LOTING SUMMARY

Product type	Acieved Units	Mix	Requested Mix
50ft x 120ft	108 units	56.54%	65.00%
60ft x 120ft	83 units	43.46%	35.00%
<b>Total:</b>	<b>191 units</b>	<b>100.00%</b>	<b>100.00%</b>
Gross Site Area:	54.49 acres		
Gross Site Density:	3.51 du./ac.		



 Trees Saved Per City of Leander Ordinance  
 Trees Removed Per City of Leander Ordinance



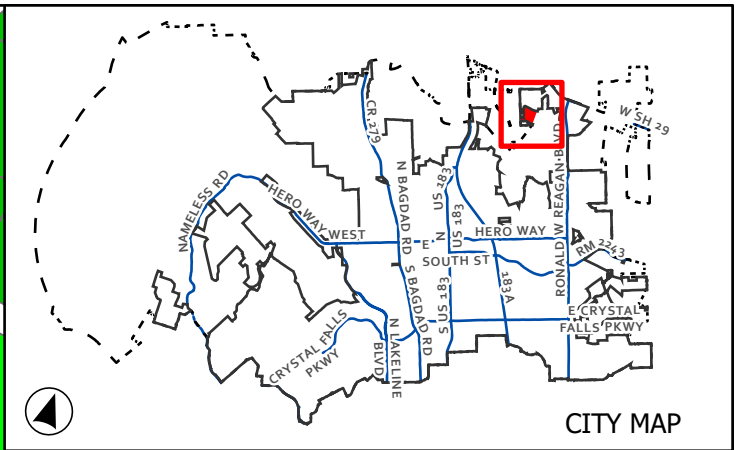
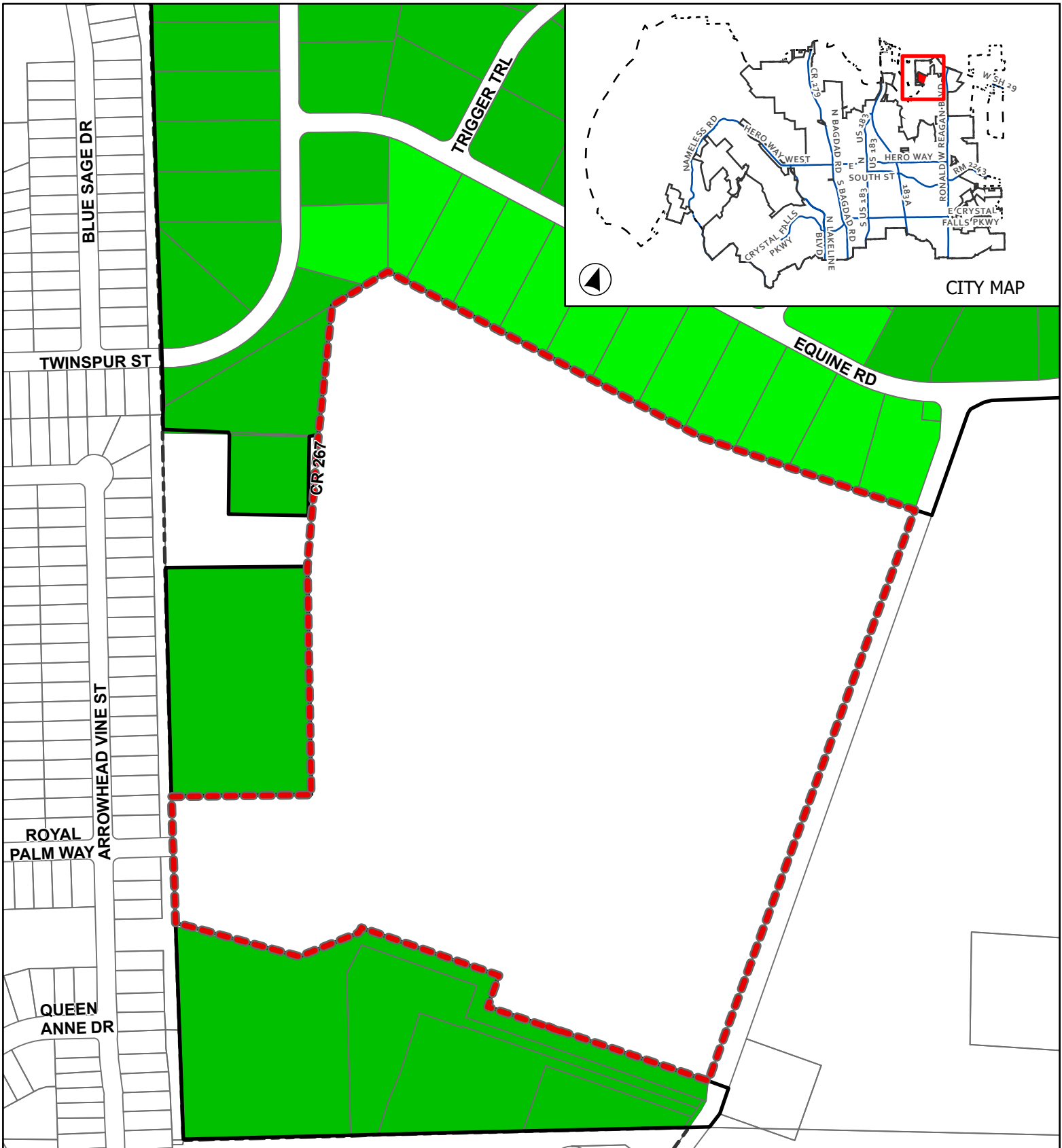
Topographical Data Source: CBD  
 Parcel Data Source: CBD  
 Contour Interval: 2'


**SEC Planning, LLC**  
 Land Planning    Landscape Architecture  
 Community Branding  
 AUSTIN, TEXAS  
 t 512.246.7003  
 www.secplanning.com    info@secplanning.com

**LOTING PLAN G**  
**ALEXANDER TRACT**  
**PulteGroup, Inc.**  
 LEANDER, TEXAS


  
 Scale: 1" = 300'  
 Date: February 16, 2025

SHEET FILE: M:\250114-PUTX\Cadfiles\PLANNING\Lotting\Lotting G.dwg  
 Base mapping compiled from best available information. All map data should be considered as preliminary, in need of verification, and subject to change. This land plan is conceptual in nature and does not represent any regulatory approval. Plan is subject to change.



CITY MAP

CASE: Z-25-0196

ATTACHMENT 2

ALEXANDER TRACT

Current Zoning



0 280 560



Feet

City Limits

ETJ

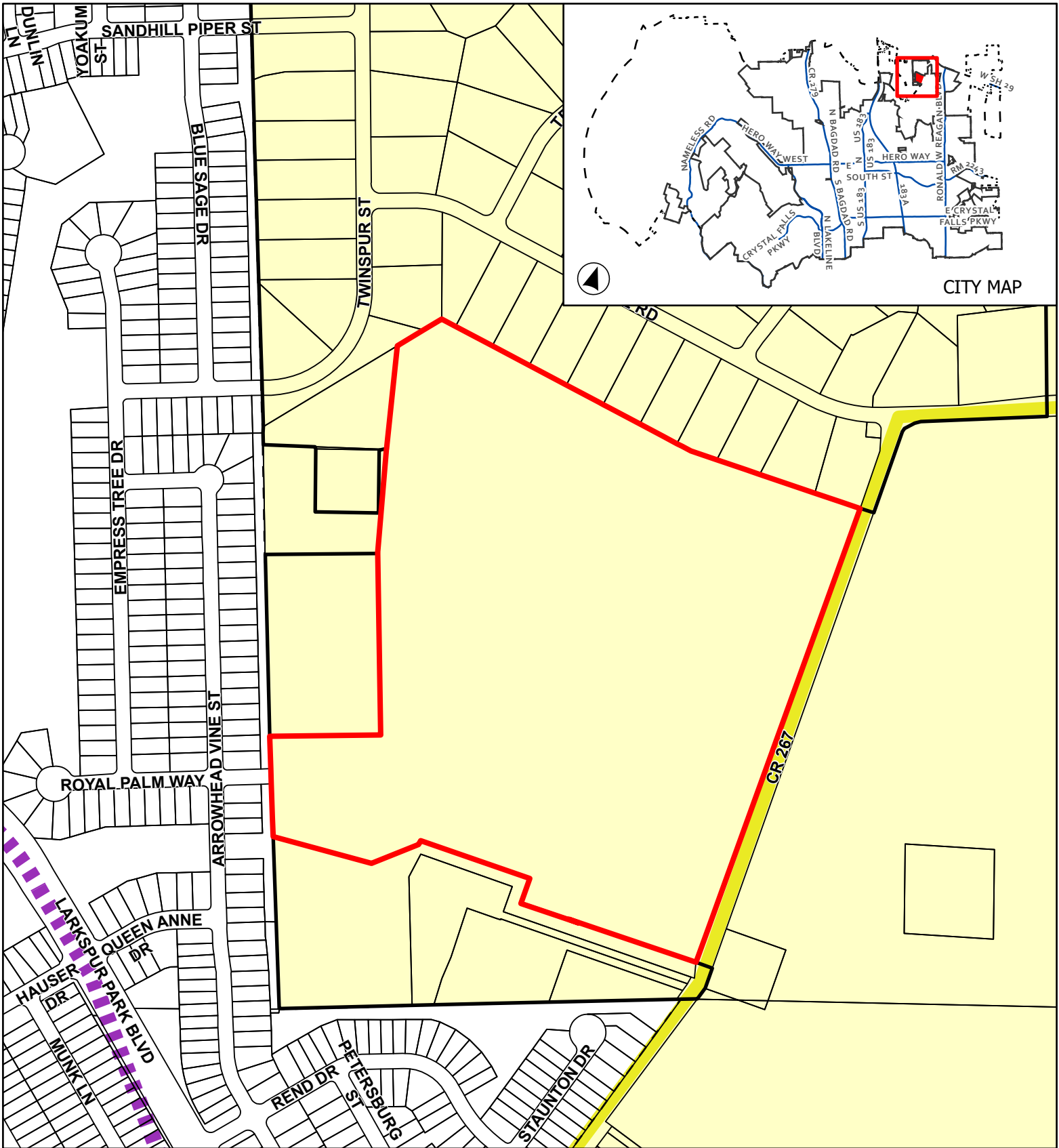
Current Zoning

SFR - Single-Family Rural

SFE - Single-Family Estate

Subject Boundary

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.



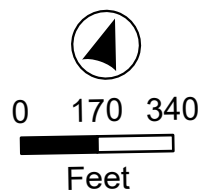
CASE: Z-25-0196

ATTACHMENT 3

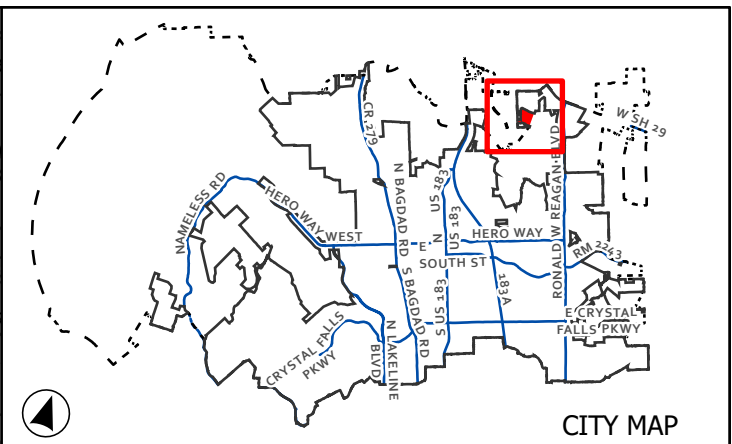
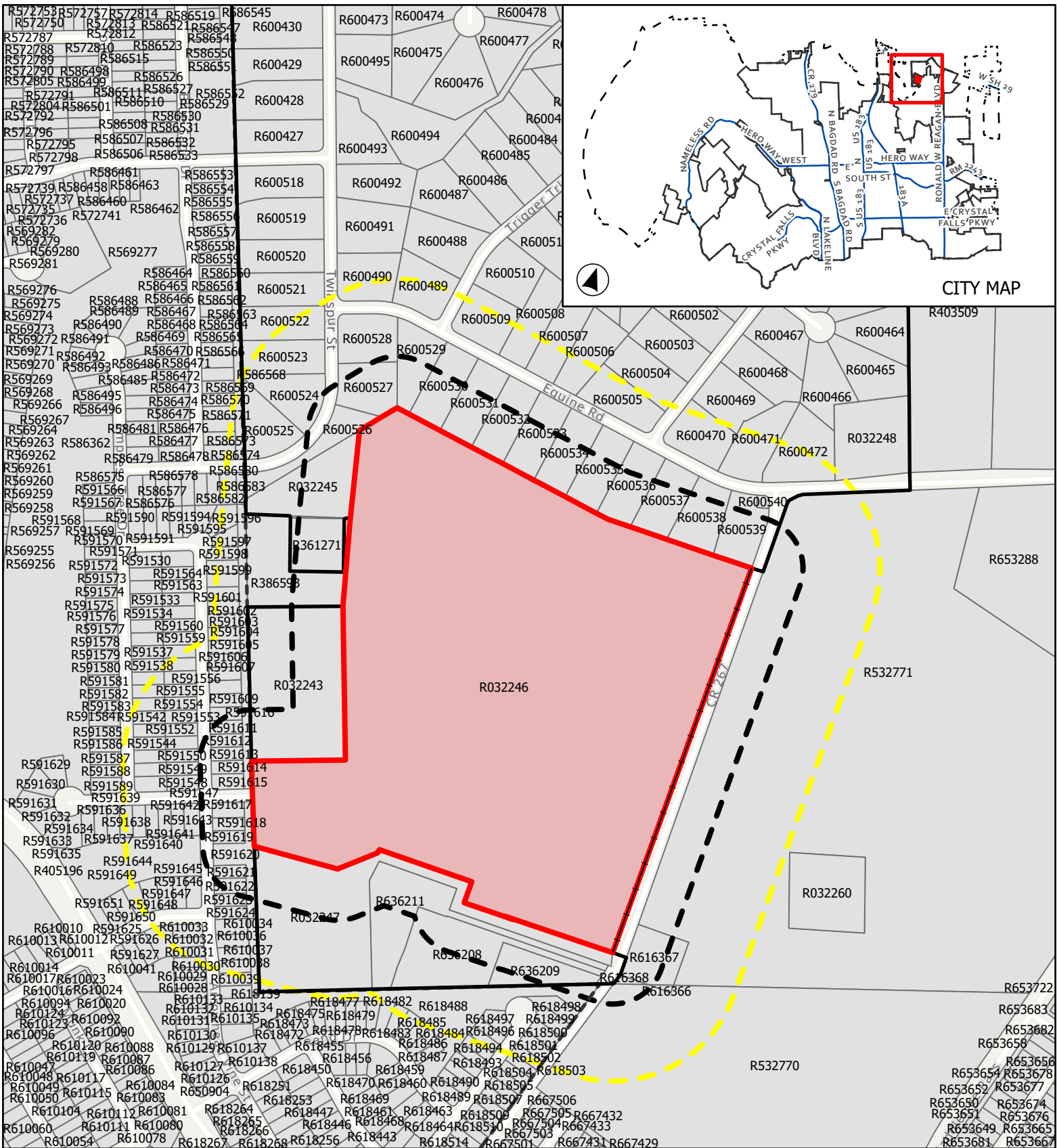
ALEXANDER TRACT

### Future Land Use Map

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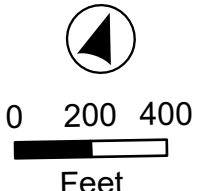
- ETJ Boundary
- Leander City Limits
- Collector, Existing
- Arterial 4 Lane, Proposed
- Neighborhood Residential
- Activity Center
- Subject Boundary



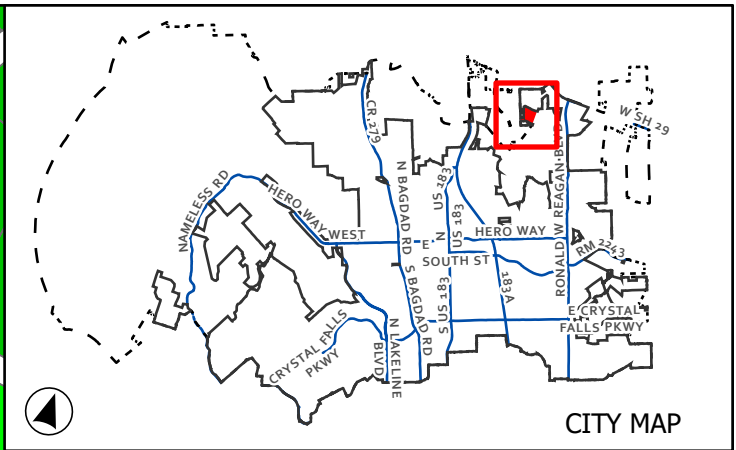
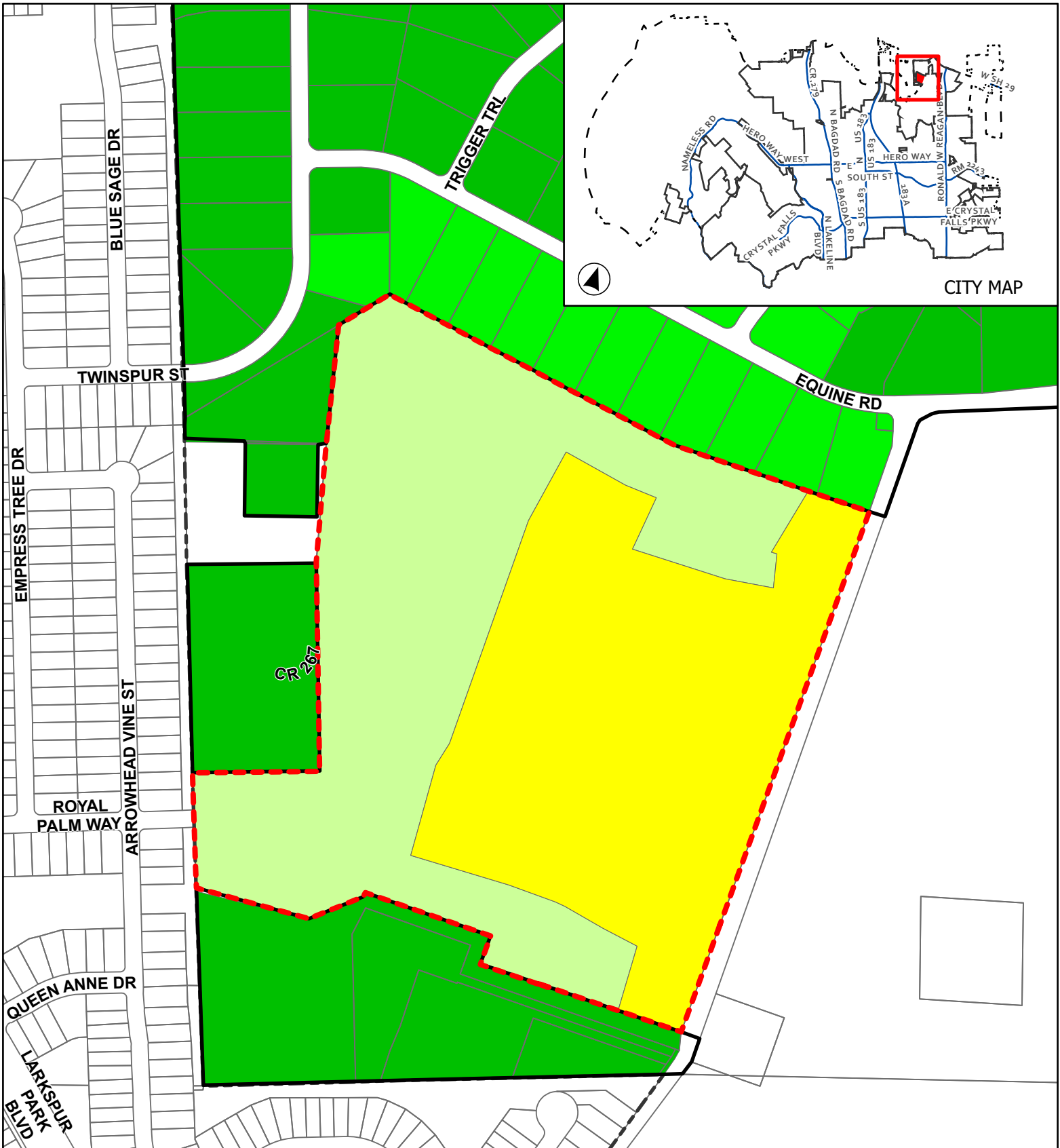
**CASE: Z-25-0196** **ATTACHMENT 4** **ALEXANDER TRACT**

**Public Notification**

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- City Limits
- ETJ
- 500'
- Subject Boundary
- 200'
- Railroad



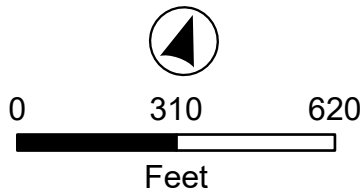
CASE: Z-25-0196

ATTACHMENT 5

ALEXANDER TRACT

### Proposed Zoning

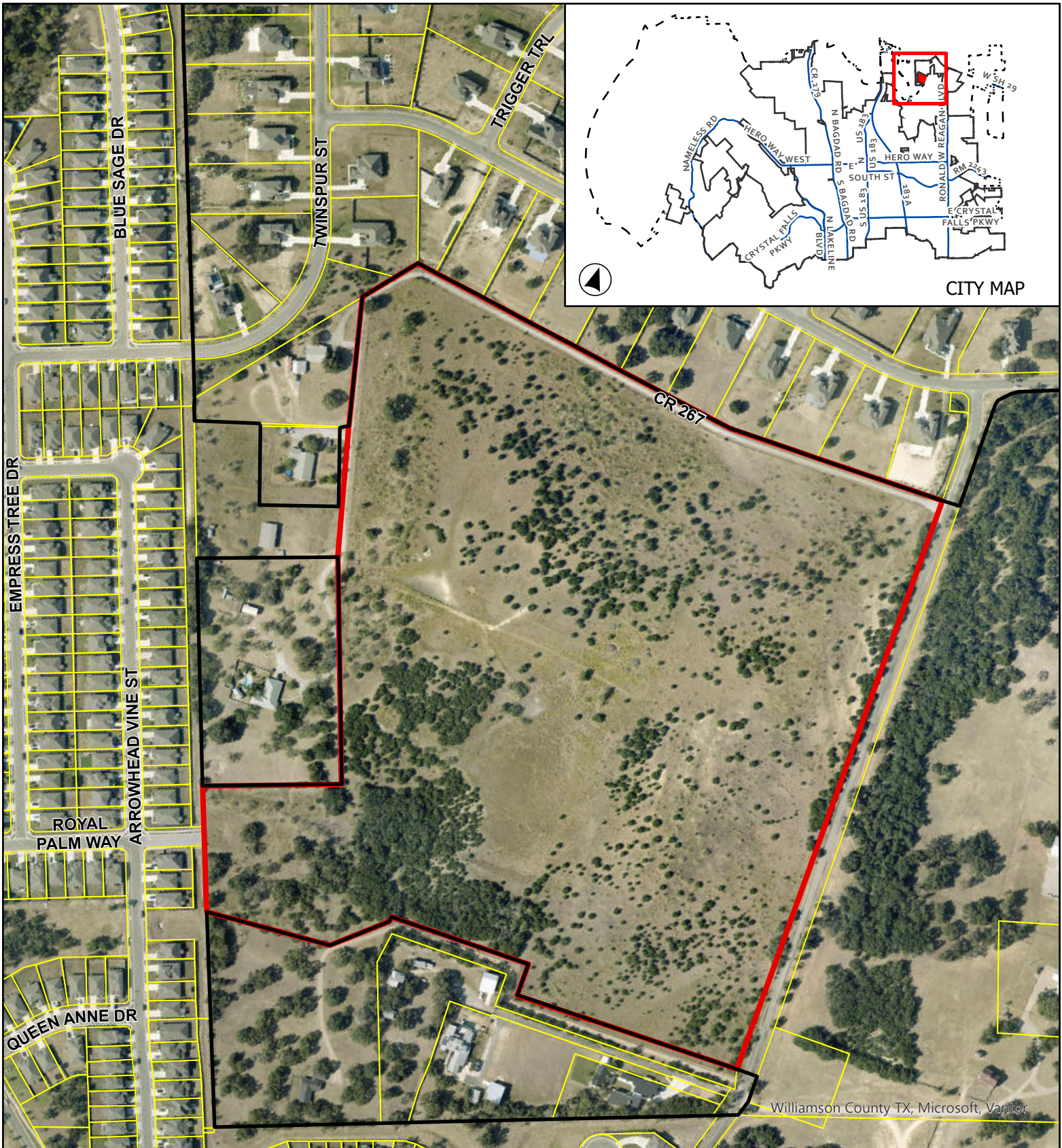
This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the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



### Proposed Zoning

- SFR - Single-Family Rural
- SFE - Single-Family Estate
- SFU - Single-Family Urban
- SFC - Single-Family Compact

- City Limits
- ETJ
- Subject Boundary



CASE: Z-25-0196

ATTACHMENT 6

ALEXANDER TRACT

### 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.

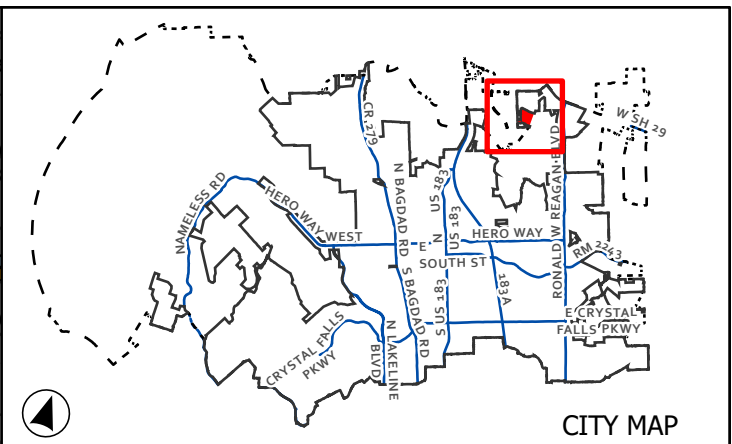
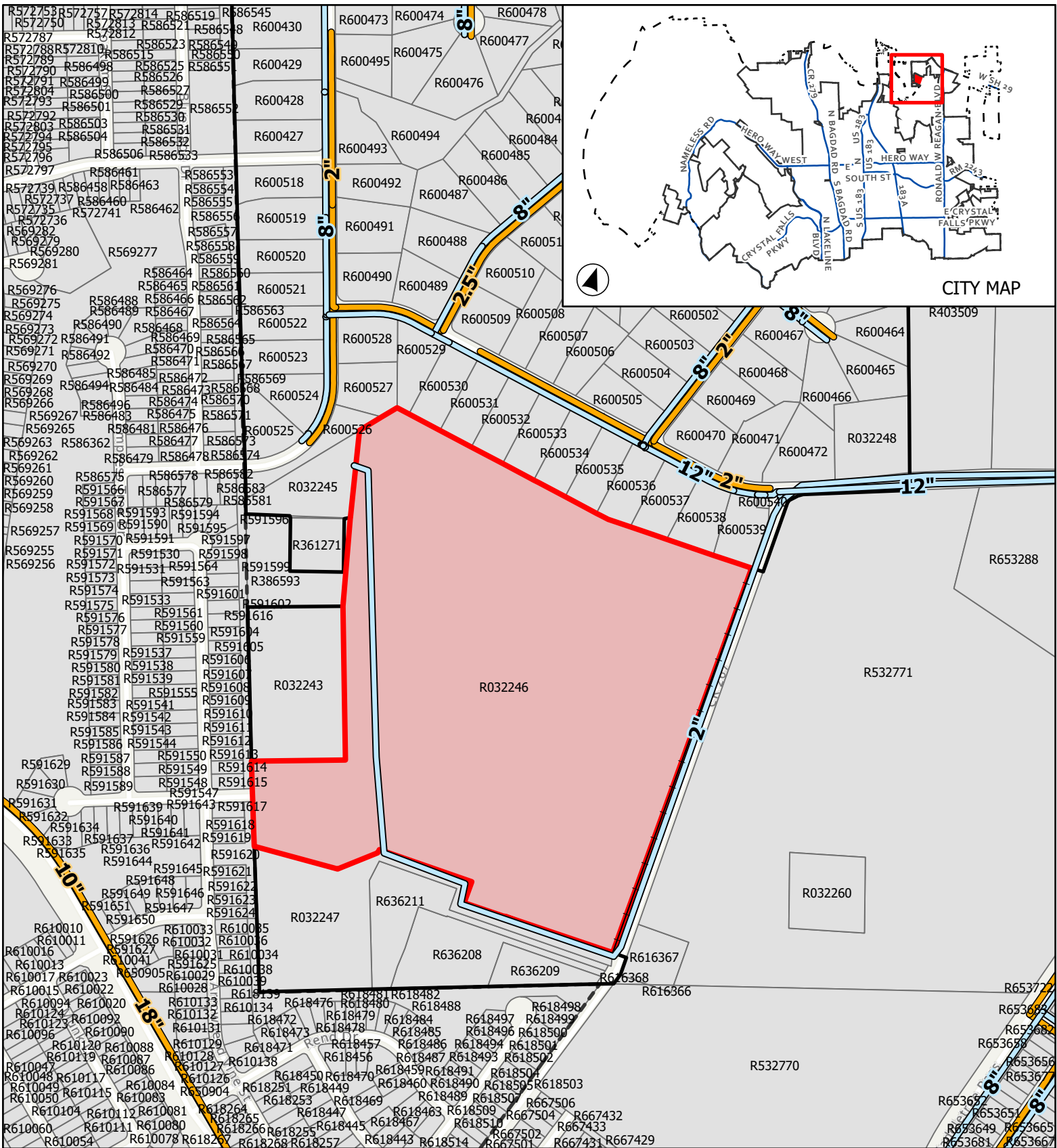


0 137.5 275



Feet

-  Leander City Limits
-  Subject Boundary
-  Williamson County Parcels

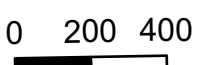


CASE: Z-25-0196 ATTACHMENT 7 ALEXANDER TRACT

### Utilities Map



- City Limits
- Subject Boundary
- Waste Water Line
- Water Main Line
- ETJ
- Railroad



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**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.

Letters were sent to the property owners within 500' the week of 09/29/2025, see attached for letter and list of property owners. Additionally, Pulte hand-delivered notices to the mailboxes of all adjacent properties not part of the Larkspur or Bonet HOAs. Pulte will present the proposed project and answer questions at the scheduled meeting on September 30th at 6:00 p.m.

- 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.

PROPERTY OWNERS, SEE ATTACHED NAMES AND ADDRESSES AS WELL AS THE LARKSPUR HOA

- 3. What concerns were raised during these communications?

NO RESPONSES TO DATE

[Update - 10/2025 Traffic & more information on traffic / road improvements](#)

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

NONE TO DATE

[Update - 10/2025 Response to concerns - Open to sharing TIA report once finalized. We are in communication with the County about their road improvement efforts for CR 267.](#)

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

Signature: 

Date 10/23/2025

Updated 1/28/2026



September 29, 2025

Re: Alexander Tracts Zoning Change Introduction

Hello Neighbors!

As part of an application to the City of Leander, please find attached information pertaining to a Zoning Change submittal for the Property located on the west right-of-way of County Road 267 south of the intersection with Equine Road in the City of Leander's ETJ. The property is located on one tract of land at CR 267, Georgetown, Texas 78628. PulteGroup, Inc. appreciates your review and consideration in supporting their effort to convert the property to SFU-Single Family Urban, SFC-Single Family Compact, and SFL-Single Family Limited and develop high-quality residential consistent with other development in the surrounding area.

The Property is currently located within the City of Leander's ETJ and is designated as "*Future Annexation Development Agreement*". The Future Land Use Plan identifies the Property as "*Neighborhood Residential*" which is intended to provide opportunity for a variety of single-family dwellings. The Applicant intends to develop a residential project on the Property and seeks to rezone the property to SFU-Single Family Urban, SFC-Single Family Compact, and SFL-Single Family Limited. The rezoning request is for straight zoning, offering the Applicant the zoning standards to develop a high-quality residential development. Rezoning to SFU-Single Family Urban, SFC-Single Family Compact, and SFL-Single Family Limited will offer residential development consistent with the residential developments along CR 267.

Additionally, the preliminary property design includes a future collector roadway and accounts for future roadway designs consistent with the City's Future Land Use Plan (FLUP). From a land perspective, this area is an area of Leander in transition. Development growth in this area has been primarily residential, making the development a suitable addition.

We welcome any questions or feedback you may have. Please contact me to convey any questions or thoughts you may have regarding the rezoning. My associates or I can be reached at 512.246.7003 or via email at [info@secplanning.com](mailto:info@secplanning.com).

Thank you for considering this proposed Leander development.

Sincerely,

Peter Verdicchio, PLA, ASLA  
Principal

**AN ORDINANCE OF THE CITY OF LEANDER, TEXAS**

**ORDINANCE NO.**

**AN ORDINANCE OF THE CITY OF LEANDER, TEXAS, AMENDING THE ZONING ORDINANCE BY REZONING ONE (1) PARCEL OF LAND FROM INTERIM SFR-1-B (SINGLE-FAMILY RURAL) TO SFU-2-A (SINGLE-FAMILY URBAN) AND SFC-2-A (SINGLE-FAMILY COMPACT); 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; and

**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 55.152 acres ±; being more particularly described in **Exhibit "A"**; generally located west of Kauffman Loop approximately 300 feet south of Equine Road and CR 267; identified by Williamson Central Appraisal District tax identification number R032246; more particularly described in Instrument Number 2024057632; 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 SFU-2-A (Single-Family Urban) and SFC-2-A (Single-Family Compact) 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 19<sup>th</sup> day of March, 2026.  
**FINALLY PASSED AND APPROVED** on this the 2<sup>nd</sup> day of April, 2026.

**ATTEST:**

**THE CITY OF LEANDER, TEXAS:**

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Dara Crabtree, City Secretary

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Na'Cole Thompson, Mayor