



**AGENDA
HISTORICAL PRESERVATION COMMISSION
MEETING
CITY OF LEANDER, TEXAS**

Development Services - San Gabriel Conference Room
201 North Brushy Street - Leander, Texas
Wednesday, September 18, 2024
Regular Meeting at 5:30 PM



Place 1 - Benjamin Geiger
Place 2 – Stephen Cook
Place 3 – Kathy Howell
Place 4 – Vacant
Place 5 - Vacant

Place 6 – Christina Twing
Place 7 – Priscilla Sims
Council Liaison - Kathryn Pantalione-Parker
Staff Liaison – Karina Castillo

REGULAR MEETING

1. Open Meeting.
2. Roll Call.
3. 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.]

4. CHAIR'S REPORT
5. SUB-COMMITTEE REPORT
 1. Public Education
 2. Website and Social Media
 3. Special Events
 4. Historic Locations
6. STAFF BRIEFINGS
 1. Bryson Farmstead

CONSENT AGENDA: ACTION

7. Approval of the minutes for meeting held on August 21, 2024.

REGULAR AGENDA

8. Discuss and consider the volunteer schedule and responsibilities for the Christmas Festival being held on December 7, 2024.

9. Receive a presentation of the duties and responsibilities of the Historic Preservation Commission.
10. Future Agenda Items [Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.]
11. Adjournment

CERTIFICATION

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 Historic Preservation Commission of the City of Leander, Texas, was posted on the bulletin board at City Hall in Leander, Texas, on the 13th day of September, 2024 by 5:00 p.m. pursuant to Chapter 551 of the Texas Government Code.

A handwritten signature in black ink that reads "Karina Castillo". The signature is written in a cursive, flowing style.

Karina Castillo, Planning Manager



**EXECUTIVE SUMMARY
9/18/2024**

AGENDA SUBJECT:

Approval of the minutes for meeting held on August 21, 2024.

BACKGROUND:

HISTORY/TIMELINE:

APPLICANT/AGENT:

PRESENTER:

Attachments:

1. 08.21.2021 HPC Draft Minutes



**MINUTES
HISTORICAL PRESERVATION COMMISSION
MEETING
CITY OF LEANDER, TEXAS**

Development Services - San Gabriel Conference Room
201 North Brushy Street - Leander, Texas
Wednesday, August 21, 2024
Regular Meeting at 5:30 PM



**Place 1 - Benjamin Geiger
Place 2 – Stephen Cook
Place 3 – Kathy Howell
Place 4 – Vacant
Place 5 - Vacant**

**Place 6 – Christina Twing
Place 7 – Priscilla Sims
Council Liaison - Kathryn Pantalione-Parker
Staff Liaison – Karina Castillo**

REGULAR MEETING

1. Open Meeting.

Opened meeting at 5:31 p.m.

2. Roll Call.

3. 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.

4. CHAIR'S REPORT

The Chair announced he will not be seeking reappointment with the Commission. His last meeting will be October 2024. Discussion was had regarding honoring previous Commissioners.

5. SUB-COMMITTEE REPORT

1. Public Education
2. Website and Social Media
3. Special Events
4. Historic Locations

1. The public education update included upcoming presentations in October and November. No presentations were held since the last meeting.

2. The website and social media update included the followers count remaining about the same as the previous month. There have been a few posts since the last month. Upcoming posts include promoting the Spirits of Bagdad event.
3. The special events update included a continuation of the debrief of the Old Town Festival, promotion for the Spirits of Bagdad, and discussion regarding the Holiday at the Homestead.
4. The historic locations update included approval of a maintenance budget for the Mason Homestead in the FY2025 budget and the pending improvements at the Davis Cemetery.

6. STAFF BRIEFINGS

1. Bryson Farmstead
2. Davis House
3. Gus Bernal Videography Services

1. The Bryson Farmstead update included a pending contract for selective demolition. Following the demolition, the plans may be finalized in order to proceed to the bidding process.
2. The Davis House update included the demolition of the house that was completed during the week of August 5, 2024.
3. Gus Bernal Videography Services update included an updated version of the video. Additional feedback was provided to be shared. Final version of the video will be sent via email once it is received.

CONSENT AGENDA: ACTION

7. Approval of the minutes for meeting held on July 17, 2024.

Motion: Approval of the minutes for the meeting held on July 17, 2024.

By: Benjamin Geiger

Second: Kathy Howell

Yes: Stephen Cook, Kathy Howell, Benjamin Greiger, Christina Twing, Priscilla Sims

No: None

Abstain: None

REGULAR AGENDA

8. Discuss and consider the record keeping process for any oral history recordings by the Commission.

The Commission discussed the record keeping process for any oral history recordings. No action was taken.

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

Future agenda items include a presentation of the Commission's duties and responsibilities and discussing the volunteer opportunities at the Christmas Festival being held on December 7, 2024.

10. Adjournment

Adjourned at 6:17 p.m.

APPROVED

CHAIR

ATTEST:

STAFF LIAISON



EXECUTIVE SUMMARY
9/18/2024

AGENDA SUBJECT:

Receive a presentation of the duties and responsibilities of the Historic Preservation Commission.

BACKGROUND:

HISTORY/TIMELINE:

APPLICANT/AGENT:

PRESENTER:

Attachments:

1. 23-063-00 HPC Amendments

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS

ORDINANCE NO. 23-063-00

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS, AMENDING DIVISION 5 HISTORICAL PRESERVATION COMMISSION. SECTION 1.04.121 PERTAINING TO DUTIES OF THE BOARD; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR RELATED MATTERS

WHEREAS, it is the desire of the City Council of the City of Leander to have a Historical Preservation Commission and to provide for the duties;

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

SECTION 1. The above and foregoing recital is hereby found to be true and correct and is incorporated herein as findings of fact.

SECTION 2. The Code of Ordinances of the City of Leander, Texas is hereby amended Division 5. Historical Preservation Commission, to Article 1.04, Boards, Commissions and Committees, Section 1.04.011 to read as set forth in Exhibit "A".

SECTION 3. If any section, article paragraph, sentence, clause, phrase or word in this ordinance, or application thereto any persons or circumstances is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

SECTION 4. That all provisions of the Ordinances of the City of Leander, Texas, in conflict with the provisions of this Ordinance be, and the same are hereby amended, repealed, and all other provisions of the Ordinances of the City not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 5. This Ordinance shall become effective from and after its date of passage in accordance with law.

PASSED AND APPROVED on this 21 day of September, 2023.

CITY OF LEANDER, TEXAS


Christine DeLisle, Mayor

ATTEST:


Dara Crabtree, City Secretary



Historic Preservation Commission

EXHIBIT "A"

Division 5. Historical Preservation Commission

Sec. 1.04.011. Historical Preservation Commission.

(a) There is hereby created a commission to be known as the Leander Historical Preservation Commission, hereafter referred to as the "commission."

(b) The commission shall serve as an advisory body to the City Council and shall consist of seven members, appointed by the city council in accordance with the City Charter and the Code of Ordinances, who shall whenever possible meet one or more of the following qualifications:

- (1) A registered architect, planner or representative of a design profession,
- (2) A registered professional engineer in the State of Texas,
- (3) A member of a nonprofit historical organization of Williamson County,
- (4) A local licensed real estate broker or member of the financial community,
- (5) An owner of an historic landmark residential building,
- (6) An owner or tenant of a business property that is an historic landmark or in an historic district.
- (7) A resident of the extraterritorial jurisdiction.

(c) Commission members shall serve staggered terms of three years each.

(d) The chairman and vice-chairman of the commission shall be elected by and from the members of the commission.

(e) The duties of the commission, shall be to:

- (1) Assist in applying for preservation and rehabilitation grants and by making recommendations to the city government concerning the utilization of state, federal, or private funds to promote the preservation of historic landmarks and historic districts within the city.
- (2) Recommend the designation of resources as historic landmarks and historic districts.
- (3) Create committees from among its membership and delegate to these committees' responsibilities to carry out the purposes of the historical preservation ordinance.

- (4) Maintain written minutes that record all actions taken by the commission and the reasons for taking such actions.
 - (5) Increase public awareness of the value of historic, cultural, and architectural preservation by developing and participating in public education programs.
 - (6) Maintain an inventory of significant historic, architectural, and cultural landmarks and all properties located within the city.
 - (7) Recommend action to the city government regarding the donation of preservation easements and development rights as well as any other gift of value for the purpose of historical preservation, subject to the approval of the city council.
 - (8) Make recommendations on plans detailed design review addressing alterations of designated properties.
- (f) Members of the commission shall serve without compensation.
- (g) Vacancies on the commission shall be filled by the city council for the unexpired term of the vacancy.
- (h) The commission shall meet at least monthly unless there is no commission business at hand. All meetings shall be held in conformance with the Texas Open Meetings Act (V.T.C.A., Government Code ch. 551).
- (i) A quorum for the transaction of business shall consist of not less than a majority of the full voting membership. All issues shall be decided by a simple majority vote of the commission members present.
- (j) The historical preservation officer shall be a non-voting, ex-officio member of the commission and shall attend all commission meetings.