

**NOTICE IS HEREBY GIVEN THAT  
THE CITY COUNCIL OF THE CITY OF LAKEWAY, TRAVIS COUNTY, TEXAS  
Will meet in Regular Session on Tuesday, January 21, 2020 at 6:30 p.m.  
Lakeway City Hall, 1102 Lohmans Crossing Road, Lakeway, Texas**

**AGENDA**

1. **Establish Quorum and Call to Order.**
2. **Pledge of Allegiance.**
3. **Citizen participation for the consent agenda and items 12, 13 and 14.**

<b>CONSENT AGENDA: All items may be approved by one Council vote. Members of the Council may pull items from the Consent Agenda for discussion.</b>
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4. [Approve Minutes:](#) Special Council Meeting of December 9, 2019.
5. [Approve Minutes:](#) Regular Council Meeting of December 16, 2019.
6. [Approve Resolution](#) No. 2020-01-21-01: Appointing members to the 2020 Charter Review Committee.
7. [Approve Resolution](#) No. 2020-01-21-02: Appointing a member to the Parks and Recreation Committee.
8. [Approve](#) Master Intergovernmental Cooperative Purchasing Agreement with OMNIA Partners.
9. [Receive](#) report from Public Engagement Advisory Committee.
10. [Approve Quarterly Investment Report](#) for First Quarter Fiscal Year 2020, submitted by Shereen Gendy, Finance Director.
11. [Receive](#) Treasurer's monthly report.

<b>END CONSENT AGENDA</b>
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12. [Financial Report.](#)
13. **Report** on status of previous business.
14. [Proclamation](#) recognizing Young Men's Service League.
15. [Resolution No. 2020-01-21-03:](#) A resolution of the City of Lakeway, Texas suspending the February 6, 2020 effective date of Texas gas service company's requested increase to permit the city time to study the request and to establish reasonable rates; approving cooperation with other cities in the Texas Gas Service company's central Texas and gulf coast service areas; hiring legal and consulting services to negotiate with the company and direct any necessary litigation and appeals; authorizing intervention in GUD. No. 10928 at the railroad commission; requiring reimbursement of cities' rate case expenses; finding

that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and legal counsel.

- Presentation by Thomas Brocato, Lloyd Gosselink Rochelle & Townsend, P.C..
- Citizen participation.
- Council discussion/action.

16. **Discuss and consider** 2020 City Council Meeting Schedule.

- Citizen participation.
- Council discussion/action.

17. **Report** on new city website.

- Staff report by Communications Director Jarrod Wise.
- Citizen participation.
- Council discussion/action.

18. **May 2, 2020 General Election.** Consider approving Ordinance 2020-01-21-01 calling a General Election in the City of Lakeway on May 2, 2020, for the purpose of electing three (3) Councilmembers, and authorizing the Mayor to issue a Notice of Election.

- Staff report by City Secretary Jo Ann Touchstone.
- Citizen participation.
- Council discussion/action.

*2 de Mayo de 2020 Elección General. Considerar aprobación de Ordenanza 2020-01-21-01 cual convoca una Elección General en la Ciudad de Lakeway el 2 de Mayo de 2020, con el propósito de elegir tres (3) Miembros del Consejo, y autorizar al Alcalde para emitir un Aviso de Elección.*

- *Informe del personal municipal por la secreteria de la ciudad, Jo Ann Touchstone.*
- *Patricipacion ciudadana.*
- *Discusión/acción del consejo.*

19. **Resolution No. 2020-01-21-04** – A Resolution accepting dedicated parkland from Serene Hills, LTD.

- Staff report by Building & Development Services Director Charlotte Hodges.
- Citizen participation.
- Council discussion/action.

20. **Update** on Lakeway Estates parkland dedication.

- Staff report by Building & Development Services Director Charlotte Hodges.
- Citizen participation.
- Council discussion/action.

21. **Zoning Change** - **704 Serene Estates Drive.** A request from Serene Hills, Ltd., the owner of approximately 0.45 acres of land located at 704 Serene Estates Drive, for approval of a zoning change from R-1\* Single-Family Residential to P-2 Private Park for

the subject property. *(Item Tabled until February 5<sup>th</sup> Zoning & Planning Commission Meeting and February 18<sup>th</sup> City Council Meeting).*

22. **Special Use Permit: 2300 Lohmans Spur, Suite 192.** A request from 4 Arrows Pets and Paws LLC, the agent for the owner of the property located at 2300 Lohmans Spur, Suite 192, for a Special Use Permit to operate a pet grooming and grooming training business at this location.
- Staff report by Building & Development Services Director Charlotte Hodges.
  - Citizen participation.
  - Council discussion/action.
23. **Review** potential transportation projects and funding sources.
- Staff report by City Manager Julie Oakley.
  - Citizen participation.
  - Council discussion/action.
24. **Presentation** from bond attorney and financial advisor on potential bond projects.
- Staff report by City Manager Julie Oakley.
  - Citizen participation.
  - Council discussion/action.
25. **Ordinance No. 2020-01-21-02** - An ordinance of the city of Lakeway, Texas amending Title I: general ordinances; Chapter 10: health and sanitation; Article 10.02: smoking; division 2: smoking in public places; Section 10.02.031: definitions; and providing for severability, repealer, and an effective date.
- Staff report by City Manager Julie Oakley.
  - Citizen participation.
  - Council discussion/action.
26. **Citizens Participation** for items not on this Agenda.
27. **Executive Session.** Enter into executive session to deliberate regarding the potential purchase, exchange, lease, or value of real property, as authorized by Texas Government Code Section 551.072, and to obtain legal advice from Counsel, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney). No action will be taken in Executive Session; action, if any, will be taken in open session.
- a. Lakeway MUD Property Request
  - b. 620 Widening Project
28. **Executive Session.** Enter into executive session to deliberate regarding pending litigation, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney). No action will be taken in Executive Session; action, if any, will be taken in open session.

- a. *Cherry Knoll L.L.C. v. City of Lakeway, et al.*, Cause No. 1:16-CV-00982, in the U.S District Court for the Western District of Texas, Austin Division
- b. *City of Lakeway v. Cherry Knoll L.L.C.*, Cause No. 03-18-00837 in the Court of Appeals, Third District of Texas, Austin, Texas

**29. Executive Session.** Enter into executive session to discuss an economic development prospect, as authorized by Texas Government Code Section 551.087 (Economic Development Negotiations). No action will be taken in Executive Session, any action to be taken on this item will occur in open session.

- 1. Project Granite

**30. Executive Session.** Enter into executive session to deliberate regarding the purchase, exchange, lease, or value of real property, as authorized by Texas Government Code Section 551.072, and to obtain legal advice from Counsel, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney). No action will be taken in Executive Session; action, if any, will be taken in open session.

- a. Legal and Real Estate Issues Relating to the Oaks PUD/Stratus Properties

**31. Executive Session.** Enter into executive session to deliberate regarding the purchase, exchange, lease, or value of real property, as authorized by Texas Government Code Section 551.072, and to obtain legal advice from Counsel, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney). No action will be taken in Executive Session; action, if any, will be taken in open session.

- a. Legal and Real Estate Issues Relating to the Lakeway Highlands/Rough Hollow Development Agreement

**32. Executive Session.** Enter into executive session to deliberate the appointment, employment, and duties of the City Manager Position and Assistant City Manager Position, as authorized by Texas Government Code Section 551.074 (Personnel Matters). No action will be taken in executive session; action, if any, will be taken in open session.

**33. Adjourn.**

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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**Sandra L. Cox, Mayor**



All items may be subject to action by City Council, pursuant to Ordinance No. 2001-10-29-1, Article VI.

The City Council may adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code including, but not limited to, Sections: 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.183 (Deliberations about Homeland Security Issues) and as authorized by the Texas Tax Code including, but not limited to, Section 321.3022 (Sales Tax Information).

Certification: I certify that the above notice of meeting was posted on the City of Lakeway Official Community Bulletin Board on the \_\_\_\_ day of \_\_\_\_\_, 2020 at \_\_\_\_ a.m./ p.m. Council approved agendas and action minutes are available on line at <http://www.lakeway-tx.gov/>. The City of Lakeway Council meetings are available to all persons regardless of ability. If you require special assistance, please contact Jo Ann Touchstone, City Secretary, at 512-314-7506 at least 48 hours in advance of the meeting.

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**Jo Ann Touchstone, City Secretary**

Item # 4

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**THE CITY COUNCIL OF THE CITY OF LAKEWAY, TRAVIS COUNTY, TEXAS  
SPECIAL SESSION  
MINUTES  
MONDAY, DECEMBER 9, 2019 AT 2:00 P.M.  
LAKEWAY CITY HALL, 1102 LOHMANS CROSSING, LAKEWAY, TEXAS 78734**

**AGENDA**

- 1. Establish Quorum and Call to Order** – Present: Mayor Cox, Mayor Pro Tem Higginbotham, Councilmember Kumar, Councilmember Mastrangelo, Councilmember Smith and Councilmember Vance. Absent: Councilmember Howell.
  - 2. Pledge of Allegiance.**
  - 3. Update** from Texas Department of Transportation (TxDOT) regarding 620 improvements.
    - Citizen participation – No one spoke.
    - Council discussion/action – Councilmember Kumar moved to support Tx DOTs initiative to put dividers on 620 between Lohmans Crossing to the Primrose School on 620. Mayor Pro Tem Higginbotham seconded and the motion passed unanimously.
  - 4. Update on Wildfire Mitigation Project.**
    - Staff report by Parks and Recreation Director Andra Bennett.
    - Citizen participation – No one spoke.
    - Council discussion/action – Mayor Pro Tem Higginbotham moved to continue project and prioritize other projects and go through the grant process for those projects and authorize hiring a contract grant writer.
- Mayor Cox called for recess at 3:40 p.m. Reconvened at 3:47 p.m.
- 5. Consider** an Organization Development Study.
    - Staff report by Interim City Manager Julie Oakley.
    - Citizen participation – No one spoke.
    - Council discussion/action – Councilmember Kumar moved to allocate two councilmembers, Steven Smith and Gretchen Vance, to assist City Manager Julie Oakley with the study approve up to \$50,000.00 for the consultant. Councilmember Mastrangelo seconded and the motion passed unanimously.
  - 6. Ordinance No. 2019-12-09-01** – An ordinance amending Chapter 28: Subdivisions and Site Development; Article 28:05 Public Dedications and Improvements; Section 28:05.003 Parks; and Article 28.09 Standards and Specifications; 28.09.009 Water Quality Controls.

- Staff report from Building & Development Services Director Charlotte Hodges.
- Citizen participation – No one spoke.
- Council discussion/action – Mayor Cox directed staff to bring final draft to December 16, 2019 city council meeting. No action taken.

**7. Work session** for continued review of Chapter 28 including but not limited to discussion regarding cut and fill, traffic impact analysis, and impervious cover.

- Staff report from Building & Development Services Director Charlotte Hodges.
- Citizen participation – No one spoke.
- Council discussion/action – No action taken.

Convened to executive session at 5:49 p.m. Reconvened to regular session at 6:31 p.m. No action was taken in executive session.

**8. Executive Session.** Enter into executive session to discuss an economic development prospect, as authorized by Texas Government Code Section 551.087 (Economic Development Negotiations). No action will be taken in Executive Session, any action to be taken on this item will occur in open session.

1. Project Granite

**9. Adjourn** – Meeting adjourned at 6:31 p.m.

Signed this the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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**Sandra L. Cox, Mayor**

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**Jo Ann Touchstone, City Secretary**

Item # 5

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**THE CITY COUNCIL OF THE CITY OF LAKEWAY, TRAVIS COUNTY, TEXAS**  
**Regular Session on Monday, December 16, 2019 at 6:30 p.m.**  
**MINUTES**

**Lakeway City Hall, 1102 Lohmans Crossing Road, Lakeway, Texas**

**AGENDA**

- 1. Establish Quorum and Call to Order** – Present: Mayor Cox, Mayor Pro Tem Higginbotham, Councilmember Howell (joined at 6:35 p.m.), Councilmember Kumar, Councilmember Mastrangelo, Councilmember Smith and Councilmember Vance.
- 2. Pledge of Allegiance.**
- 3. Citizen participation for the consent agenda and items 8 and 9** – No one spoke.

**CONSENT AGENDA: All items may be approved by one Council vote. Members of the Council may pull items from the Consent Agenda for discussion.**

- 4. Approve Minutes:** Regular Council Meeting of November 18, 2019.
- 5. Approve Resolution No. 2019-12-16-01:** Ratifying the appointment of Councilmember Laurie Higginbotham to serve as city representative on the Central Texas Clean Air Coalition for a term expiring December 31, 2021.
- 6. Receive** report from Public Engagement Advisory Committee.
- 7. Receive** Treasurer's monthly report.

Councilmember Kumar moved to approve the consent agenda as presented.  
Councilmember Smith seconded and the motion passed unanimously.

**END CONSENT AGENDA**

- 8. Financial Report.**
- 9. Report** on status of previous business.
- 10. Accept Donation** from Lakeway Civic Corporation.
  - Staff report by Parks and Recreation Director Andra Bennett.
  - Citizen participation – No one spoke.
  - Council discussion/action – Mayor Pro Tem Higginbotham moved to accept the donation from Lakeway Civic Corporation. Councilmember Kumar seconded and the motion passed unanimously.
- 11. Resolution No. 2019-12-16-02** – A Resolution accepting dedicated parkland from Serene Hills, LTD.

- Staff report by Building & Development Services Director Charlotte Hodges.
- Citizen participation – Tom Kilgore spoke.
- Council discussion/action – Mayor Pro Tem Higginbotham moved to table the item until the information identified by the City Manager is gathered. Councilmember Howell seconded and the motion passed unanimously.

**12. Preliminary Plan: Lakeway Estates.** A request from Perales Engineering, LLC, the agent for the owner of approximately 46 acres located west of Serene Hills Court, for approval of a Preliminary Plan for Lakeway Estates.

- Staff report by Building & Development Services Director Charlotte Hodges.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Kumar moved to approve the preliminary plan with the change to accept cash in lieu of 2.5 acres of parkland and authorize the city manager to negotiate the amount and bring back to the city council for approval. Councilmember Smith seconded and the motion passed unanimously.

**13. Preliminary Plan Revision: Lakeway Highlands Phase 3.** A request from Carlson, Brigrance and Doering on behalf of RH Lakeway Development LTD., the owner of approximately 299 acres of land located south of the Crosswind Drive and Hornsby Lane intersection, for approval of a Preliminary Plan Revision for Lakeway Highlands Phase 3 including but not limited to the amendment of the lot layouts to accommodate open space, public utility easement and drainage easement lots.

- Staff report by Building & Development Services Director Charlotte Hodges.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Howell moved to approve the preliminary plan revision for Lakeway Highlands, Phase 3. Councilmember Kumar seconded and the motion passed unanimously.

**14. Final Plat Amendment: Lakeway Highlands Phase 3, Section 6B.** A request from Carlson, Brigrance & Doering, Inc., on behalf of RH Lakeway Development LTD., owner of approximately 33.625 acres of land located south of the Crosswind Drive and Hornsby Lane intersection for approval of an amendment to the Final Plat (Replat) for Lakeway Highlands Phase 3, Section 6B.

- Staff report by Building & Development Services Director Charlotte Hodges.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Kumar moved to approve the request for the Final Plat Amendment: Lakeway Highlands Phase 3, Section 6B. Councilmember Smith seconded and the motion passed unanimously.

**15. Resolution No. 2019-12-16-03** – A resolution granting an easement to Lakeway MUD.

- Staff report by Building & Development Services Director Charlotte Hodges.
- Citizen participation – Terry Gilbert spoke.
- Council discussion/action – Councilmember Kumar moved to approve the resolution as written and adding “No. 5” to include \$5,200.00 in improvements by

Lakeway MUD. Councilmember Howell seconded and the motion passed unanimously.

**16. Request from Lakeway Resort and Spa for Hotel Occupancy Tax Funds.**

- Staff report by Finance Director Shereen Gendy.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Smith moved to accept the request from Lakeway Resort and Spa for hotel occupancy tax funds. Councilmember Howell seconded and the motion passed unanimously.

**17. Consider** a potential partnership with the YMCA to build and operate a Lakeway Recreation Center.

- Staff report by City Manager Julie Oakley.
- Citizen participation – The following persons spoke: Alissa Magrum and Victor Perez.
- Council discussion/action. – No action was taken.

**18. Report and recommendation from** the Transportation Steering Committee.

- Report from Chair Judy Donohue.
- Citizen participation – Mayor Cox called for a show of hands for the Clubhouse to Caravan connection, those for, and those against. There were zero hands raised in support. The following persons stated their names on record in opposition: Jeff Locklear, Ted Doyle, Peter Courtois, Vivian Craft, Suzanne Logan, Anil Krishna, Lisa Dawson, Tom Pearson, John Kish, Marsha Kish, Sandra Lewis, Terry Gilbert, Ron Baltruzak and Paul Snare. Mayor Cox called for a show of hands for the Rolling Green to Guyan connection, those for, and those against. There were zero hand raised in support. The following persons stated their names on record in opposition: Ted Doyle, Jeff Locklear, Ron Baltruzak, Terry Gilbert, Lisa Dawson, John Kish, Marsha Kish, Tiffany Grana, Tony Grana, Sandra Lewis, Paul Snare, Terry Crale, Keith Trecker, Suzanne Logan, Vivian Craft, Peter Courtois, Michael Ferguson and Tom Pearson.

The following persons spoke: Wes Hook, Eric Gilbert, Anil Krishna, Richard Jaeske, Ted Doyle and Jennifer Fleck.

- Council discussion/action – No action was taken. (A council work session will be scheduled for January 2020.)

Mayor Cox called for recess at 9:25 p.m. Reconvened to regular session at 9:37 p.m.

**19. Report and recommendation from** Wildlife Advisory Committee.

- Report from Chair Dennis Hogan.



- Citizen participation – The following persons spoke: Carolyn Kelly, Frank Bata, Austin Gibb, Julie Reichert, Mike Conley, Stacy Williams, Laura Pyle, Sean Sutton, Doug Land, Ted Windecker, Teresa Vo, Mel Neese, Victor Perez, Georgia Migliuri, Bill Thompson, Nina Davis, Blanca Farias, Julie Martensen, Ted McKnight, Monisa Hall, Rita Cross and Dan Boses.

Mayor Cox called for recess at 12:00 a.m. Reconvened to regular session at 12:05 a.m.

- Council discussion/action – Councilmember Howell moved to acquire an option to execute on TTT from Texas Parks and Wildlife. Councilmember Smith seconded and the motion passed 4-3 with Mayor Pro Tem Higginbotham, Councilmember Mastrangelo and Councilmember Vance opposed.

Mayor Pro Tem Higginbotham motioned to conduct the survey called for in August 2018 of citizens of the entire city of Lakeway and zone it as recommended by Councilmember Mastrangelo. Councilmember Mastrangelo seconded the motion. Motion failed 3-4 with Mayor Cox, Councilmember Howell, Councilmember Kumar and Councilmember Smith opposed.

Councilmember Vance motioned to put a moratorium in place on TTT until council has a final cost of the program. Mayor Pro Tem Higginbotham seconded and offered a friendly amendment to place a moratorium on TTT and TTP until council has the cost of all programs. Motion passed 4-3 with Councilmember Howell, Councilmember Kumar and Councilmember Smith opposed.

**20. Ordinance No. 2019-12-16-01** – An ordinance amending Chapter 28: Subdivisions and Site Development; Article 28:05 Public Dedications and Improvements; Section 28:05.003 Parks; and Article 28.09 Standards and Specifications; 28.09.009 Water Quality Controls.

- Staff report from Building & Development Services Director Charlotte Hodges.
- Citizen participation – No one spoke.
- Council discussion/action - Councilmember Smith moved to approve Ordinance No. 2019-12-16-01 amending Chapter 28: Subdivisions and Site Development; Article 28:05 Public Dedications and Improvements; Section 28:05.003 Parks; and Article 28.09 Standards and Specifications; 28.09.009 Water Quality Controls. Councilmember Kumar seconded and the motion passed unanimously.

**21. Citizens Participation** for items not on this Agenda – no one spoke.

Mayor Cox called for executive session at 1:19 a.m. Reconvened to open session at 2:39 a.m. No action was taken in executive session.

**22. Executive Session.** Enter into executive session to deliberate regarding the potential purchase, exchange, lease, or value of real property, as authorized by Texas Government Code Section 551.072, and to obtain legal advice from Counsel, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney). No action will be taken in Executive Session; action, if any, will be taken in open session.

- a. Lakeway MUD Property Request
- b. 620 Widening Project

**23. Executive Session.** Enter into executive session to deliberate regarding pending litigation, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney). No action will be taken in Executive Session; action, if any, will be taken in open session.

- a. *Cherry Knoll L.L.C. v. City of Lakeway, et al.*, Cause No. 1:16-CV-00982, in the U.S District Court for the Western District of Texas, Austin Division
- b. *City of Lakeway v. Cherry Knoll L.L.C.*, Cause No. 03-18-00837 in the Court of Appeals, Third District of Texas, Austin, Texas

**24. Executive Session.** Enter into executive session to discuss an economic development prospect, as authorized by Texas Government Code Section 551.087 (Economic Development Negotiations). No action will be taken in Executive Session, any action to be taken on this item will occur in open session.

- 1. Project Granite

**25. Executive Session.** Enter into executive session to deliberate regarding the purchase, exchange, lease, or value of real property, as authorized by Texas Government Code Section 551.072, and to obtain legal advice from Counsel, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney). No action will be taken in Executive Session; action, if any, will be taken in open session.

- a. Legal and Real Estate Issues Relating to the Oaks PUD/Stratus Properties

**26. Executive Session.** Enter into executive session to deliberate regarding the purchase, exchange, lease, or value of real property, as authorized by Texas Government Code Section 551.072, and to obtain legal advice from Counsel, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney). No action will be taken in Executive Session; action, if any, will be taken in open session.

- a. Legal and Real Estate Issues Relating to the Lakeway Highlands/Rough Hollow Development Agreement

**27. Executive Session.** Enter into executive session to deliberate the appointment,

employment, and duties of the City Manager Position, as authorized by Texas Government Code Section 551.074 (Personnel Matters). No action will be taken in executive session; action, if any, will be taken in open session.

**28. Adjourn** – Meeting adjourned at 2:39 a.m.

**Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.**

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**Sandra L. Cox, Mayor**

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**Jo Ann Touchstone, City Secretary**

Item # 6

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## Staff Report

**Meeting date: January 21, 2020**

**Charter Review Committee.** Consider approving Resolution No. 2020-01-21-01 creating the 2020 Charter Review Committee.

**Background:** There are provisions in the City Charter currently that are in conflict with provisions of the Texas Constitution. The City Council desires to have corrections to these conflicting provisions submitted to the voters as early as possible and the earliest an election can be called is November 2020, thereby necessitating the appointment of a Charter Review Committee.

**The City Charter states:**

“Six months after the adoption of the Charter and not later than every four years thereafter, the Council shall appoint a Charter Review Committee comprised of seven residents of the City. The Mayor and each Councilmember shall each appoint one member. The Committee shall be appointed for a twelve-month term and such term may be extended by the Council. The Committee shall inquire into the operations of the City government as related to the Charter and review said Charter to determine if revisions are necessary.

**The Texas Constitution, Article 11, Section 5 states:**

“Sec. 5. CITIES OF MORE THAN 5,000 POPULATION: ADOPTION OR AMENDMENT OF CHARTERS; TAXES; DEBT RESTRICTIONS. (a) Cities having more than five thousand (5000) inhabitants may, by a majority vote of the qualified voters of said city, at an election held for that purpose, adopt or amend their charters..... *Furthermore, no city charter shall be altered, amended or repealed oftener than every two years.*”

The last charter revision was approved by voters in the May 2018 election. The proposed resolution would create the 2020 Charter Review Committee to prepare for propositions to be put before voters at the November 2020 election.

**Fiscal Impact:** Election costs are shared by all participating entities within Travis County, and the amount budgeted is based on estimates from previous years. If the proposed charter amendments (propositions) are put before voters on the November 2020 ballot the sole cost of the election would be for the charter amendments. November elections costs vary, and have ranged from \$5,000.00 to \$7,000.00 in previous years.

**Enclosure(s):** Resolution No. 2020-01-21-01

**Resolution No. 2020-01-21-01**

**A RESOLUTION OF THE CITY OF LAKEWAY, TEXAS  
APPOINTING MEMBERS TO THE CHARTER REVIEW  
COMMITTEE**

WHEREAS, the citizens of Lakeway approved a Lakeway City Charter at an election held on May 5, 1990; and

WHEREAS, Section 11.15 of the City Charter requires that the Charter be reviewed every four years for possible amendments; and

WHEREAS, Section 11.15 of the City Charter calls for the appointment of a citizens review committee to conduct such reviews; and

WHEREAS, Section 11.15 of the City Charter provides that the Mayor and each Councilmember shall appoint one member to the Charter Review Committee:

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

Section 1. The Charter Review Committee shall be appointed for a term of twelve months and such term may be extended by the Council.

Section 2. The Charter Review Committee shall have the powers and duties to review the City Charter as provided for in Section 11.15 of the City Charter.

Section 3. The Charter Review Committee shall make a written report of its findings and recommendations to the City Council of any proposed amendments.

Section 4. The members of the Charter Review Committee shall be:

Nominee	Nominated By
Dave DeOme	Sandy Cox
Todd Buikema	Laurie Higginbotham
Jim Powell	Doug Howell
Terry Rishel	Sanjeev Kumar
Tim Collins	Louis Mastrangelo
Joe Bain	Steve Smith
Tom Kilgore	Gretchen Vance

PASSED AND APPROVED this 21<sup>st</sup> day of January, 2020.

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Sandra L. Cox, Mayor  
City of Lakeway

ATTEST:

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Jo Ann Touchstone, City Secretary



Item # 7

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**Resolution No. 2019-01-21-02**

**A RESOLUTION OF THE CITY OF LAKEWAY, TEXAS  
APPOINTING A MEMBER TO THE  
PARKS AND RECREATION COMMITTEE**

WHEREAS, Chapter 16, Article 16.02 of the Lakeway City Code creates the Parks and Recreation Committee; and

WHEREAS, Chapter 16, Article 16.02 , Section 16.02.072 of the Lakeway City Code provides members are to be nominated by the mayor and confirmed by the city council in accordance with the requirements established in the city's charter; and

WHEREAS, there is a vacancy on the Parks and Recreation Committee; and

WHEREAS, Sandy McKinney has been nominated to become member of the City of Lakeway's Parks and Recreation Committee; NOW THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKEWAY, TEXAS:

That the below named person is hereby affirmed and appointed as a member of the Parks and Recreation Committee for a term of office that shall run concurrently with the term of the mayor, and shall continue until a successor is appointed, unless otherwise determined by the City Council:

Sandy McKinney

All provisions of any Resolution of the City of Lakeway in conflict with the provisions of this Resolution are hereby repealed. All provisions of any Resolution of the City of Lakeway not in conflict with this Resolution shall remain in full force and effect.

PASSED AND APPROVED this 21<sup>st</sup> day of January, 2020.

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Sandra L. Cox, Mayor

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Jo Ann Touchstone, City Secretary

Item # 8

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Shereen Gendy, CPA  
Finance Director

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### Staff Report

**Meeting date:** January 21, 2020

**Agenda item:** Enter into a Master Intergovernmental Cooperative Agreement with OMNIA Partners

**Background and Fiscal Impact:**

The authority to enter into a cooperative agreement is granted under Government Code, Title 7, Chapter 79 Interlocal Cooperation Contracts, Subchapter B and Subchapter C, and Local Government Code, Title 8, Chapter 271.

The purpose of entering the cooperative agreement with OMNIA Partners is to purchase office supplies. The contract with OMNIA Partners provides access to hundreds of suppliers and a wide range of products including office supplies, janitorial supplies, computer equipment, elevator services and many other products and services.

The benefits of using Interlocal Cooperative Agreements are that the contracts are established through a competitive solicitation process using public sector principles and processes. Advantages for using Cooperative Agreements include discounts for volume purchases, rebates based on total cooperative partners' purchases, savings of vendors' time and effort to respond to competitive processes, and savings of staff time to develop the solicitation documents, post, evaluate, and negotiate the contract.

**Enclosure(s):** Master Intergovernmental Cooperative Purchasing Agreement with OMNIA Partners

# OMNIA

PARTNERS



## MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT

This Master Intergovernmental Cooperative Purchasing Agreement (this “**Agreement**”) is entered into by and between those certain government agencies that execute a Principal Procurement Agency Certificate (“**Principal Procurement Agencies**”) with National Intergovernmental Purchasing Alliance Company, a Delaware corporation d/b/a OMNIA Partners, Public Sector and/or Communities Program Management, LLC, a California limited liability company d/b/a U.S. Communities (collectively, “**OMNIA Partners, Public Sector**”) to be appended and made a part hereof and such other public agencies (“**Participating Public Agencies**”) who register to participate in the cooperative purchasing programs administered by OMNIA Partners, Public Sector and its affiliates and subsidiaries (collectively, the “**OMNIA Partners Parties**”) by either registering on the OMNIA Partners, Public Sector website ([www.omniapartners.com/publicsector](http://www.omniapartners.com/publicsector) or any successor website), or by executing a copy of this Agreement.

### RECITALS

**WHEREAS**, after a competitive solicitation and selection process by Principal Procurement Agencies, in compliance with their own policies, procedures, rules and regulations, a number of suppliers have entered into “**Master Agreements**” (herein so called) to provide a variety of goods, products and services (“**Products**”) to the applicable Principal Procurement Agency and the Participating Public Agencies;

**WHEREAS**, Master Agreements are made available by Principal Procurement Agencies through the OMNIA Partners Parties and provide that Participating Public Agencies may purchase Products on the same terms, conditions and pricing as the Principal Procurement Agency, subject to any applicable federal and/or local purchasing ordinances and the laws of the State of purchase; and

**WHEREAS**, in addition to Master Agreements, the OMNIA Partners Parties may from time to time offer Participating Public Agencies the opportunity to acquire Products through other group purchasing agreements.

**NOW, THEREFORE**, in consideration of the mutual promises contained in this Agreement, and of the mutual benefits to result, the parties hereby agree as follows:



1. Each party will facilitate the cooperative procurement of Products.
2. The Participating Public Agencies shall procure Products in accordance with and subject to the relevant federal, state and local statutes, ordinances, rules and regulations that govern Participating Public Agency's procurement practices. The Participating Public Agencies hereby acknowledge and agree that it is the intent of the parties that all provisions of this Agreement and that Principal Procurement Agencies' participation in the program described herein comply with all applicable laws, including but not limited to the requirements of 42 C.F.R. § 1001.952(h), as may be amended from time to time. The Participating Public Agencies further acknowledge and agree that they are solely responsible for their compliance with all applicable "safe harbor" regulations, including but not limited to any and all obligations to fully and accurately report discounts and incentives.
3. The Participating Public Agency represents and warrants that the Participating Public Agency is not a hospital or other healthcare provider and is not purchasing Products on behalf of a hospital or healthcare provider.
4. The cooperative use of Master Agreements shall be in accordance with the terms and conditions of the Master Agreements, except as modification of those terms and conditions is otherwise required by applicable federal, state or local law, policies or procedures.
5. The Principal Procurement Agencies will make available, upon reasonable request, Master Agreement information which may assist in improving the procurement of Products by the Participating Public Agencies.
6. The Participating Public Agency agrees the OMNIA Partners Parties may provide access to group purchasing organization ("**GPO**") agreements directly or indirectly by enrolling the Participating Public Agency in another GPO's purchasing program, including but not limited to Vizient Source, LLC, Provista, Inc. and other OMNIA Partners, Public Sector affiliates and subsidiaries; provided the purchase of Products through the OMNIA Partners Parties or any other GPO shall be at the Participating Public Agency's sole discretion.
7. The Participating Public Agencies (each a "**Procuring Party**") that procure Products through any Master Agreement or GPO Product supply agreement (each a "**GPO Contract**") will make timely payments to the distributor, manufacturer or other vendor (collectively, "**Supplier**") for Products received in accordance with the terms and conditions of the Master Agreement or GPO Contract, as applicable. Payment for Products and inspections and acceptance of Products ordered by the Procuring Party shall be the exclusive obligation of such Procuring Party. Disputes between Procuring Party and any Supplier shall be resolved in accordance with the law and venue rules of the State of purchase unless otherwise agreed to by the Procuring Party and Supplier.
8. The Procuring Party shall not use this Agreement as a method for obtaining additional concessions or reduced prices for purchase of similar products or services outside of the Master Agreement. Master Agreements may be structured with not-to-exceed pricing, in which

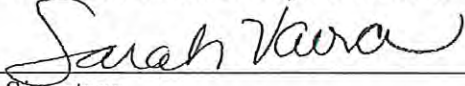
cases the Supplier may offer the Procuring Party and the Procuring Party may accept lower pricing or additional concessions for purchase of Products through a Master Agreement.

9. The Procuring Party shall be responsible for the ordering of Products under this Agreement. A non-procuring party shall not be liable in any fashion for any violation by a Procuring Party, and, to the extent permitted by applicable law, the Procuring Party shall hold non-procuring party harmless from any liability that may arise from the acts or omissions of the Procuring Party.

10. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, THE OMNIA PARTNERS PARTIES EXPRESSLY DISCLAIM ALL EXPRESS OR IMPLIED REPRESENTATIONS AND WARRANTIES REGARDING ANY PRODUCT, MASTER AGREEMENT AND GPO CONTRACT. THE OMNIA PARTNERS PARTIES SHALL NOT BE LIABLE IN ANY WAY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, PUNITIVE, OR RELIANCE DAMAGES, EVEN IF THE OMNIA PARTNERS PARTIES ARE ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. FURTHER, THE PROCURING PARTY ACKNOWLEDGES AND AGREES THAT THE OMNIA PARTNERS PARTIES SHALL HAVE NO LIABILITY FOR ANY ACT OR OMISSION BY A SUPPLIER OR OTHER PARTY UNDER A MASTER AGREEMENT OR GPO CONTRACT.

11. This Agreement shall remain in effect until termination by either party giving thirty (30) days' written notice to the other party. The provisions of Paragraphs 6 - 10 hereof shall survive any such termination.

12. This Agreement shall take effect upon (i) execution of the Principal Procurement Agency Certificate, or (ii) registration on the OMNIA Partners, Public Sector website or the execution of this Agreement by a Participating Public Agency, as applicable.

	<b>OMNIA PARTNERS, PUBLIC SECTOR</b>
<hr/>	
Authorized Signature	Signature
Julie Oakley, CPA	Sarah E. Vavra
<hr/>	<hr/>
Name	Name
City Manager, City of Lakeway	Sr. Vice President, Public Sector Contracting
<hr/>	<hr/>
Title and Agency Name	Title
<hr/>	<hr/>
Date	Date

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Created: January 16, 2020

## Public Engagement Advisory Committee City Council Report

*January 2020*

The Public Engagement Advisory Committee members have selected a group of 14 individuals to participate in the first Lakeway Citizens Academy. As of this note, 13 have confirmed their attendance to be a part of this academy program. The first session is happening the day of the January City Council meeting on Tuesday, January 21 at 12 p.m. at City Hall. Mayor Sandy Cox will be giving a presentation about the functions and roles of the Mayor and City Council, along with discussions on how the city works, and our communication and engagement with the community. Lunch will be served for the **participants. Graduation for the “test” group of this program will be in May of 2020.**

Here is a full list of all the sessions and their location.

- Tuesday, January 21 (City Hall): a presentation by Mayor Sandy Cox, which will include the role the City Council and Mayor play in city government
- Tuesday, February 11 (Municipal Court): a presentation by Judge Kevin Madison regarding the Lakeway Municipal Court system
- Tuesday, February 25 (Fire Station 606): A presentation by Lake Travis Fire Chief Robert Abbott regarding Travis County Emergency Services District No. 6 and Lake Travis Fire Rescue
- Tuesday, March 10 (City Hall): a presentation by Building and Development Services Director Charlotte Hodges regarding building services permitting
- Tuesday, March 24 (Public Works): a presentation by Public Works Director Dale **DeLong regarding an overview of public works and information on Lakeway’s** municipal utility/water districts (MUDs)
- Tuesday, April 7 (Police Department): a presentation by Lakeway Police Chief Todd Radford regarding the functions of the police department
- Tuesday, April 21 (Activity Center): a presentation by Parks & Recreation **Department Director Andra Bennett regarding Lakeway’s** parks and events
- Tuesday, May 12 (City Hall): Graduation Day! A presentation by Communications Director Jarrod Wise, City Secretary Jo Ann Touchstone and City Manager Julie Oakley regarding leadership, budgeting and the comprehensive plan

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Lakeway<sup>TM</sup>  
T E X A S

Quarterly Investment Report

December 31, 2019




The information within comprises the quarterly investment report for the City of Lakeway, Texas for the quarter ended December 31, 2019.

The undersigned investment officers acknowledge that the City's investment portfolio has been and is currently in compliance with the policies and strategies contained in the City's investment policy as adopted by resolution 2019-09-30-01 and is in compliance with the requirements of the Public Funds Investment Act of the State of Texas.

  
Shereen Gendy  
Finance Director

  
Julie Oakley  
Interim City Manager

  
Jim Nelson  
Treasurer



Honorable Mayor Cox and City Council Members:

The Quarterly Investment Report for the City of Lakeway, Texas, for the quarter ended December 31, 2019, is hereby submitted.

Throughout the quarter, the City's investments in TexPool earned \$66,170 at an interest rate ranging from 1.62%-1.91%. TexPool interest rates have continued to exceed the depository rate at Prosperity Bank of 0.50%. As a result, the City has utilized these higher rates for fully liquid cash balances and transferred funds to TexPool.

Additionally, the deposits at Prosperity Bank are a demand deposit checking account and thus not considered an investment. As a result, the interest earned on the checking account is not included in the accompanying schedules.

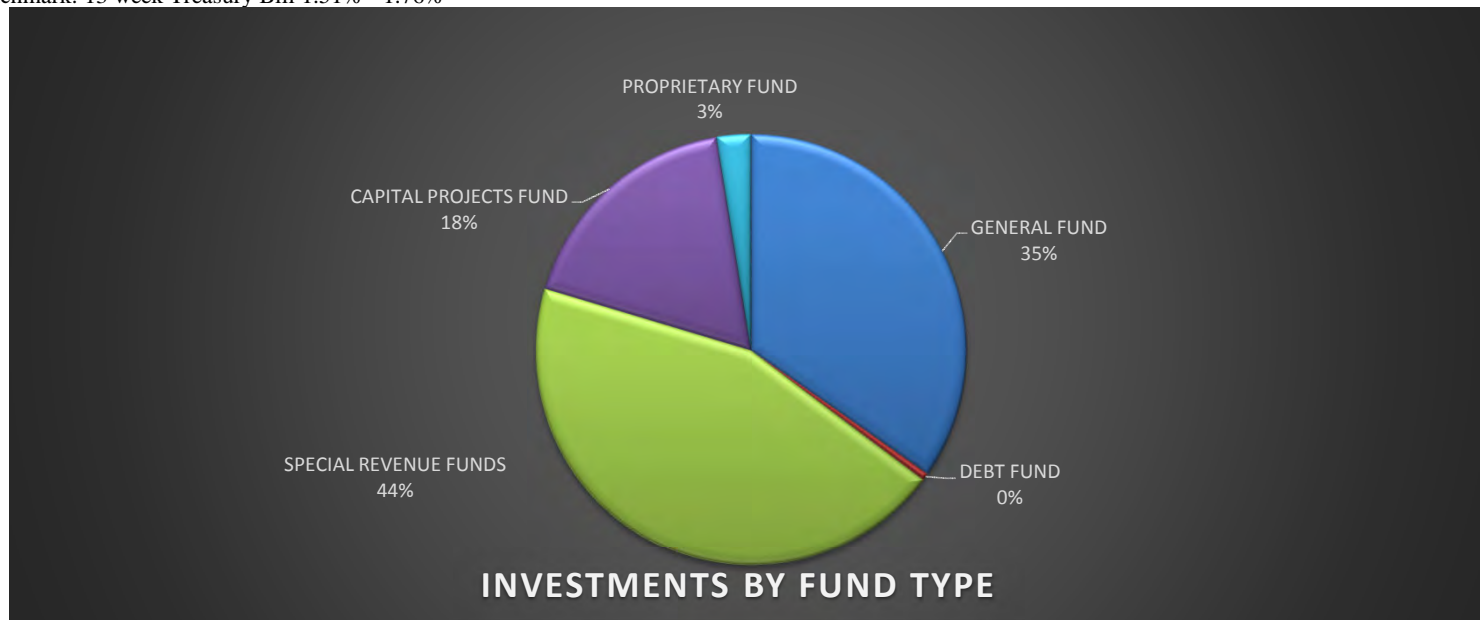
The city has three CDs in the amount of \$245,000 each. These three CDs earned a total of \$4,555 of interest for the quarter.

The bank account and the CDs are insured by a combination of FDIC insurance and pledged securities which are maintained at the Federal Home Loan Bank of Dallas. TexPool's liquid asset portfolio seeks to maintain a net asset value of \$1.00 per unit invested to preserve the principal of all pool participants.

**CITY OF LAKEWAY, TEXAS  
INVESTMENT PORTFOLIO SUMMARY  
FOR THE QUARTER ENDED DECEMBER 31, 2019**

FUND	VALUE BY TYPE OF INVESTMENT		TOTAL INVESTMENT	INTEREST EARNED FOR THE QUARTER
	INVESTMENT POOL (TEXPOOL) 1.62%-1.91%	CERTIFICATE OF DEPOSIT 2.50%-2.80%		
GENERAL FUND	\$ 4,617,228	\$ 754,298	\$ 5,371,526	\$ 26,666
DEBT FUND	\$ 80,526	\$ -	\$ 80,526	\$ 352
SPECIAL REVENUE FUNDS	\$ 6,860,837	\$ -	\$ 6,860,837	\$ 29,000
CAPITAL PROJECTS FUND	\$ 2,755,574	\$ -	\$ 2,755,574	\$ 12,967
PROPRIETARY FUND	\$ 398,320	\$ -	\$ 398,320	\$ 1,740
<b>TOTAL INVESTMENT PORTFOLIO AND INTEREST EARNED AS OF 12/31/2019</b>			<b>\$ 15,466,783</b>	<b>\$ 70,725</b>

\* Benchmark: 13 week Treasury Bill 1.51% - 1.76%

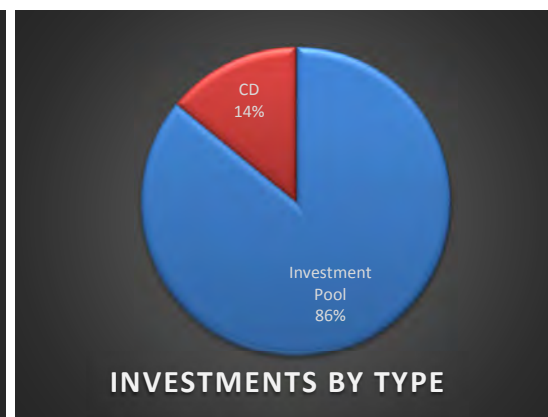
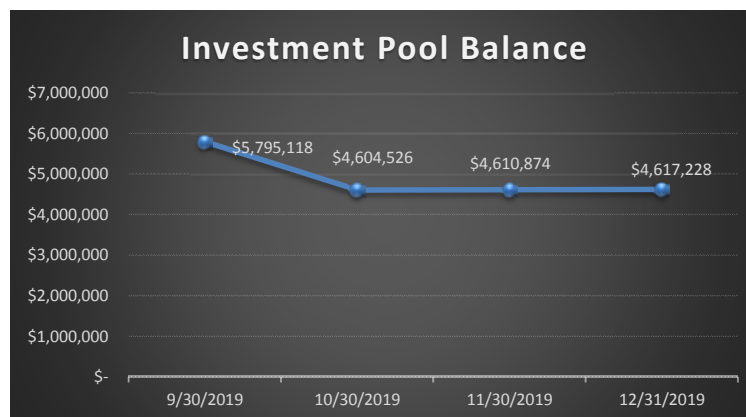


**GENERAL FUND  
INVESTMENT PORTFOLIO  
BY TYPE OF INVESTMENT  
FOR THE QUARTER ENDED DECEMBER 31, 2019**

INVESTMENT POOL					
DATE	PURCHASED	REDEEMED	NET ASSET VALUE	FACE VALUE	MARKET VALUE
9/30/2019			1.00	\$ 5,795,118	\$ 5,795,118
10/30/2019	\$ 9,408	\$ 1,200,000	1.00	\$ 4,604,526	\$ 4,604,526
11/30/2019	\$ 6,348	\$ -	1.00	\$ 4,610,874	\$ 4,610,874
12/31/2019	\$ 6,354	\$ -	1.00	\$ 4,617,228	\$ 4,617,228
<b>TOTAL TEXPOOL AS OF 12/31/2019</b>					<b>\$ 4,617,228</b>

CERTIFICATES OF DEPOSIT					
PURCHASE DATE	BANK/TERM	MATURITY DATE	YIELD	FACE VALUE	MARKET VALUE
7/28/2018	Anthem Bank - 18 Mo	1/28/2020	2.80%	\$ 245,000	\$ 251,977
11/30/2018	First United Bank - 14 Mo	1/30/2020	2.52%	\$ 245,000	\$ 251,246
1/4/2019	Independent Bank - 13 Mo	2/3/2020	2.50%	\$ 245,000	\$ 251,075
<b>TOTAL CERTIFICATES OF DEPOSIT AS OF 12/31/2019</b>					<b>\$ 754,298</b>

<b>TOTAL GENERAL FUND INVESTMENT PORTFOLIO AS OF 12/31/2019</b>	<b>\$ 5,371,526</b>
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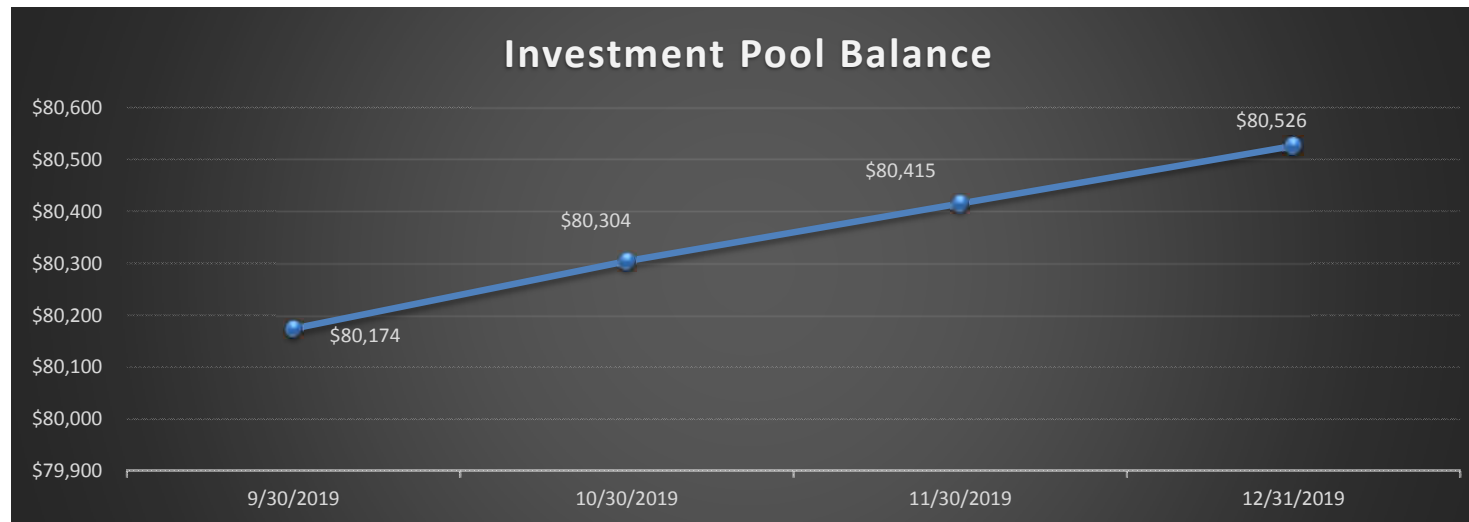


**Note:** In anticipation of the slow down in the property tax revenue collection, about \$1.2M was transferred from Texpool to the operating cash at the bank.

**DEBT SERVICE FUND  
INVESTMENT PORTFOLIO  
BY TYPE OF INVESTMENT  
FOR THE QUARTER ENDED DECEMBER 31, 2019**

INVESTMENT POOL					
DATE	PURCHASED	REDEEMED	NET ASSET VALUE	FACE VALUE	MARKET VALUE
9/30/2019			1.00	\$ 80,174	\$ 80,174
10/30/2019	\$ 130	\$ -	1.00	\$ 80,304	\$ 80,304
11/30/2019	\$ 111	\$ -	1.00	\$ 80,415	\$ 80,415
12/31/2019	\$ 111	\$ -	1.00	\$ 80,526	\$ 80,526
<b>TOTAL DEBT SERVICE FUND AS OF 12/31/2019</b>					<b>\$ 80,526</b>

<b>TOTAL DEBT SERVICE FUND INVESTMENT PORTFOLIO AS OF 12/31/2019</b>	<b>\$ 80,526</b>
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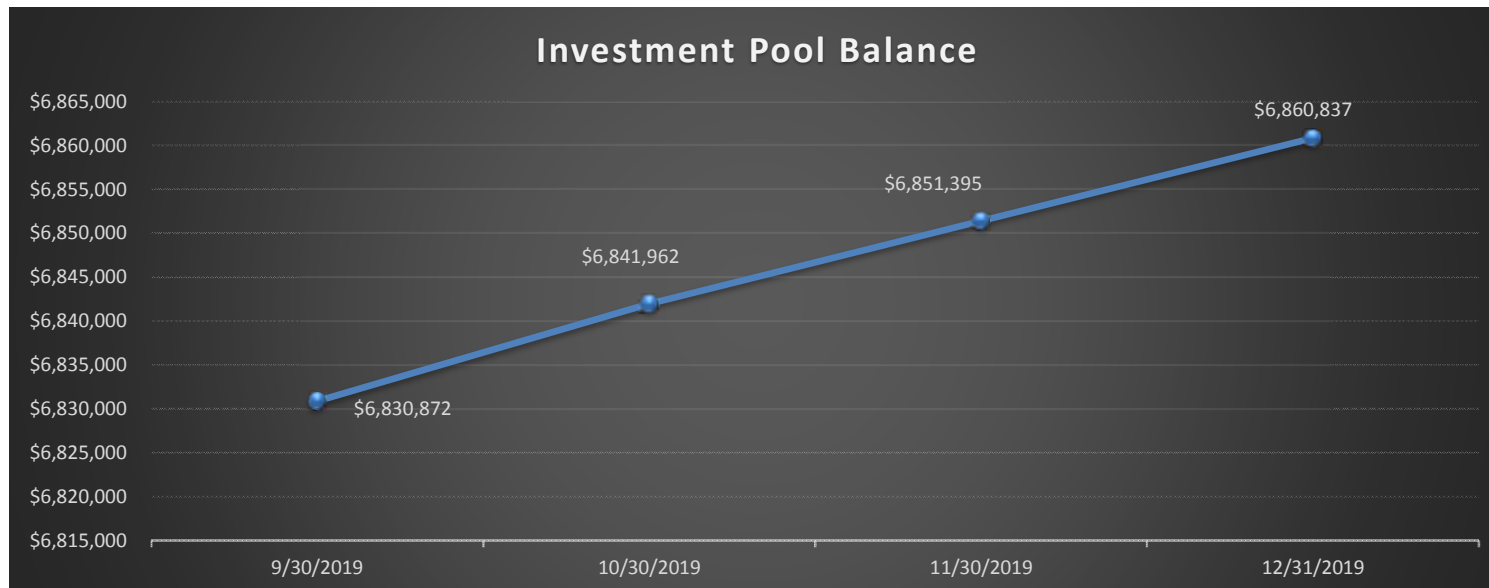
**Note:** Investment balance increase due to the interest income.



**SPECIAL REVENUE FUNDS  
INVESTMENT PORTFOLIO  
BY TYPE OF INVESTMENT  
FOR THE QUARTER ENDED DECEMBER 31, 2019**

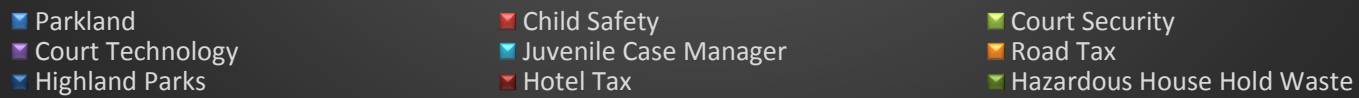
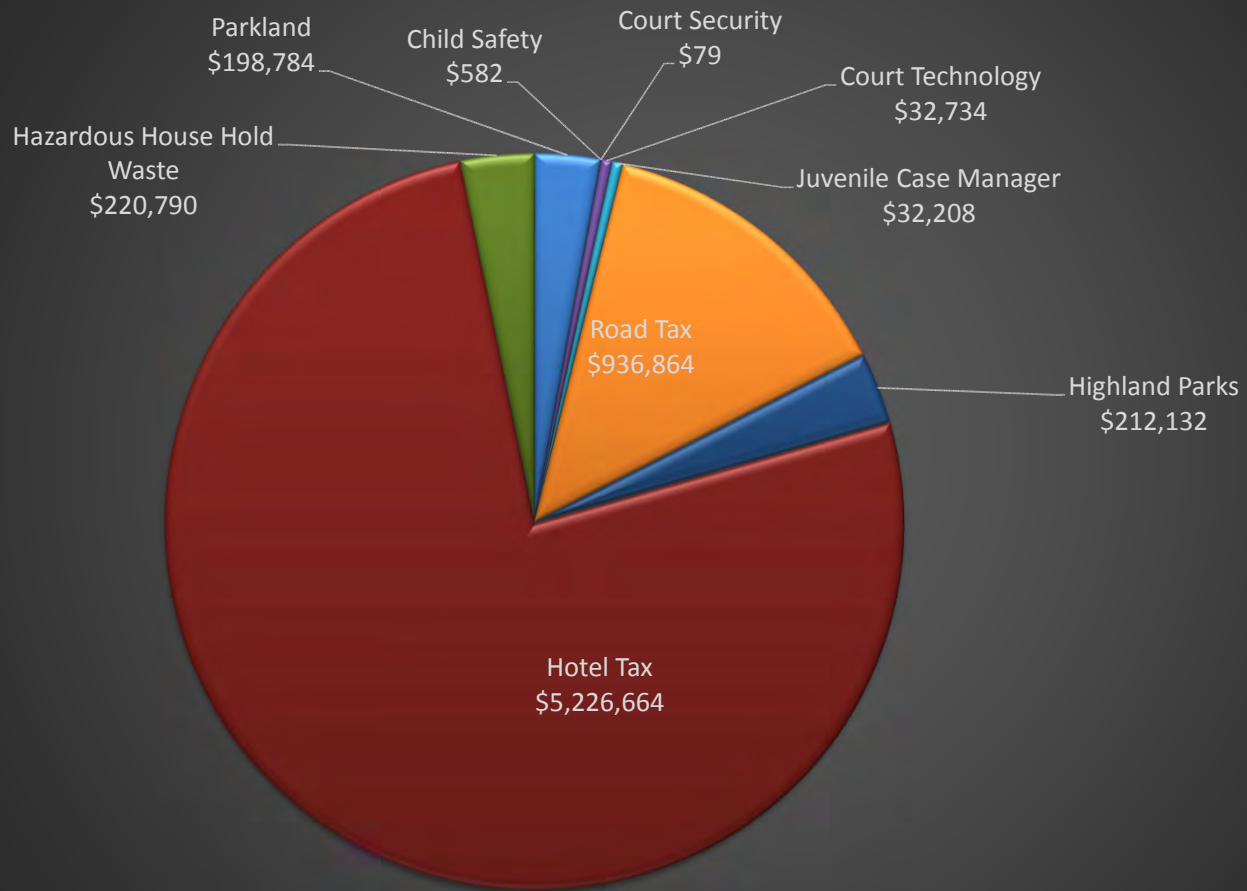
INVESTMENT POOL					
DATE	PURCHASED	REDEEMED	NET ASSET VALUE	FACE VALUE	MARKET VALUE
9/30/2019			1.00	\$ 6,830,872	\$ 6,830,872
10/30/2019	\$ 11,090		1.00	\$ 6,841,962	\$ 6,841,962
11/30/2019	\$ 9,433		1.00	\$ 6,851,395	\$ 6,851,395
12/31/2019	\$ 9,442		1.00	\$ 6,860,837	\$ 6,860,837
<b>TOTAL SPECIAL REVENUE FUNDS AS OF 12/31/2019</b>					<b>\$ 6,860,837</b>

<b>TOTAL SPECIAL REVENUE FUNDS INVESTMENT PORTFOLIO AS OF 12/31/2019</b>	<b>\$ 6,860,837</b>
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**Note:** Investment balance increase due to the interest income.

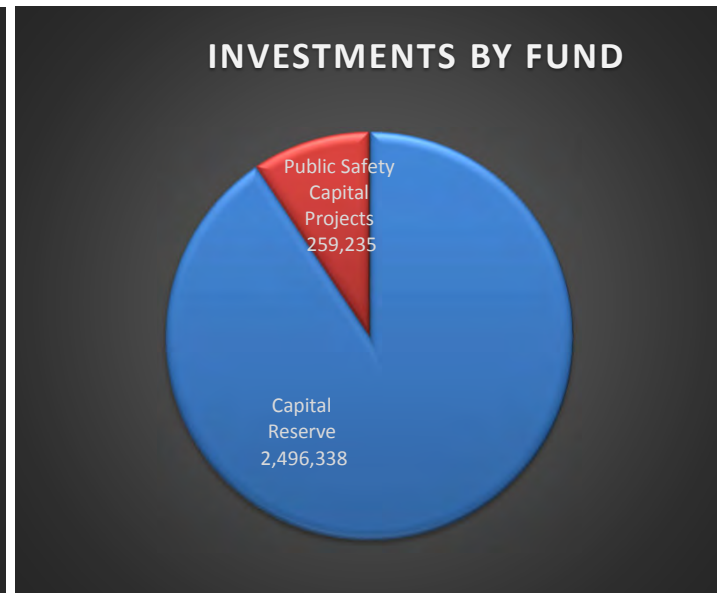
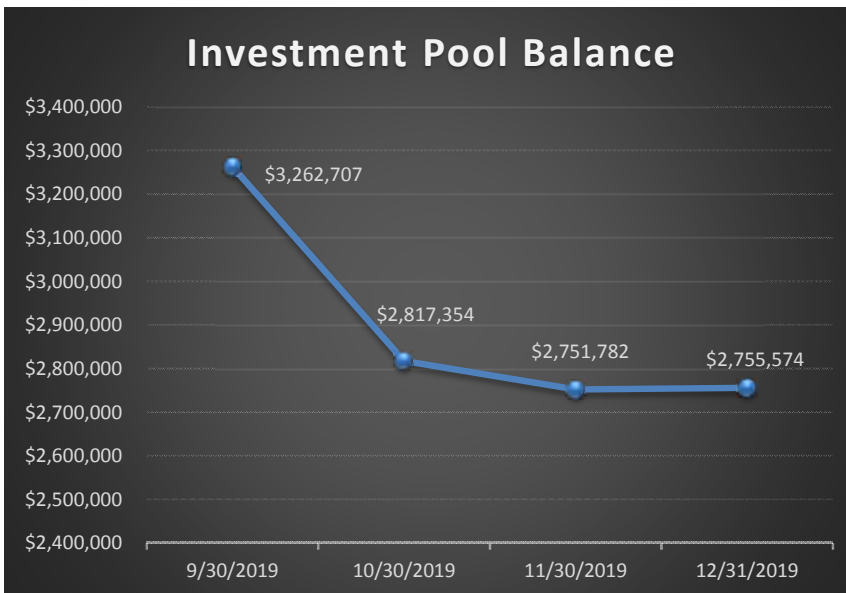
## INVESTMENTS BY FUND



**CAPITAL PROJECTS FUNDS  
INVESTMENT PORTFOLIO  
BY TYPE OF INVESTMENT  
FOR THE QUARTER ENDED DECEMBER 31, 2019**

INVESTMENT POOL					
DATE	PURCHASED	REDEEMED	NET ASSET VALUE	FACE VALUE	MARKET VALUE
9/30/2019			1.00	\$ 3,262,707	\$ 3,262,707
10/30/2019	\$ 5,297	\$ 450,650	1.00	\$ 2,817,354	\$ 2,817,354
11/30/2019	\$ 3,878	\$ 69,450	1.00	\$ 2,751,782	\$ 2,751,782
12/31/2019	\$ 3,792		1.00	\$ 2,755,574	\$ 2,755,574
<b>TOTAL CAPITAL PROJECTS FUND AS OF 12/31/2019</b>					<b>\$ 2,755,574</b>

<b>TOTAL CAPITAL PROJECTS FUND INVESTMENT PORTFOLIO AS OF 12/31/2019</b>	<b>\$ 2,755,574</b>
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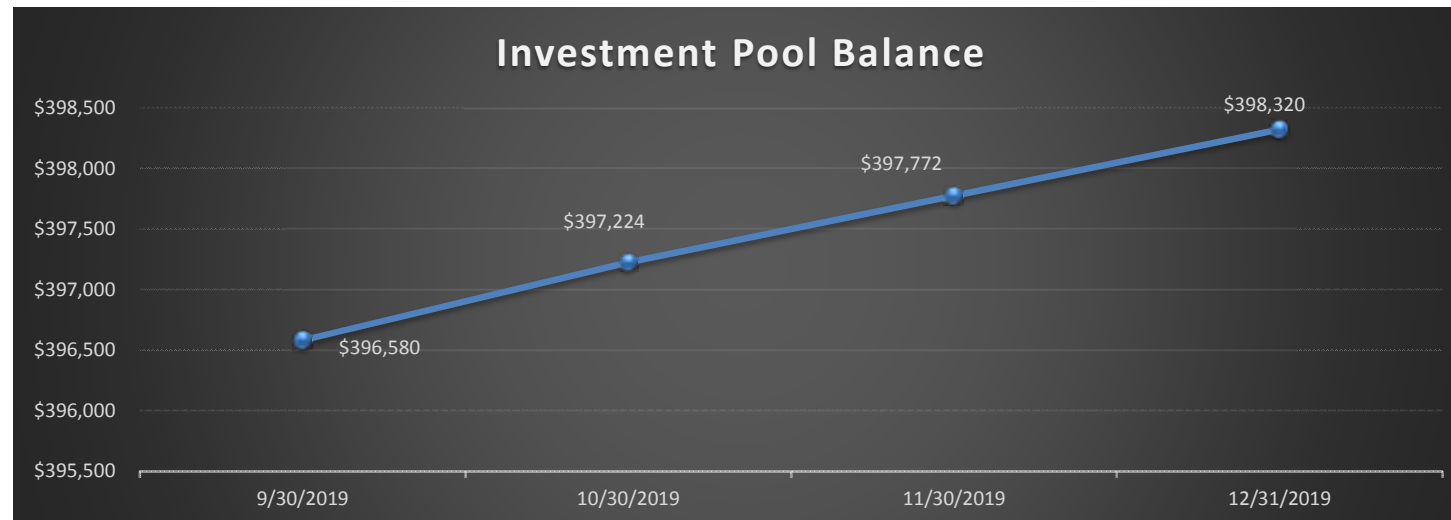


**Note:** Investment balance reduction to fund the \$350,000 transfer to the wildfire mitigation fund and pay for the city park lower Level restroom, patrol vehicles and computer hardware and software for the police department.

**PROPRIETARY FUND  
INVESTMENT PORTFOLIO  
BY TYPE OF INVESTMENT  
FOR THE QUARTER ENDED DECEMBER 31, 2019**

INVESTMENT POOL					
DATE	PURCHASED	REDEEMED	NET ASSET VALUE	FACE VALUE	MARKET VALUE
9/30/2019			1.00	\$ 396,580	\$ 396,580
10/30/2019	\$ 644		1.00	\$ 397,224	\$ 397,224
11/30/2019	\$ 548		1.00	\$ 397,772	\$ 397,772
12/31/2019	\$ 548		1.00	\$ 398,320	\$ 398,320
<b>TOTAL PROPRIETARY FUND AS OF 12/31/2019</b>					<b>\$ 398,320</b>

<b>TOTAL PROPRIETARY FUND INVESTMENT PORTFOLIO AS OF 12/31/2019</b>	<b>\$ 398,320</b>
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**Note:** Investment balance increase due to the interest income.

Item # 11

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City of Lakeway  
Treasurer's Report  
December 31, 2019

The City continues to operate within its resources. All payments have been made on the order of the Interim City Manager, attested by the Finance Director under the seal of the City.

The Treasurer has reviewed the Financial Report of the City for the month of December 31, 2019, which will be presented to the Council by the Finance Director. The city continues to be in a strong financial position.

Cash Balances within the City's Funds were as follows:

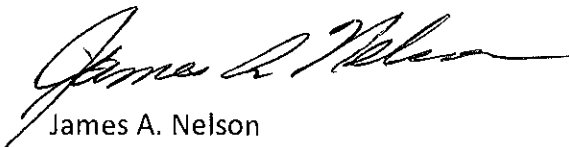
General Fund	\$ 6,393,389
Hotel Occupancy Tax Fund	5,834,569
Capital Reserve Fund	3,889,265
Capital Project -PD Facility	275,642
All Other Funds	<u>4,787,458</u>
Total	\$ 21,180,322

The cash was held in the following institutions:

TexPool	\$ 14,712,487
Prosperity Bank	6,465,141
Petty Cash	<u>2,694</u>
Total	\$ 21,180,322

The City has three CDs in the amount of \$245,000 each. Two of these CDs mature in January 2020 with the remaining CD maturing in February 2020.

Respectfully,



James A. Nelson  
Treasurer

Item # 12

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# December 2019 Financial Report

Shereen Gendy, CPA  
City of Lakeway

Finance Director



# BUDGET VS ACTUALS COMPARISON

## General Fund

### Fiscal Year 2019-2020 Budget vs Actual

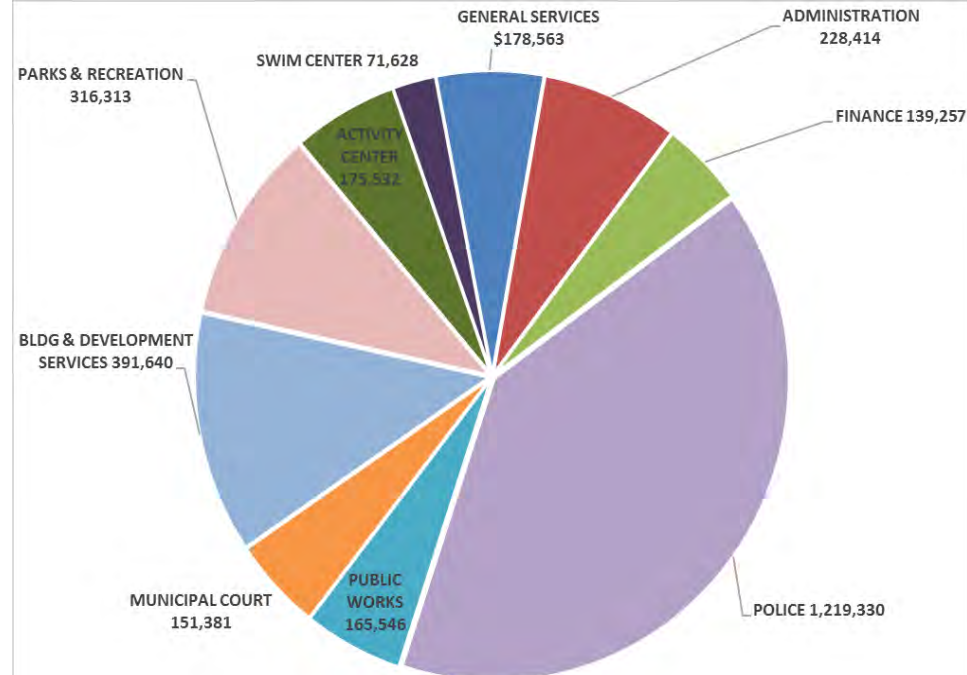
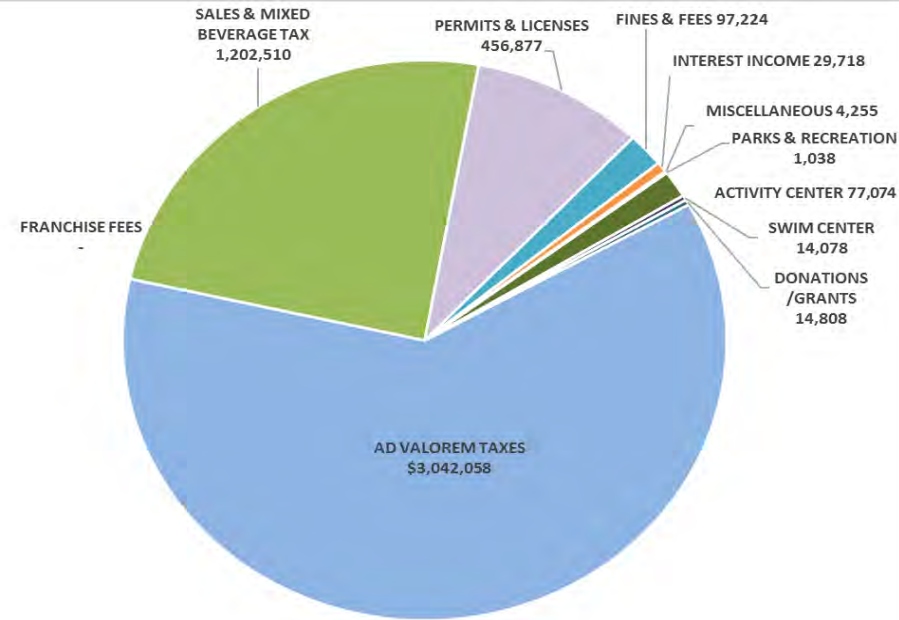
#### REVENUE

Budget	\$ 4,836,723
Actual	<u>\$ 4,939,641</u>
Variance	\$102,918

#### EXPENSES

Budget	\$ 3,132,920
Actual	<u>\$ 3,037,603</u>
Variance	\$95,316

Total Variance \$198,234



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## YOUNG MEN'S SERVICE LEAGUE LAKE TRAVIS CHAPTER

2020

- Whereas,** Young Men's Service League is a non-profit organization that initiates and encourages young men and their mothers to pursue philanthropic involvement in their community and provides an opportunity to enhance mother/sons relationships; and
- Whereas,** Young Men's Service League, Inc. has a National Board of Directors which governs and promotes the expansion of YMSL Chapters throughout the United States to allow young men and their mothers to assist, serve and support those who are in need in their communities; and
- Whereas,** Through their "Ultimate Gift" project Hamilton Greenbelt Clean-up, the group spent four days with the Lake Travis Fire Department removing seventeen tons of logs and dead brush to reduce the fuel load in our Greenbelt helping to prevent the spread of wildfires; and
- Whereas,** The Young Men's Service League Cavalier's Chapter was founded in 2015 and draws its membership from Lake Travis High School; and
- Whereas,** Young Men's Service League have 201 mothers and sons serving 26 different philanthropies in addition to serving their philanthropies, their young men hold a variety of leadership positions and learn life skills.

### **Now Therefore:**

I, Sandra L. Cox, Mayor of the City of Lakeway and all of the members of the Lakeway City Council, do hereby proclaim Tuesday, January 21, 2020 as "Young Men's Service League Cavalier's Chapter Day" in the City of Lakeway, Texas.

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Sandra L. Cox, Mayor

ATTEST:

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Jo Ann Touchstone, City Secretary

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**Julie Oakley, CPA**  
**City Manager**

## **Staff Report**

**Meeting date:** January 21, 2020

**Agenda item:**

Consider approving a resolution suspending the February 6, 2020 effective date of the Statement of Intent of Texas Gas Service Company to increase rates within the Central Texas Service Area.

**Background:**

On December 20, 2019, Texas Gas Service Company ("TGS" or "Company") a Division of ONE Gas, Inc. ("ONE Gas"), pursuant to Subchapter C of Chapter 104 of the Gas Utility Regulatory Act, filed its Statement of Intent to change gas rates at the Railroad Commission of Texas ("RRC") and in all municipalities exercising original jurisdiction within the City of Beaumont and the incorporated areas of the Central Texas Service Area ("CTSA") and Gulf Coast Service Area ("GCSA"), effective February 6, 2020.

TGS is seeking to increase its gas rates on a system-wide basis by \$17 million per year, which is an increase of 9.43% including gas costs, or 15.64% excluding gas costs. TGS also proposes to consolidate the CTSA, GCSA, and the City of Beaumont into a new service area called the Central-Gulf Service Area ("CGSA"). TGS is also requesting: (1) Commission approval of depreciation rates for Direct and Division distribution and general plant within the proposed CGSA; (2) a prudence determination for capital investment made in the proposed CGSA through December 31, 2019; (3) a finding by the RRC that ONE Gas' acquisition of ONEOK Transmission Company ("OTC") and its assets is consistent with the public interest under the GURA § 102.051; (4) a finding from the RRC that the approvals of administrative orders by the Gas Services Department of the RRC based on the Accounting Order in Gas Utilities Docket ("GUD") No. 10695 are reasonable and accurate; (5) approval of the form of notice pursuant to the Company's rate schedule for pipeline integrity costs; and (6) approval to recover rate case expenses associated with the filing through a surcharge on rates.

TGS proposes the implementation of new CGSA tariffs and the withdrawal of the CTSA and GCSA incorporated and environs tariffs. The Company's new proposed tariff includes: (1) a new residential A/B rate design that provides options for customers based on usage patterns; (2) rate schedules for unmetered gas street lights; (3) a rate schedule rider to return excess deferred income taxes back to customers; (4) a rate schedule to recover approved Hurricane Harvey costs; (5) a rate schedule to recover pipeline integrity testing costs; and (6) a rate schedule that allows TGS to recover extraordinary expenses for restoring service after storms and natural disasters.

The resolution suspends the February 6, 2020 effective date of the Company's rate increase for the maximum period permitted by law to allow the City, working in conjunction with other similarly situated cities with original jurisdiction served by TGS, to evaluate the filing, to determine whether the filing complies with the law, and if lawful, to determine what further strategy, including settlement, to pursue.

The law provides that a rate request made by cannot become effective until at least 35 days following the filing of the application to change rates. The law permits the City to suspend the rate change for 90 days after the date the rate change would otherwise be effective. If the City fails to take some action regarding the filing before the effective date, TGS's rate request is deemed approved.

### **Explanation of "Be It Resolved" Sections:**

Section 1. The City is authorized to suspend the rate change for 90 days after the date that the rate change would otherwise be effective for any legitimate purpose. Time to study and investigate the application is always a legitimate purpose. Please note that the resolution refers to the suspension period as "the maximum period allowed by law" rather than ending by a specific date. This is because the Company controls the effective date and can extend the deadline for final city action to increase the time that the City retains jurisdiction if necessary to reach settlement on the case. If the suspension period is not otherwise extended by the Company, the City must take final action on TGS's request to increase rates by February 6, 2020.

Section 2. This provision authorizes the City to participate in a coalition of cities served by TGS in order to more efficiently represent the interests of the City and their citizens.

Section 3. This section authorizes the hiring of attorney Thomas Brocato and the law firm of Lloyd Gosselink to represent the City in the matters related to TGS's application to increase its rates.

Section 4. This section authorizes the City's intervention in TGS's application for approval to increase its rates before the Railroad Commission in GUD No. 10928.

Section 5. The Company will reimburse the cities for their reasonable rate case expenses. Legal counsel and consultants approved by the coalition of cities will submit monthly invoices that will be forwarded to TGS for reimbursement. No individual city incurs liability for payment of rate case expenses by adopting a suspension resolution.

Section 6. This section merely recites that the resolution was passed at a meeting that was open to the public and that the consideration of the Resolution was properly noticed.

Section 7. This section provides that both TGS's counsel and counsel for the cities will be notified of the City's action by sending a copy of the approved and signed resolution to certain designated individuals.

### **Fiscal Impact:**

There is no fiscal impact directly associated with passage of this resolution.

**Enclosure(s):** Copy of the resolution

**RESOLUTION NO. 2020-01-21-03**

**A RESOLUTION OF THE CITY OF LAKEWAY, TEXAS SUSPENDING THE FEBRUARY 6, 2020 EFFECTIVE DATE OF TEXAS GAS SERVICE COMPANY'S REQUESTED INCREASE TO PERMIT THE CITY TIME TO STUDY THE REQUEST AND TO ESTABLISH REASONABLE RATES; APPROVING COOPERATION WITH OTHER CITIES IN THE TEXAS GAS SERVICE COMPANY'S CENTRAL TEXAS AND GULF COAST SERVICE AREAS; HIRING LEGAL AND CONSULTING SERVICES TO NEGOTIATE WITH THE COMPANY AND DIRECT ANY NECESSARY LITIGATION AND APPEALS; AUTHORIZING INTERVENTION IN GUD NO. 10928 AT THE RAILROAD COMMISSION; REQUIRING REIMBURSEMENT OF CITIES' RATE CASE EXPENSES; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL**

**WHEREAS**, on or about December 20, 2019, Texas Gas Service Company, a Division of ONE Gas, Inc. ("TGS" or "Company"), pursuant to Gas Utility Regulatory Act § 104.102, filed with the City of Lakeway ("City") a Statement of Intent to change gas rates in all municipalities exercising original jurisdiction within the City of Beaumont, the Central Texas Service Area, and Gulf Coast Service Area, and to consolidate these Service Areas into the proposed Central-Gulf Service Area, effective February 6, 2020; and

**WHEREAS**, the City is a gas customer of TGS and a regulatory authority with exclusive original jurisdiction over the rates and charges of TGS within the City; and

**WHEREAS**, it is reasonable for the City of Lakeway to cooperate with other similarly situated cities in conducting a review of the Company's application and to hire and direct legal counsel and consultants and to prepare a common response and to negotiate with the Company and direct any necessary litigation; and

**WHEREAS**, the Gas Utility Regulatory Act § 104.107 grants local regulatory authorities the right to suspend the effective date of proposed rate changes for ninety (90) days; and

**WHEREAS**, Texas Gas Company has filed an application with the Railroad Commission, Gas Utilities Docket (GUD) No. 10928 that could become the docket into which appeals of city action on the TGS filing are consolidated; and

**WHEREAS**, the Gas Utility Regulatory Act § 103.022 provides that costs incurred by Cities in ratemaking activities are to be reimbursed by the regulated utility.

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

**SECTION 1.** That the February 6, 2020, effective date of the rate request submitted by TGS on or about December 20, 2019, be suspended for the maximum period allowed by law to permit adequate time to review the proposed changes and to establish reasonable rates.

**SECTION 2.** That the City is authorized to cooperate with other cities in the TGS service area to hire and direct legal counsel and consultants, negotiate with the Company, make recommendations to the City regarding reasonable rates and to direct any necessary administrative proceedings or court litigation associated with an appeal of a rate ordinance and the rate case filed with the City or Railroad Commission.

**SECTION 3.** That, subject to the right to terminate employment at any time, the City of Lakeway hereby authorizes the hiring of Thomas Brocato of the law firm of Lloyd Gosselink Rochelle & Townsend, P.C., and consultants to represent the City in all matters associated with the TGS application to increase rates and appeals thereof.

**SECTION 4.** That intervention in Railroad Commission GUD No. 10928 is authorized.

**SECTION 5.** That the City's reasonable rate case expenses shall be reimbursed by TGS.

**SECTION 6.** That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

**SECTION 7.** A copy of this Resolution shall be sent to TGS, care of Stephanie G. Houle, Texas Gas Service Company, Barton Skyway IV, 1301 S. Mopac, Suite 400, Austin, Texas 78746 (Stephanie.Houle@onegas.com), and to Thomas Brocato at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701 (tbrocato@lglawfirm.com).

**PASSED AND APPROVED** this 21<sup>st</sup> day of January, 2020.

ATTEST:

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Sandra L. Cox, Mayor  
City of Lakeway

---

Jo Ann Touchstone, City Secretary  
City of Lakeway



Item # 16

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**City of Lakeway City Council  
2020 Meeting Schedule - DRAFT**

*All Special Meetings are scheduled at 2:00 p.m. All Regular Meetings are scheduled at 6:30 p.m.*

**JANUARY**

Special Meeting: Monday, January 13<sup>th</sup>  
Regular Meeting: Tuesday, January 21<sup>st</sup>

**FEBRUARY**

Special Meeting: Monday, February 3<sup>rd</sup>  
Regular Meeting: Tuesday, February 18<sup>th</sup>

\*Order May Election by Feb. 14<sup>th</sup>

**MARCH**

Special Meeting: Monday, March 2<sup>nd</sup>  
Regular Meeting: Monday, March 16<sup>th</sup>

**APRIL**

Special Meeting: Monday, April 6<sup>th</sup>  
Regular Meeting: Monday, April 20<sup>th</sup>

**MAY**

Special Meeting: Monday, May 4<sup>th</sup>  
Regular Meeting: Monday, May 18<sup>th</sup>

\*Election Canvass Period May 5<sup>th</sup> – 13<sup>th</sup>

**JUNE**

Special Meeting: Monday, June 1<sup>st</sup>  
Regular Meeting: Monday, June 15<sup>th</sup>

**JULY**

Special Meeting/Budget: Monday, July 6<sup>th</sup>  
Regular Meeting: Monday, July 20<sup>th</sup>  
\*Budget Work Session July 20<sup>th</sup> – 2:00 p.m.

**AUGUST**

Special Meeting/Budget: Monday, Aug. 3<sup>rd</sup>  
Regular Meeting/Propose Tax Rate, Aug. 17<sup>th</sup>

1<sup>st</sup> pub. hearing & budget work session – Aug. 24<sup>th</sup>

\*Order Nov. Election by Sept. 2<sup>nd</sup>

**SEPTEMBER**

Special Meeting/Budget: Monday, Sept. 7<sup>th</sup>  
Regular Meeting: Monday, September 21<sup>st</sup>  
Adopt Budget & Tax Rate – Sept. 21<sup>st</sup>

**OCTOBER**

Special Meeting: Monday, October 5<sup>th</sup>  
Regular Meeting: Monday, October 19<sup>th</sup>

**NOVEMBER**

Special Meeting: Monday, November 2<sup>nd</sup>  
Regular Meeting: Monday, November 16<sup>th</sup>

\*Election Canvass Period Nov. 6<sup>th</sup> – 14<sup>th</sup>

**DECEMBER**

Special Meeting: Monday, December 7<sup>th</sup>  
Regular Meeting: Monday, December 21<sup>st</sup>

Item # 17

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## **Staff Report**

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**Meeting date:** January 21, 2020

**Agenda item:** Website Update

**Background:** A new website design (overlay) launched on January 16, 2020 at 1 p.m. This new website design project began with discussions from the Public Engagement Advisory Committee in late 2018 and early 2019 based on a desire from the community for improved website functionality. The project officially kicked off August of 2019. Feedback from the community, committee and staff were consolidated and sent to CivicPlus (the company operating our website) to come up with a design to improve functionality, communication (give and receive) and the overall look. The Communications Director and Sr. Admin Assistant not only reviewed feedback, but researched dozens of other community websites (similar to Lakeway) from across the country to come up with a design and layout to fit the brand of our city. The design elements were complete in October, and after several requested enhancements, the project was approved in December for a January 2020 launch.

Some of the new enhancements include:

- More information on the homepage to eliminate clicks
- A New Resident/Current Resident portal
- Enhanced links to the city's social media accounts, along with live Facebook and Twitter feeds on the main homepage, Parks and PD pages
- Mayor's message and better access to Councilmember pages
- Easier access to Council minutes and agendas, along with receiving community feedback
- Improved branding and "Welcome" message
- Improved calendar, with better separation and toggle between "Meetings" and "Events"
- More opportunity and space to promote city programs and events
- More pictures to show the beauty of Lakeway
- Video feature to showcase the city, programs and various departments
- Feature section to showcase different city departments

**Fiscal Impact:** The project is part of our contract with CivicPlus to be completed every 48 months, so no additional cost was incurred due to the new design. Annual CivicPlus cost currently at \$10,096.14.

**Enclosure(s):** None

Item # 18

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**Staff Report**

**Meeting date: January 21, 2020**

**May 2, 2020 General Election.** Consider approving Ordinance 2020-01-21-01 calling a General Election in the City of Lakeway on May 2, 2020, for the purpose of electing three (3) Councilmembers, and authorizing the Mayor to issue a Notice of Election.

**Background:** Terms are expiring for Councilmembers Higginbotham, Mastrangelo and Smith. All councilmembers have served one term and per the City Charter, are eligible to run for a second term. All have submitted an application for ballot as of January 15, 2020. The city is required by law to order the election by ordinance no later than February 14, 2020. The first day to file an application for ballot was Wednesday, January 15, 2020. The deadline to file an application for ballot is Friday, February 14, 2020 at 5:00 p.m.

**Fiscal Impact:** Election costs are shared by all participating entities within Travis County, and the amount budgeted is based on estimates from previous years. The city budgeted \$45,000 for FY 2020 election expenditures.

**Enclosure(s):** Ordinance No. 2020-01-21-01

**CITY OF LAKEWAY**  
**ORDINANCE NO. 2020-----**

**AN ORDINANCE OF THE CITY OF LAKEWAY, TEXAS, ORDERING A GENERAL ELECTION FOR THE PURPOSE OF ELECTING THREE (3) COUNCIL MEMBERS, SUCH ELECTION IS TO BE HELD ON THE 2ND OF MAY, 2020, IN THE CITY OF LAKEWAY, TEXAS; MAKING PROVISION FOR THE CONDUCT OF THE ELECTIONS; PROVIDING FOR OTHER MATTERS INCIDENTAL AND RELATED TO SUCH ELECTION.**

WHEREAS, the City Council of the City of Lakeway wishes to order a general election for the purpose of electing three (3) council members, by the qualified voters of the City of Lakeway; and

WHEREAS, the City Council wishes to proceed with the ordering of an election to be held on May 2, 2020; and

WHEREAS, the City of Lakeway has entered into an agreement dated October 21, 2014 for joint election services ("Election Agreement") with Travis County Elections Division which will provide voter availability-accessibility to Travis County early voting locations, ~~and~~ election day locations, ~~and providing accessibility~~ to the County's ~~DRE (Direct Recording Electronic) ES&S ExpressVote voting system-voting equipment~~ and certified HAVA-compliant voting equipment which preserves the City's compliance with Texas Election laws; and

WHEREAS, the said election is to be held more than seventy-eight (78) days from the date of adoption of this ordinance ordering the general election; and

WHEREAS, the City Council wishes to designate certain officials to conduct various aspects of election services for the City;

WHEREAS, in 2014 voters approved a charter amendment to move to three year terms for city officials in the city of Lakeway.

WHEREAS, in 2014 voters did not consider creating a place system for those positions.

WHEREAS, ~~hereas~~, in 2014 voters did not consider changing city elections to go from a plurality system to a majority vote system.

WHEREAS, Lakeway City Council cannot change the voting system from a plurality to a majority without voter approval.

WHEREAS, council adopted ordinances 2018-04-23-01 and 2018-05-16-01 suspending the charter provisions making three year terms of office.

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

SECTION 1. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

SECTION 2. A general election for the purpose of electing three (3) council members to two year terms, by the qualified voters of the City of Lakeway, is hereby ordered to be held on May 2, 2020, in conformance with all applicable laws and as provided in this Ordinance. Voting locations on election day will be open from 7:00 am to 7:00 pm.

SECTION 3. CONDUCT OF ELECTION.

- (a) Early voting by personal appearance will be conducted April 20, 2020 through April 28, 2020 in accordance with State of Texas election law administered by the Election Officer of Travis County Elections Division from the Travis County Central offices located at 5501 Airport Boulevard, Suite B100, Austin Texas 78751. Voters may vote at any established Travis County early voting mobile or permanent voting site on the dates and times of operation as conducted by the County. The main early voting location will be ACC-Highland Mall, 6101 Airport Blvd., Austin, TX. Lakeway area Election Precincts include but are not limited to:

Precinct 306, 319	Lakeway Heritage Center 963 Lohmans Crossing Rd, Lakeway, TX 78734
Precinct 308, 316	Travis Co Parks Office 14624 Hamilton Pool Rd, Austin, TX 78738
Precinct 320	Randalls Lakeway 2301 RR 620 South, Lakeway, TX 78734
Precinct 324	Bee Cave City Hall 4000 Galleria Pkwy, Bee Cave, TX 78738
Precinct 346	Serene Hills Elementary School 3301 Serene Hills Drive, Austin, TX 78738
Precinct 359	LTISD Educational Development Center 607 RR 620 North, Austin, TX 78738

Applications for a ballot by mail may be submitted to:



Travis County Early Voting Clerk  
PO Box 149325  
Austin, TX 77814-9325

The period to apply for a ballot by mail is January 1, 2020 through April 20, 2020. The application must be received by April 20, 2020 (mere postmarking by the deadline is insufficient).

In accordance with the Election Agreement the Travis County Election Officer has assumed the responsibility for recruiting election personnel and training thereof. The Travis County Election Officer is appointed to serve as the City's Election Officer and Early Voting Clerk and shall coordinate, supervise, and conduct all aspects of administering voting for the City's general elections.

- (b) In accordance with the Election Agreement, and in accordance with the Election laws of the State of Texas, election services for the voters of the City of Lakeway are to be administered by the Election Officer of the Travis County Elections Division from their Travis County Central offices located at 5501 Airport Boulevard, Suite B100, Austin Texas, 78751.

SECTION 4. All resident electors of the City shall be entitled to cast a vote in the general election of the City.

SECTION 5. The City Secretary of the City of Lakeway will perform those election duties listed (1) through (8) below and any other election duties that may not be delegated to another governmental entity:

- (1) preparing, adopting, and publishing all required election orders, ordinances, notices and other documents, including bilingual materials, evidencing action by the City of Lakeway necessary for the conduct of an election;
- (2) administer the City's duties under state and local campaign finance laws including but not limited to compliance with hours of operation, preparing and providing candidate information and filing forms for prospective interested citizens; receive filings for office and conduct the City's drawing for places on the ballot;
- (3) preparing the text for the City's official ballot in English and Spanish, as required by law;
- (4) providing the Election Officer with a list of candidates showing the order and the exact manner in which the candidates' names are to appear on the official ballot;
- (5) assist the County whenever possible when requested;
- (6) conduct the official canvass of the City of Lakeway election;
- (7) serve as the custodian of the City's election records; and

(8) filing the Participating Entity's annual voting system report to the Secretary of State as required under Chapter 123 et seq. of the Texas Election Code.

SECTION 6. All Resolutions and Ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters ordained herein.

SECTION 7. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 8. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and this Council hereby declares that this Ordinance would have been enacted without such invalid provision.

SECTION 9. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 10. This Ordinance shall be in force and effect from and after the date of its adoption.

PASSED AND APPROVED this the ----- day of -----, 2020.

CITY OF LAKEWAY, TEXAS

\_\_\_\_\_  
Sandra L. Cox, Mayor

ATTEST:

Jo Ann Touchstone, City Secretary

Item # 19

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Meeting Date: 1/21/2020

Charlotte Hodges, BDS Director

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## **Staff Report**

### **AGENDA ITEM:**

**Resolution No. 2020-1-21-04** – A Resolution accepting dedicated parkland from Serene Hills, LTD.

### **BACKGROUND INFORMATION:**

Serene Hills is a 456 acre development located north of Highway 71 and west of Serene Hills Dr. The Preliminary Plan for the overall development includes more than 300 single-family lots, a 34 acre multi-family development, 40 acres of commercial land, 8.26 acres of public parkland and over 136 acres of open space or greenbelt property. The development is nearing build-out.

In 2013, City Council approved a preliminary plan for Serene Hills that identified 8.26 acres of land to be dedicated to the city for use as public parkland. This acreage meets the slope and access design standards required for public parkland. In addition to this approval, the preliminary plan revision stated that the proposed trail system included in the preliminary plan revision would satisfy the required cost of improvements by Serene Hills, LTD. The remaining \$200,000 was to be paid to the city by the multi-family development. This payment has since been received by the city.

The developer has completed the required trail system and has drafted the appropriate documents to deed the required public parkland to the City along with easements covering the completed trail system for the purposes of maintenance and accessibility. In addition to this requirement, the developer is proposing to dedicate an additional 68 acres of open space land to the city and an additional trail system, spanning the western half of the development towards Highway 71.

The included resolution, if approved, would accept the required parkland and the additional 68 acres of open space along with the completed trail system. The resolution would authorize the City Manager to execute necessary agreements and documentation to complete this action and would require the developer to subdivide and re-zone the property accordingly.

The Parks and Recreation Director along with the Parks and Recreation Committee have walked the completed trails and reviewed the additional land proposed for dedication to the City and have expressed an interest in acceptance.

This agenda item is a follow-up from the December 16, 2019 City Council meeting. City Council reviewed the below information regarding parkland dedication proposed by the developer of Serene Hills. Several topics were discussed and questions were asked of staff which are answered below.

**ADA Compliance:** In general, public facilities should either be ADA compliant or, at a minimum, working towards compliance to provide accessibility to all. This statement, however, is a general

reference for facilities such as parking lots, restrooms, recreation centers, etc., and is not specific to a recreational trail system.

The question of ADA compliance is a highly technical issue that will require an expert opinion. Staff has included language in the proposed resolution stating that acceptance of the parkland and trail system is contingent upon a design professional attesting to the projects ADA compliance or expert opinion that ADA compliance is not necessary or an issue in this situation.

**Floodplain:** The trail system that has been completed by the developer is not located in the floodplain. There is a small section of floodplain identified on the southeastern portion of land proposed to be dedicated to the city (Prop. ID 837202), however the trail system begins outside of the identified floodplain.

**Maintenance Costs:** Presentation by Andra Bennett, Parks & Rec. Director

**Fire Hazard:** Presentation by Andra Bennett, Parks & Rec. Director

**Parking:** Establishment of parking for public accessibility was not a requirement of the developer and does not exist at this time. Current users are able to park at the mail kiosk on Crestone Stream Drive and access the trail system. Land is available, however, along Serene Hills Drive that staff has identified as a viable future public parking option.

**ACTION REQUESTED:**

City Council determination regarding Resolution 2020-1-21-04.

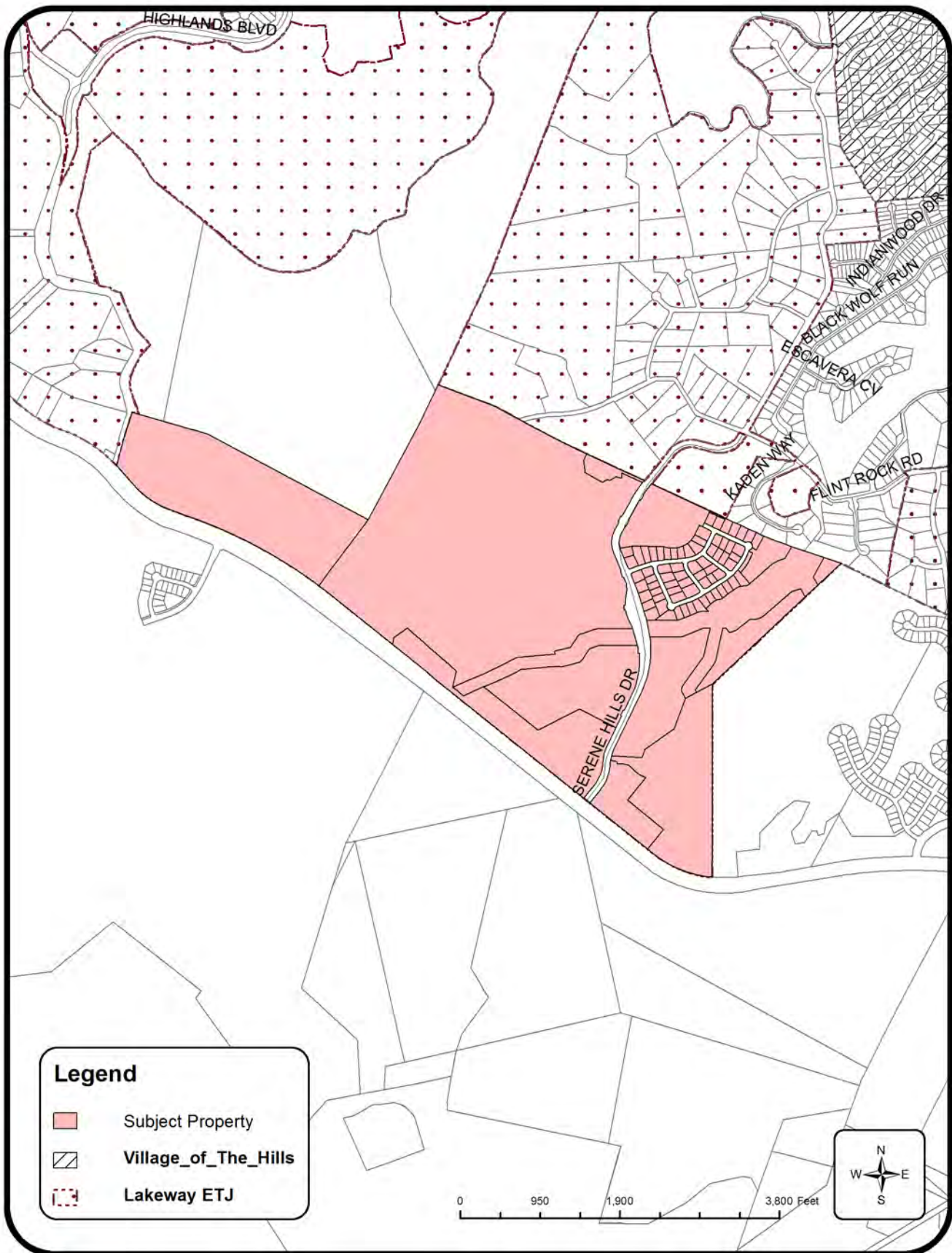
**Next Steps:**

City staff will follow-through with researching any contingencies. Once conditions have been met accordingly, the developer will be required to Plat/Re-Plat the accepted lots and re-zone accepted lots to Public Park (P-1). These items will come back to City Council for final review and determination.

**ATTACHMENTS:**

- Exhibit A/A<sup>2</sup>: Letter
- Exhibit B: Map of Proposed Dedication
- Exhibit C: Map of Trails and Open Space
- Exhibit D: As-builts of Current Trails
- Exhibit E: Photos
- Exhibit F: Prelim Plan Identifying Parkland Dedication Requirements
- Exhibit G: Special Warranty Deed
- Exhibit H: Resolution 2020-1-21-04

# Serene Hills



*"This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries."*

## **Exhibit A**

October 9, 2019

Ms. Charlotte Hodges  
City of Lakeway, Building and Development Director  
1102 Lohmans Crossing  
Lakeway, Texas 78734

**Subject: Serene Hills Ltd Land Dedication**

Dear Ms. Hodges:

I'm writing to follow up on the meeting we had last month. In order to comply with Serene Hills Ltd's obligations per the approved Preliminary Plan for the Serene Hills Development, we propose to deed the following properties to the City of Lakeway:

Lot 701 – TCAD 845755

Lot 742 – TCAD 834233

Lot 743 – TCAD 895962

TCAD 836990 - 4 acres (not platted)

TCAD 837202 - 18.78 acres (not platted)

I've attached an exhibit that illustrates where each property is located. I've also attached an exhibit that shows the trails that were proposed as part of parkland dedication with the Preliminary Plan, an exhibit that shows an as-built of the trails that were actually built (note we built much more than originally proposed) and the easements over the trails.

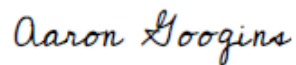


## Exhibit A<sup>2</sup>

With the proposed land dedication and trail construction we have exceeded our obligation for parkland dedication and improvements. Please accept our request for land dedication. We have the deeds for these properties being prepared. I will provide those deeds to you shortly, under separate cover.

Please let me know if you need additional information in order to accept the proposed land dedication.

Sincerely

A handwritten signature in cursive script that reads "Aaron Googins".

Aaron Googins

On behalf of Serene Hills, Ltd

Exhibit B: Areas in green are proposed for dedication to the City of Lakeway



SERENE HILLS, LTD.  
July 10, 2013  
TRAILS AND OPEN SPACE



Exhibit C:



## Exhibit D: As-Built of the Current Trail System





## Exhibit E: Photos of the Completed Trail System









[illegible]

**Exhibit G: Special Warranty Deed**

**NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.**

**SPECIAL WARRANTY DEED**

**THE STATE OF TEXAS                   §  
  §     **KNOW     ALL     MEN     BY     THESE**  
  **PRESENTS:**  
COUNTY OF TRAVIS                 §**

**Serene Hills, Ltd.**, a Texas limited partnership, ("Grantor"), for and in consideration of the sum of good and valuable consideration paid by **The City of Lakeway** ("Grantee"), whose mailing address is c/o 2101 Lakeway Boulevard, Suite 100, Lakeway, Texas 78734, the receipt and sufficiency of which consideration are hereby acknowledged and confessed, has GRANTED, SOLD AND CONVEYED, and by these presents does GRANT, SELL AND CONVEY unto Grantee, subject to all of the reservations, exceptions, and other matters set forth or referred to herein, the following described real property, together with all improvements thereon, if any (collectively, the "Property"), to-wit:

19.80 acres, more or less, described in **Exhibit "A"** attached hereto and incorporated by reference herein (being the same property in Travis Central Appraisal District Property ID 837202);

Lot 701, Serene Hills Subdivision Phase 2W, according to the plat recorded in Document No. 201400153, Official Public Records, Travis County, Texas (being the same property in Travis Central Appraisal District Property ID 845755);

Lot 742, Serene Hills Subdivision Phase 3Wa and Replat of Lot 402, Serene Hills Phase 1B, according to the plat recorded in Document No. 201300186, Official Public Records, Travis County, Texas (being the same property in Travis Central Appraisal District Property ID 834233);

Lot 743, Serene Hills Subdivision Phase 4W, according to the plat recorded in Document No. 201700234, Official Public Records, Travis County, Texas (being the same property in Travis Central Appraisal District Property ID 895962); and

4 acres, more or less, described in **Exhibit "B"** attached hereto and incorporated by reference herein (being the same property in Travis Central Appraisal District Property ID 836990).



TO HAVE AND TO HOLD the Property, together with all and singular the rights and appurtenances thereto in anywise belonging unto Grantee, and Grantee's successors or assigns, forever, and, subject to all of the matters set forth or referred to herein, Grantor does hereby bind itself and its successors to WARRANT AND FOREVER DEFEND all and singular the Property unto Grantee, Grantee's successors and assigns, against every person whomsoever lawfully claiming or to claim the same, or any part thereof, by, through or under Grantor, but not otherwise; provided, however, that this conveyance is made by Grantor and accepted by Grantee subject to: (a) all of the title exceptions revealed in or by those documents filed for public record and/or by visual inspection of the Property, to the extent the same are valid and subsisting and affect the Property; (b) all regulations, restrictions, laws, statutes, ordinances, obligations or other matters which affect the Property and which are imposed by or exist by reason of any regulatory, governmental or quasi-governmental districts, entities, agencies, authorities or other bodies of any kind or nature; and (c) all liens securing the payment of taxes or assessments for tax year 2020 and all subsequent years. Grantor has paid ad valorem property taxes on the Property for tax year 2019. By acceptance of this deed, Grantee assumes and agrees to pay agrees to hold Grantor harmless from and against all taxes and assessments relating to the Property, for 2020 and all subsequent years, including any penalties and rollback taxes assessed due to any change in use by Grantee.

**THE CONVEYANCE OF THE PROPERTY TO GRANTEE PURSUANT TO THIS DEED IS BEING MADE ON AN "AS IS," "WHERE IS" AND, "WITH ALL FAULTS" BASIS. GRANTOR MAKES NO WARRANTY OR REPRESENTATION WITH RESPECT TO THE PROPERTY, EXPRESS OR IMPLIED, OR ARISING BY OPERATION OF LAW, INCLUDING, BUT IN NO WAY LIMITED TO, (i) ANY WARRANTY OF MERCHANTABILITY, CONDITION, HABITABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OF THE PROPERTY, (ii) ACCESS FROM THE PROPERTY TO ANY PUBLIC RIGHT OF WAY, (iii) THE ENVIRONMENTAL CONDITION OF THE PROPERTY AND THE PRESENCE OR ABSENCE OF OR CONTAMINATION BY HAZARDOUS MATERIALS OR THE COMPLIANCE OF THE PROPERTY WITH ALL REGULATIONS OR LAWS RELATING TO HEALTH OR THE ENVIRONMENT, (iv) THE SOIL CONDITIONS, DRAINAGE, FLOODING CHARACTERISTICS, UTILITIES OR OTHER CONDITIONS EXISTING IN OR TO THE PROPERTY, (v) THE COMPLIANCE OF THE PROPERTY WITH ANY REQUIREMENTS ESTABLISHED BY ANY APPLICABLE GOVERNMENTAL AUTHORITY WITH RESPECT TO THE PLATTING OR SUBDIVIDING THEREOF, AND (vi) THE COMPLIANCE OF THE PROPERTY WITH ANY REQUIREMENTS ESTABLISHED BY THE AMERICANS WITH DISABILITIES ACT EXCEPT AS EXPRESSLY SET FORTH IN THIS DEED.**

*[Signature Page Follows]*

EXECUTED AND DELIVERED the \_\_\_\_ day of \_\_\_\_\_, 2019.

GRANTOR:  
SERENE HILLS, LTD.,  
a Texas limited partnership

By: ES-DH SERENE, LLC,  
a Delaware limited liability company,  
its general partner

By:

— — — — —

Douglas Hunter,  
Authorized Signatory

## NOTARY ACKNOWLEDGMENT

STATE OF TEXAS                               §  
   §  
COUNTY OF TRAVIS                         §

This instrument was acknowledged before me on \_\_\_\_\_, 2019, by Douglas Hunter, Authorized Signatory of ES-DH SERENE, LLC, a Delaware limited liability company, general partner of Serene Hills, Ltd., a Texas limited partnership, on behalf of said entities.

Notary Public, State of Texas

My commission expires: \_\_\_\_\_

AFTER RECORDING, PLEASE RETURN TO:

McLean & Howard, LLP  
Attn: Leslie Keyser  
Barton Oaks Plaza, Building II  
901 South MoPac Expressway, Suite 225  
Austin, Texas 78746

**Exhibit “A”**

See following six (6) pages.

**DESCRIPTION OF A 19.80 ACRE TRACT PREPARED BY DELTA SURVEY GROUP INC., IN AUGUST 2019, LOCATED IN THE C. W. WALDRON SURVEY NO. 78, ABSTRACT 821, THE O. WOLFE SURVEY NO. 182, ABSTRACT 2525, THE T. C. R. R. CO. SURVEY 181, ABSTRACT 2259, AND THE J. A. PALVADO SURVEY NO. 547, ABSTRACT 645, IN TRAVIS COUNTY, TEXAS AND BEING A PORTION A REMAINDER OF A CALLED 456.978 ACRE TRACT CONVEYED TO SERENE HILLS, LTD., AND DESCRIBED DOCUMENT NUMBER 2007079264 OF THE OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, SAID 19.80 ACRE TRACT AS SHOWN ON ACCOMPANYING SKETCH, BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:**

**BEGINNING** at a ½ inch iron rod with "Delta Survey" cap found in a south line of Flint Valley Subdivision, a subdivision of record in Document Number 199900389, Official Public Records, Travis County, Texas, same being the northeast corner of Lot 403 of Serene Hills Subdivision 2E a subdivision of record in Document Number 201200034, Official Public Records, Travis County, Texas, and also being a north corner of said remainder portion of said 456.978 acre tract for the **POINT OF BEGINNING**;

**THENCE** with a south line of said Flint Valley Subdivision, same being a north line of said remainder portion of 456.978 acre tract, S71°22'23"E a distance of 407.63 feet to a calculated point for a northeast corner of said remainder portion of 456.978 acre tract, same being a northwest corner of a remainder of a called 15.747 acre tract conveyed to WCID-17 and described in Document Number 2011084172, Official Public Records, Travis County, Texas;

**THENCE** with southeast lines of said remainder portion of 456.978 acre tract, same being northwest lines of said remainder of 15.747 acres tract the following fourteen (14) courses and distances:

1. S29°44'42"W a distance of 272.09 feet to a calculated point,
2. S46°36'26"W a distance of 204.79 feet to a calculated point,
3. S71°33'54"W a distance of 111.27 feet to a calculated point,
4. S49°23'55"W a distance of 436.42 feet to a calculated point,
5. with the arc of a curve to the right an arc distance of 141.72 feet, through a central angle of 40°35'57", having a radius of 200.00 feet, and whose chord bears S69°41'58"W, a distance of 138.77 feet to a calculated point,
6. N90°00'00"W a distance of 36.51 feet to a calculated point,
7. S53°07'48"W a distance of 191.26 feet to a calculated point,
8. with the arc of a curve to the right an arc distance of 95.33 feet, through a central angle of 27°18'35", having a radius of 200.00 feet, and whose chord bears S66°35'35"W, a distance of 94.43 feet to a calculated point,
9. N45°15'53"W a distance of 73.20 feet to a calculated point,
10. with the arc of a curve to the right an arc distance of 30.52 feet, through a central angle of 17°29'07", having a radius of 100.00 feet, and whose chord bears S79°30'18"W, a distance of 30.40 feet to a calculated point,

11. S12°31'44"W a distance of 389.88 feet to a calculated point,
12. with the arc of a curve to the right an arc distance of 30.12 feet, through a central angle of 23°00'28", having a radius of 75.00 feet, and whose chord bears S24°02'00"W, a distance of 29.92 feet to a calculated point,
13. S35°32'16"W a distance of 398.60 feet to a calculated point, and
14. S26°33'54"E a distance of 32.98 feet to a calculated point in a north line of Mansions at Lakeway a subdivision of record in Document Number 201300276, Official Public Records, Travis County, Texas, same being a south line of said remainder portion of 456.978 acres tract;

**THENCE** S61°42'43"W a distance of 150.06 feet to a ½ inch iron rod with "Delta Survey" cap found for a north corner of said Mansions at Lakeway, same being a south corner of said remainder portion of 456.978 acres tract, and also being an east corner of a called 11.634 acre tract conveyed to WCID-17 and described in Document Number 2011084172, Official Public records, Travis County, Texas;

**THENCE** with east lines of said 11.634 acre tract, same being west lines of said remainder portion of 456.978 acres tract the following two (2) courses and distances:

1. N26°33'54"W a distance of 82.64 feet to a calculated point, and
2. with the arc of a curve to the right an arc distance of 81.29 feet, through a central angle of 62°06'10", having a radius of 75.00 feet, and whose chord bears N04°29'11"E, a distance of 77.37 feet to a calculated point in said common line;

**THENCE** with a northwest line of said remainder portion of 456.978 acres tract, same being a southeast line of said 11.634 acres tract and a southeast line of a called 4.000 acre tract conveyed to Serene Hills, LTD., described in Document Number 2013085420, Official Public Records, Travis County, Texas, N35°32'16"E at a distance of 68.90 feet passing the common corner of said 11.634 acre tract and said 4.000 acre tract, for a total distance of 428.49 feet to a calculated point;

**THENCE** continuing with northwest and south lines of said remainder portion of 456.978 acres tract, same being southeast and north lines of said 4.000 acres tract the following five (5) courses and distances:

1. N12°31'44"E a distance of 341.23 feet to a calculated point,
2. N90°00'00"W a distance of 88.04 feet to a calculated point,
3. S68°16'27"W a distance of 259.31 feet to a calculated point,
4. with the arc of a curve to the right an arc distance of 37.20 feet, through a central angle of 22°21'24", having a radius of 95.33 feet, and whose chord bears S78°49'08"W, a distance of 36.96 feet to a calculated point, and
5. S89°59'50"W a distance of 347.63 feet to a calculated point in the east right-of-way (ROW) line of Serene Hills Drive (ROW varies), same being a west corner of said remainder of 456.978 acres tract, and also being a northwest corner of said 4.000 acre tract;

**THENCE** with a west line of said remainder of 456.978 acres tract, same being the east ROW line of said Serene Hills Drive, with the arc of a curve to the left an arc distance of 204.04 feet, through a central angle of  $09^{\circ}11'27''$ , having a radius of 1272.00 feet, and whose chord bears  $N11^{\circ}08'54''W$ , a distance of 203.82 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found for the southwest corner of Lot 40 of said Serene Hills Subdivision 2E, same being a northwest corner of said remainder portion of 456.978 acres tract;

**THENCE** with south lines of said Serene Hills Subdivision 2E, same being north lines of said remainder portion of 456.978 acres tract the following fifteen (15) courses and distances:

1.  $N89^{\circ}59'51''E$  a distance of 367.75 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
  2.  $N68^{\circ}11'58''E$  a distance of 258.50 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
  3. with the arc of a curve to the right an arc distance of 38.03 feet, through a central angle of  $21^{\circ}47'25''$ , having a radius of 100.00 feet, and whose chord bears  $N79^{\circ}05'40''E$ , a distance of 37.80 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
  4.  $N89^{\circ}59'22''E$  a distance of 94.70 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
  5.  $N45^{\circ}15'53''W$  a distance of 50.18 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
  6.  $N44^{\circ}48'39''E$  a distance of 80.87 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
  7. with the arc of a curve to the right an arc distance of 77.99 feet, through a central angle of  $22^{\circ}20'37''$ , having a radius of 200.00 feet, and whose chord bears  $N56^{\circ}10'19''E$ , a distance of 77.50 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
  8. with the arc of a curve to the right an arc distance of 63.24 feet, through a central angle of  $18^{\circ}07'06''$ , having a radius of 200.00 feet, and whose chord bears  $N76^{\circ}24'10''E$ , a distance of 62.98 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
  9.  $N53^{\circ}07'48''E$  a distance of 192.83 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
  10. with the arc of a curve to the right an arc distance of 128.70 feet, through a central angle of  $36^{\circ}52'12''$ , having a radius of 200.00 feet, and whose chord bears  $N71^{\circ}33'54''E$ , a distance of 126.49 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
  11.  $N90^{\circ}00'00''E$  a distance of 29.19 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
  12.  $N49^{\circ}23'55''E$  a distance of 401.61 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
  13. with the arc of a curve to the right an arc distance of 77.38 feet, through a central angle of  $22^{\circ}09'59''$ , having a radius of 200.00 feet, and whose chord bears  $N60^{\circ}28'55''E$ , a distance of 76.89 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
  14.  $N71^{\circ}33'54''E$  a distance of 86.72 feet to a  $\frac{1}{2}$  inch iron rod with "Delta Survey" cap found,
- and

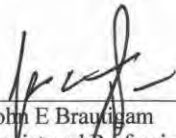
19.80 Acres

Page 4 of 6

15. N29°44'42"E a distance of 170.26 feet to the **POINT OF BEGINNING** and containing 19.80 acres of land, more or less.

**BEARING BASIS:** Texas State Plane Coordinate System, Central Zone, NAD 83/CORS

08-30-19  
Date

  
\_\_\_\_\_  
John E. Brautigam  
Registered Professional Land Surveyor  
No. 5057-State of Texas

Delta Survey Group, Inc.  
8213 Brodie Lane, Suite 102  
Austin, Texas 78745  
TBPLS Firm No. 10004700

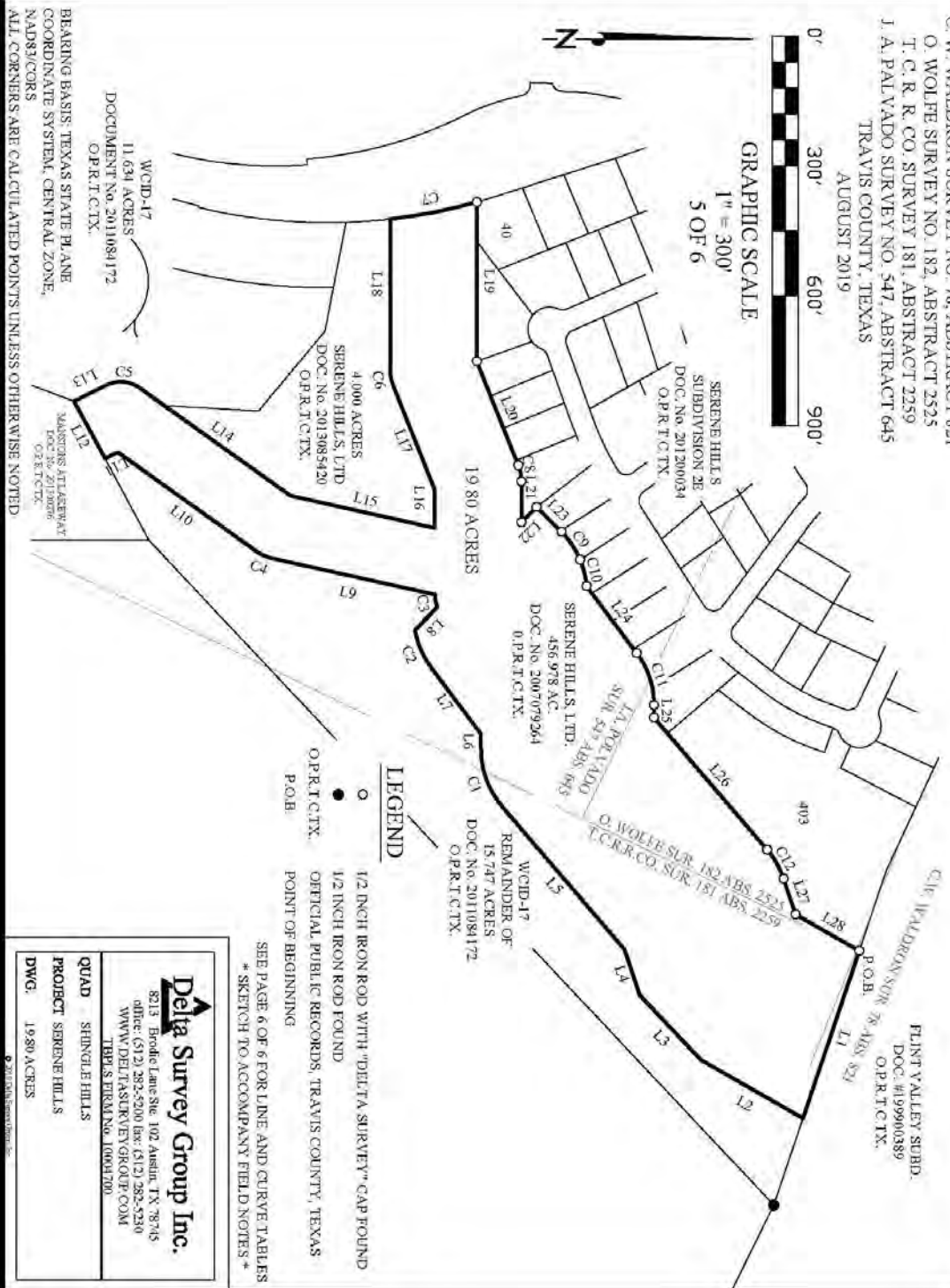




C. W. WALDRON SURVEY NO. 78, ABSTRACT 821  
 O. WOLFE SURVEY NO. 182, ABSTRACT 2525  
 T. C. R. CO. SURVEY 181, ABSTRACT 2259  
 J. A. PALVADO SURVEY NO. 547, ABSTRACT 645  
 TRAVIS COUNTY, TEXAS  
 AUGUST 2019



GRAPHIC SCALE  
 1" = 300'  
 5 OF 6



SEE PAGE 6 OF 6 FOR LINE AND CURVE TABLES  
 \* SKETCH TO ACCOMPANY FIELD NOTES \*

 <b>Delta Survey Group Inc.</b>	
8213 Brodie Lane Ste 102 Austin, TX 78745 office: (512) 282-5200 fax: (512) 282-5240 WWW.DELTASURVEYGROUP.COM	
<b>QUAD</b> SHINGLE HILLS <b>PROJECT</b> SERENE HILLS <b>DWG.</b> 1980 ACRES	TAP'S EIRAL No. 10004700

CURVE	RADIUS	ARC	CHORD	BEARING	DELTA
C1	200.00'	141.72'	138.77'	S69°41'58"W	40°35'57"
C2	200.00'	95.33'	94.43'	S66°33'51"W	27°18'35"
C3	100.00'	30.52'	30.40'	S79°50'18"W	17°29'07"
C4	75.00'	30.12'	29.92'	S24°02'00"W	23°00'28"
C5	75.00'	81.29'	77.37'	N04°29'11"E	62°06'10"
C6	95.33'	37.20'	36.96'	S78°49'08"W	22°21'24"
C7	1272.00'	204.04'	203.82'	N11°08'54"W	9°11'27"
C8	100.00'	38.03'	37.80'	N79°05'40"E	21°47'25"
C9	200.00'	77.99'	77.50'	N56°10'19"E	22°20'37"
C10	200.00'	63.24'	62.98'	N76°24'10"E	18°07'06"
C11	200.00'	128.70'	126.49'	N71°33'54"E	36°52'12"
C12	200.00'	77.38'	76.89'	N60°28'55"E	22°09'59"

LINE	BEARING	DISTANCE
L1	S71°22'23"E	407.63'
L2	S29°44'42"W	272.09'
L3	S46°36'26"W	204.79'
L4	S71°33'54"W	111.27'
L5	S49°23'55"W	436.42'
L6	N90°00'00"W	36.51'
L7	S53°07'48"W	191.26'
L8	N45°15'53"W	73.20'
L9	S12°31'44"W	389.88'
L10	S35°32'16"W	398.60'
L11	S26°33'51"E	32.98'
L12	S61°42'43"W	150.06'
L13	N26°33'54"W	82.64'
L14	N35°32'16"E	428.49'
L15	N12°31'44"E	341.23'
L16	N90°00'00"W	88.04'
L17	S68°16'27"W	259.31'
L18	S89°59'50"W	347.63'
L19	N89°59'51"E	367.75'
L20	N68°11'58"E	258.50'
L21	N89°50'22"E	94.70'
L22	N45°15'53"W	50.18'
L23	N44°48'39"E	80.87'
L24	N53°07'48"E	192.83'
L25	N90°00'00"E	29.19'
L26	N49°23'55"E	401.61'
L27	N71°33'54"E	86.72'
L28	N29°44'42"E	170.26'

**Delta Survey Group Inc.**

8213 Brodie Lane Ste 102 Austin, TX 78745  
 office: (512) 282-5200 fax: (512) 282-5250  
 WWW.DELTASURVEYGROUP.COM

TAP S. EIRAL No. 1004700

QUAD SHINGALE HILLS

PROJECT SERENE HILLS

DWG. 1980 ACRES

8-211-001-0001-0001-0001

**Exhibit “B”**

See following two (2) pages.

## EXHIBIT A

### Description of the Property

4.000 Acres

Page 1 of 2

**DESCRIPTION OF A 4.000 ACRE TRACT PREPARED BY DELTA SURVEY GROUP INC., IN APRIL 2013, LOCATED IN THE J.A. POLVADO SURVEY NUMBER 547, ABSTRACT 645, IN TRAVIS COUNTY, TEXAS, BEING A PORTION OF A 3.339 ACRE TRACT CONVEYED TO TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT No. 17 (WCID-17) IN DOCUMENT NUMBER 2011006950 AND A PORTION OF A 11.634 ACRE TRACT CONVEYED TO WCID-17 IN DOCUMENT NUMBER 2011084172 BOTH OF THE OFFICIAL PUBLIC RECORDS, TRAVIS COUNTY, TEXAS, SAID 4.000 ACRE TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:**

**BEGINNING** at a ½ inch iron rod with "Delta Survey" cap set in the east right-of-way (ROW) line of Serene Hills Drive (ROW varies), same being a southwest corner of the remainder of a 456.978 acre tract conveyed to Serene Hills, LTD. in Document Number 2007079264 Official Public Records, Travis County, Texas, and also being the northwest corner of said 3.339 acre tract for the **POINT OF BEGINNING**, from which a ½ inch iron rod with "Delta Survey" cap found for the southwest corner of Lot 40, Serene Hills Subdivision, Phase 2E a subdivision of record in Document Number 201200034, Official Public Records, Travis County, Texas bears with the arc of a curve to the left a distance of 204.04 feet, through a central angle of 9°11'27", having a radius of 1272.00 feet, and whose chord bears N11°08'54"W, a distance of 203.82 feet;

**THENCE** with south and west lines of said remainder tract, same being north and east lines of said 3.339 and said 11.634 acre tracts the following six (6) courses and distances:

1. N89°59'50"E a distance of 150.88 feet passing a calculated point for the common north corner of said 3.339 and 11.634 acre tracts for a total distance of 347.63 feet to a ½ inch iron rod with "Delta Survey" cap set,
2. With the arc of a curve to the left a distance of 37.20 feet, through a central angle of 22°21'24", having a radius of 95.33 feet, and whose chord bears N78°49'08"E, a distance of 36.96 feet to a ½ inch iron rod with "Delta Survey" cap set,
3. N68°16'27"E a distance of 259.31 feet to a ½ inch iron rod with "Delta Survey" cap set,
4. N90°00'00"E a distance of 88.04 feet to a ½ inch iron rod with "Delta Survey" cap set,
5. S12°31'44"W a distance of 341.23 feet to a ½ inch iron rod with "Delta Survey" cap set, and
6. S35°32'16"W a distance of 359.59 feet to a ½ inch iron rod with "Delta Survey" cap set;

**THENCE** leaving said common line and crossing said 11.634 and 3.339 acre tracts the following three (3) courses and distances:

1. N03°27'55"E a distance of 219.23 feet to a ½ inch iron rod with "Delta Survey" cap set,
2. N50°20'15"W a distance of 239.99 feet to a ½ inch iron rod with "Delta Survey" cap set, and
3. N79°01'25"W a distance of 255.58 feet to a ½ inch iron rod with "Delta Survey" cap set in the east R.O.W. line of said Serene Hills Drive, same being the west line of said 3.339 acre tract;

4.000 Acres

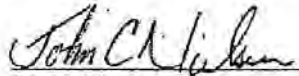
Page 2 of 2

**THENCE** with said common line, with the arc of a curve to the left a distance of 102.22 feet, through a central angle of  $4^{\circ}36'16''$ , having a radius of 1272.00 feet, and whose chord bears  $N04^{\circ}15'03''W$ , a distance of 102.19 feet to the **POINT OF BEGINNING** and containing 4.000 acres of land, more or less.

**BEARING BASIS:** Texas State Plane Coordinate System, Central Zone, NAD 83/HARN

I, John C. Nielsen hereby certify that the foregoing description represents an on-the-ground survey performed under my direction and supervision during April 2013, and is true and correct to the best of my knowledge and belief.

Date: 4-29-13



John C. Nielsen  
Registered Professional Land Surveyor  
No. 5541-State of Texas



Delta Survey Group, Inc.  
8213 Brodie Lane, Suite 102  
Austin, Texas 78745

**CITY OF LAKEWAY  
RESOLUTION NO. 2020-01-21-04**

**A RESOLUTION OF THE CITY OF LAKEWAY, TEXAS  
ACCEPTING THE SERENE HILLS, LTD. PARKLAND  
DEDICATION TO THE CITY**

**WHEREAS**, Section 28.05.003 of the City of Lakeway, Texas (“City”) City Ordinances outlines the process and procedures for a public dedication of parkland required of a developer of a residential subdivision within the City and its extraterritorial jurisdiction; and

**WHEREAS**, Section 28.05.003 details the design standards for the parkland and improvements, and details the design, construction, and maintenance standards for recreational trails; and

**WHEREAS**, Serene Hills, Ltd. (Serene Hills) is the developer of the Serene Hills residential subdivision within the City; and

**WHEREAS**, the City Council approved the Revised Preliminary Plan for Serene Hills identifying the dedicated parkland and trail system on July 15, 2013; and

**WHEREAS**, Serene Hills as developer has asked the City to accept the dedicated parkland more particularly described in the Special Warranty Deed, attached hereto as **Exhibit A**; and

**WHEREAS**, Serene Hills has also dedicated additional parkland in excess of that required by Section 28.05.003 of the City Code of Ordinances; and

**WHEREAS**, questions have been raised concerning the applicability of the Americans with Disabilities Act, as Amended (ADA) to the parkland and trails being dedicated by Serene Hills; and

**WHEREAS**, the property being dedicated to the City has not been subdivided and is identified by tax parcel number and survey; and

**WHEREAS**, the property being dedicated to the City is currently zoned Single-Family (R-1\*), Single-Family, Zero Lot Line Modified (R-3), and Greenbelt (GB), and needs to be re-zoned as Public Park (P-1); and

**WHEREAS**, the City Council wishes to accept the parkland dedication from Serene Hills, Ltd. but not until such time as these outstanding issues are resolved.

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

1. The foregoing recitals are incorporated into this Resolution by reference as findings of fact as if expressly set forth herein.
2. The City Council hereby conditionally accepts the parkland dedication from Serene Hills, Ltd., and authorizes the Mayor to execute the Special Warranty Deed to formally accept the dedicated parkland and amenities once the following conditions have been met:
  - a. Serene Hills must produce documentation (from a design professional or other acceptable expert) establishing to the satisfaction of the City Manager and the City Attorney that the trail system and other park amenities constructed on the property being dedicated meet the required ADA or other accessibility standards for park facilities and recreational trails; or establishing that some or all of the constructed amenities and trail system are not required to meet ADA compliance or other accessibility standards; and
  - b. The developer completes the process to subdivide the dedicated parkland into a separate lot or lots; and
  - c. The developer completes the process to re-zone all dedicated parkland to Public Park (P-1).
3. All provisions of any Resolution of the City of Lakeway in conflict with the provisions of this Resolution are hereby repealed. All other provisions of any Resolution of the City of Lakeway not in conflict with this Resolution shall remain in full force and effect.
4. The meeting at which this Resolution was passed was open to the public, and public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**PASSED & APPROVED this \_\_\_\_ day of January, 2020, by the City Council of Lakeway, Texas.**

**CITY OF LAKEWAY:**

by: \_\_\_\_\_  
Sandra L. Cox, Mayor

**ATTEST:**

\_\_\_\_\_  
Jo Ann Touchstone, City Secretary





Item # 20

[Return to Agenda](#)



**Charlotte Hodges**  
**Building and Development Services Director**

## **Staff Report**

---

**Meeting date:** January 21, 2020

**Agenda item:** Update regarding Lakeway Estates Parkland Dedication

**Background:** Lakeway Estates is a 46 acre tract of land located to the west of Serene Hills Drive, situated just north of Serene Hills Court and south of Serene Hills Elementary. The subject tract's north property line is a common boundary with the City of Lakeway's Public Works Department and Canyonlands Park. The property is currently undeveloped and zoned R-1.

On December 16, 2019, City Council approved a preliminary plan for this property consisting of 23 single family lots ranging between 1 and 3 acres, 1 drainage/water quality pond lot, and 1 private ROW lot for proposed mail kiosk and associated parking.

With the approval of the preliminary plan, City Council requested financial contribution in lieu of dedicated public parkland authorizing the City Manager to negotiate the appropriate financial contribution with the developer. Negotiations have begun with the developer, however, at this time an agreement has not yet been made.

Once an agreement has been made, City Council will have final approval authority regarding the financial contribution in lieu of public parkland. The financial contribution must be approved and received by the city prior to approval of a final plat for the property.

**Fiscal Impact:** None

**Enclosure(s):** None

Item # 21

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# 704 SERENE ESTATES DRIVE



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left blank.*



Meeting Date: 01/21/2020

Charlotte Hodges, BDS Director

## **Staff Report**

### **AGENDA ITEM:**

A request from Serene Hills, Ltd., the owner of approximately 0.45 acres of land located at 704 Serene Estates Drive, for approval of a **zoning change** from R-1\* Single-Family Residential to P-2 Private Park for the subject property.

### **BACKGROUND INFORMATION:**

The applicant, Serene Hills, Ltd., is requesting to rezone .45 acres of land in Serene Hills Subdivision, Phase 3Wa from R-1\* (Single-Family Residential) to P-2 (Private Park).

The lot is located at the southwest corner of Serene Estates Drive and Serene Hills Drive. This zoning change would result in a private, open space lot for the subdivision rather than a single-family residential dwelling.

Notification letters were mailed to all property owners within 200' of the subject property. We have not received any official responses in association with this request.

### **REFERENCES**

Section 30.03.019 regulates use, bulk, area and height regulations for development in P-2 Private Park zoning districts. Section 30.08.002 addresses the procedures to initiate zoning classification changes and Section 30.08.004 establishes hearing and action procedures.

### **ZAPCO ACTION:**

This item was tabled until the February 5<sup>th</sup> ZAPCO meeting. A representative for the re-zone request was not present to respond to questions that the Commissioner's felt needed to be answered prior to making a recommendation to City Council.

### **ACTION Requested:**

None at this time.

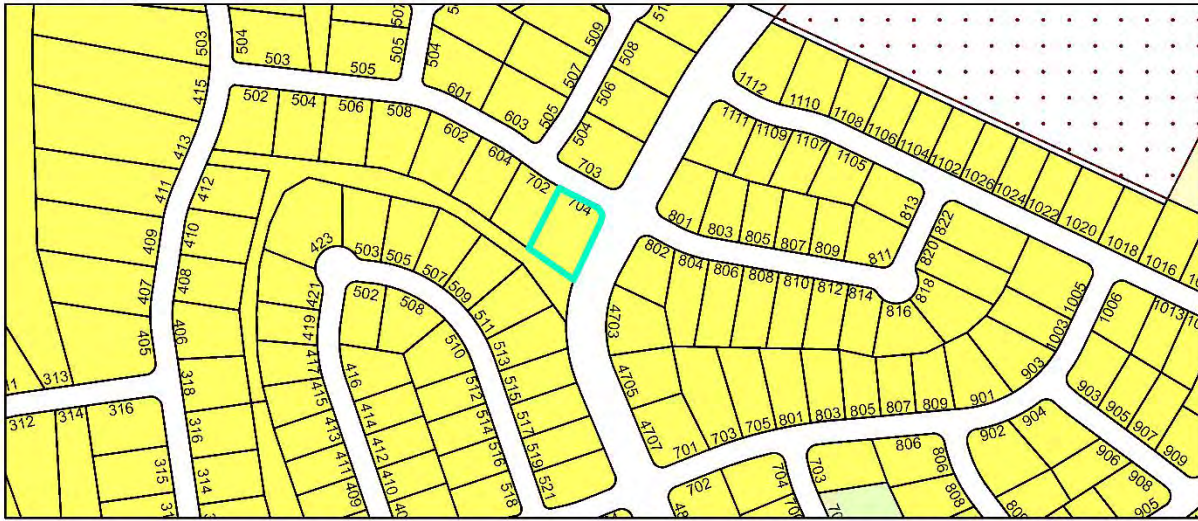
### **ATTACHMENTS**

- Aerial and Zoning Map
- Application
- Exhibit(s)
- Notification Area Map
- Public Notice
- Code References



## Aerial/ Zoning Map

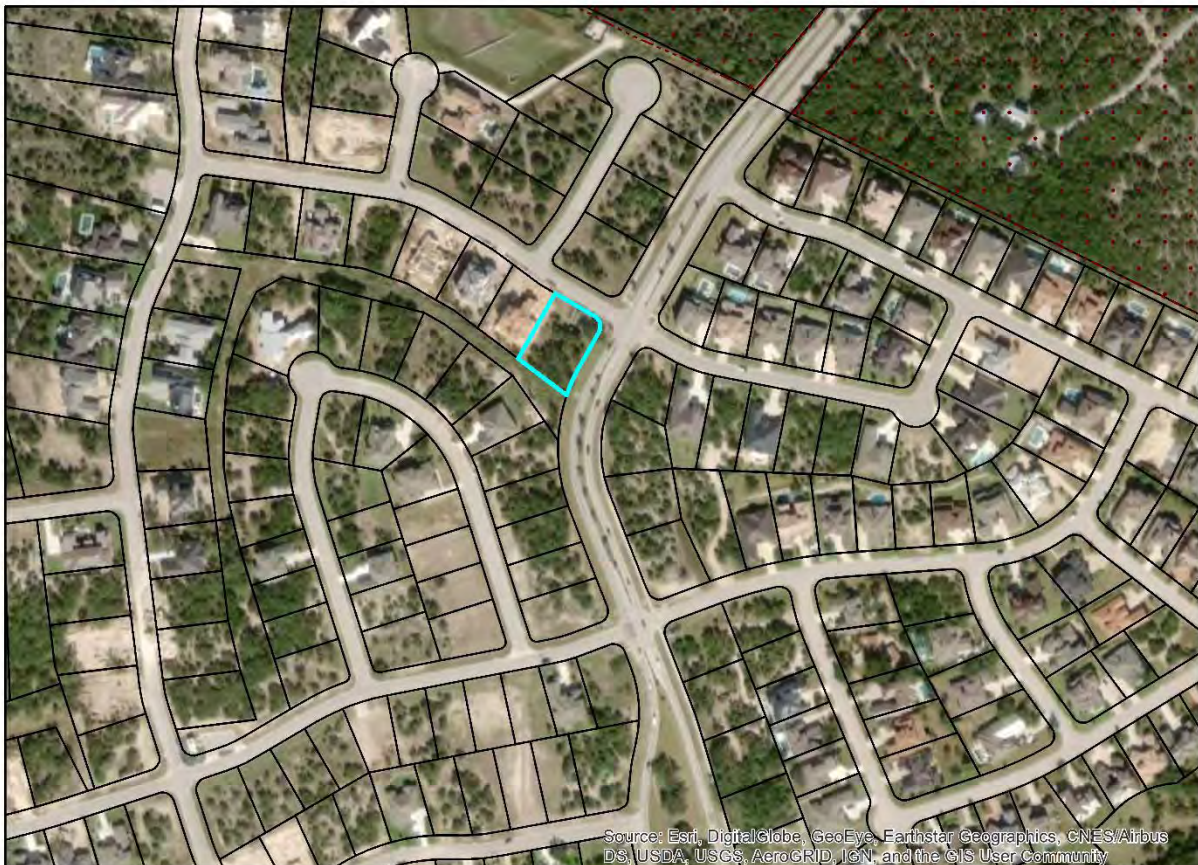
"This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries."



**CITY OF LAKEWAY**

**704 SERENE ESTATES DRIVE**

0 205 410 820 Feet



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

## Application




Building & Development Services  
1102 Lohmans Crossing, Lakeway, TX 78734  
Phone: (512) 314-7540 Fax: (512) 314-7541  
[www.lakeway-tx.gov](http://www.lakeway-tx.gov)

### APPLICATION FOR ZONING

(INCLUDE NECESSARY SUPPORTING MATERIAL)

<b>ADDRESS OF PROPERTY:</b> 704 Serene Estates Drive, Lakeway, TX 78734		<b>NUMBER OF ACRES:</b> 0.45		
<b>LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT)</b> Serene Hills Sub. Phase 3Wa and Replat of Lot 402, Serene Hills Phase 1B, Lot 282		<b>CURRENT ZONING:</b> R-1*	<b>PROPOSED ZONING:</b> Private Park	
<b>PROPERTY OWNER FIRM:</b> Serene Hills Ltd.	<b>CONTACT NAME:</b> Douglas Hunter	<b>TELEPHONE:</b> 512-809-5118	<b>E-MAIL:</b> aarongoogins@outlook.com	
<b>MAILING ADDRESS:</b> 28 Cousteau Lane		<b>CITY:</b> Austin	<b>STATE:</b> Texas	<b>ZIP CODE:</b> 78746
<b>APPLICANT FIRM:</b> Serene Hills Ltd.	<b>CONTACT NAME:</b> Douglas Hunter	<b>TELEPHONE:</b> 512-809-5118	<b>E-MAIL:</b> aarongoogins@outlook.com	
<b>MAILING ADDRESS:</b> 28 Cousteau Lane		<b>CITY:</b> Austin	<b>STATE:</b> Texas	<b>ZIP CODE:</b> 78746
<b>PROJECT AND PURPOSE FOR WHICH ZONING CHANGE IS SOUGHT:</b> To rezone Lot 282 from residential (R-1*) to Private Park.				

<b>SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:</b>	
That I, as owner or duly authorized officer of the property hereinafter referenced, do hereby execute this document, acknowledge the above statements to be true and accurate to the best of knowledge, and understand that knowing and willful falsification of information will result in rejection of my application and may be subject to criminal prosecution. I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable codes and ordinances of the City. I authorize the City or their representatives to visit and inspect the property for which this application is being submitted.	
 _____ APPLICANT SIGNATURE	
Aaron Googins PRINTED NAME	11/18/2019 DATE

#### (FOR CITY USE ONLY)

<b>PERMIT NUMBER:</b> ES 19001778
<b>AMOUNT RECEIVED:</b>
<b>NOTES:</b>
<div style="border: 1px solid black; border-radius: 50%; width: 150px; height: 150px; margin: 0 auto; display: flex; align-items: center; justify-content: center;"><div style="border: 1px solid black; padding: 5px; text-align: center;">RECEIVED jbanks 11/26/2019</div></div>







# Notification Area Map

● 200' Notification Area

## 704 SERENE ESTATES DRIVE



## 200' Notification Spreadsheet

Property Owner	Owners Address	City	State
SITTERLE HOMES-AUSTIN LLC	2015 EVANS RD STE 100	SAN ANTONIO	TX
KIZEWSKI MEREDITH & DAN	804 SERENE ESTATES DR	LAKEWAY	TX
ROTHSCHILD JASON & RACHAEL	801 SERENE ESTATES DR	LAKEWAY	TX
SERENE HILLS LTD C/O DOUG HUNER	28 COUSTEAU LN	AUSTIN	TX
SERENE HILLS LTD	28 COUSTEAU LN	AUSTIN	TX
LENNAR HOMES OF TEXAS	13620 N FM 620 BLDG B STE 150	AUSTIN	TX
STENGER LIVING TRUST	511 DOE WHISPER WAY	AUSTIN	TX
LENNAR HOMES OF TEXAS	13620 N FM 620 BLDG B STE 150	AUSTIN	TX
LENNAR HOMES OF TEXAS	13620 N FM 620 BLDG B STE 150	AUSTIN	TX
BOTTA PAUL A & SONIE	702 SERENE ESTATES DR	LAKEWAY	TX
SAUNDERS MICHAEL JOSEPH	604 SERENE ESTATES DR	AUSTIN	TX
SERENE HILLS LTD	28 COUSTEAU LN	AUSTIN	TX
LENNAR HOMES OF TEXAS	13620 N FM 620 BLDG B STE 150	AUSTIN	TX
SERENE HILLS LTD	28 COUSTEAU LN	AUSTIN	TX
LEGACY RC SERENE HILLS LLC	205 WILD BASIN RD S BLDG 1	AUSTIN	TX

## Public Notice

**For Publication in the American Statesman, December 23, 2019**

**NOTICE OF PUBLIC HEARINGS  
CITY OF LAKEWAY  
ZONING & PLANNING COMMISSION  
CITY COUNCIL**

Notice is hereby given that public hearings will be held by the **Zoning and Planning Commission** on **January 8, 2020 at 9:15 AM** and **City Council** on **January 21, 2020 at 6:30 PM**. Both meetings will be held in City Hall located at 1102 Lohmans Crossing Road, City of Lakeway, Texas, at which time all persons wishing to do so will be allowed to speak for or against the following agenda item:

A request from Serene Hills, Ltd., the owner of approximately 0.45 acres of land located at 704 Serene Estates Drive, for approval of a zoning change from R-1\* Single-Family Residential to P-2 Private Park for the subject property.

Anyone wishing to present written statements or materials affecting the request stated above may submit such to the Building and Development Services Department located at 1102 Lohmans Crossing Road, City of Lakeway, Texas, prior to the meeting date. If you have any questions on the above notice, please contact the Building and Development Department at (512) 314-7540, Monday-Friday, 8 A.M. to 4:30 P.M.

ATTEST: Attested to this the 19<sup>th</sup> day of December, 2019.



Charlotte Hodges  
Director of Building & Development Services

CERTIFICATE: I certify this notice of public hearing was posted on the bulletin boards of the City of Lakeway, Texas on this the 20<sup>th</sup> day of December, 2019.



Erin Carr  
BDS Office Manager

## Code Reference<sup>1.1</sup>

### Section 30.08.002 Preliminary Procedure to initiate zoning classification change

(a) Who may initiate request to change zoning classification. A request to change the zoning classification of a particular parcel of land may be initiated by the owner of such parcel, the zoning and planning commission, or the city council.

(b) Manner of initiating request.

(1) Application by property owner. A property owner may file an application with the code official requesting the zoning and planning commission and the city council to consider changing the zoning classification of his property. Such application shall be accompanied by the fee as established by the city council and shall contain the following information:

(A) Legal description and address of the parcel affected.

(B) Present zoning classification of the parcel and of all contiguous parcels.

(C) Present use of the parcel and of all contiguous parcels.

(D) The zoning change requested and the proposed use.

(E) Site plan showing:

(i) Type and location of any structures on the applicant's parcel and on adjoining land; and

(ii) Type and location of all proposed structures; and

(iii) Existing and proposed access to the parcel.

(F) A traffic impact analysis may be required by the city engineer. If required, a traffic impact analysis shall meet the criteria outlined in the city's development ordinance.

(G) Any other relevant information requested by the code official or the zoning and planning commission.

(H) The code official shall review each application for a zoning change and prepare a brief verbal or written report to the zoning and planning commission and city council on whether the requested change conforms to the requirements of this chapter. Where an application for a zoning

## Code Reference<sup>1,2</sup>

change is made by the owner, the owner shall provide appropriate evidence to support the requested change or his reasons for requesting a change in zoning classification. The code official's report may indicate whether any significant and unanticipated changes have occurred in the area of the affected parcel since the classification on the land use map was adopted which make it unlikely that such parcel can be developed or used for any use permitted under the zoning classification indicated for such parcel. The report shall also recommend whether the requested zoning classification is the most appropriate classification for the area affected.

(2) Recommendation from zoning and planning commission. The zoning and planning commission, by recommendation directed to the city council, may request a change in the zoning classification of particular parcels of land in order that such parcels will conform to the goals and objectives identified in the comprehensive plan of the City of Lakeway.

(3) On city council's own motion. The city council, by motion, may initiate a proposal to change the zoning classification of particular parcels of land in order that such parcels will conform to the goals and objectives identified in the comprehensive plan of the City of Lakeway.

**Sec. 30.08.004 Report and recommendation from the zoning and planning commission**

No zoning classification change or amendment to this chapter shall be enacted without a verbal or written report and recommendation from the zoning and planning commission.

(1) Hearing. The zoning and planning commission shall hold a public hearing on all proposed zoning classification changes and proposed general amendments to this chapter.

(2) Notice.

(A) By publication. Notice of a public hearing before the commission to consider a proposed zoning classification change or a proposed general amendment to this chapter shall be published in an official newspaper or in a newspaper of general circulation in the City of Lakeway at least ten (10) days prior to the date set for such hearing. The notice shall state the time and place of the hearing and contain a description of the matter to be considered. (Ordinance 2006-06-22-7, art. 1, adopted 6/22/06)

(B) Written notice to property owners. When the public hearing is to consider a proposed zoning classification change, written notice of such hearing shall be given to the owners of all real property located within two hundred (200) feet of the property on which the change in classification is proposed. Notice shall be given not less than fifteen (15) days before the date set for the hearing before the commission either by personal service or by depositing a copy of the notice in the mail addressed to each owner at the address shown on the last approved city tax roll. Such written notice shall be in addition to notice by publication and shall contain the same information.

(3) Action by zoning and planning commission. The zoning and planning commission may recommend enactment of a proposed general amendment to this chapter or a change of zoning classification if it finds that such amendment or change is in the public interest.

## Code Reference<sup>3</sup>

### **Sec. 30.03.019 District P-2 (Private Park)**

(a) Purpose. This district is intended to establish and preserve peaceful, attractive, safe parcels of land as a place of beauty and a place for private recreation (not open to the general public) and to protect the integrity of such areas by prohibiting the intermixture of incompatible uses.

(b) Permitted uses.

(1) Private open or natural areas surrounded or partly surrounded by woodland or grassland;

(2) Private areas developed for recreation;

(3) Accessory structures, parking, and uses incidental to the foregoing permitted uses.

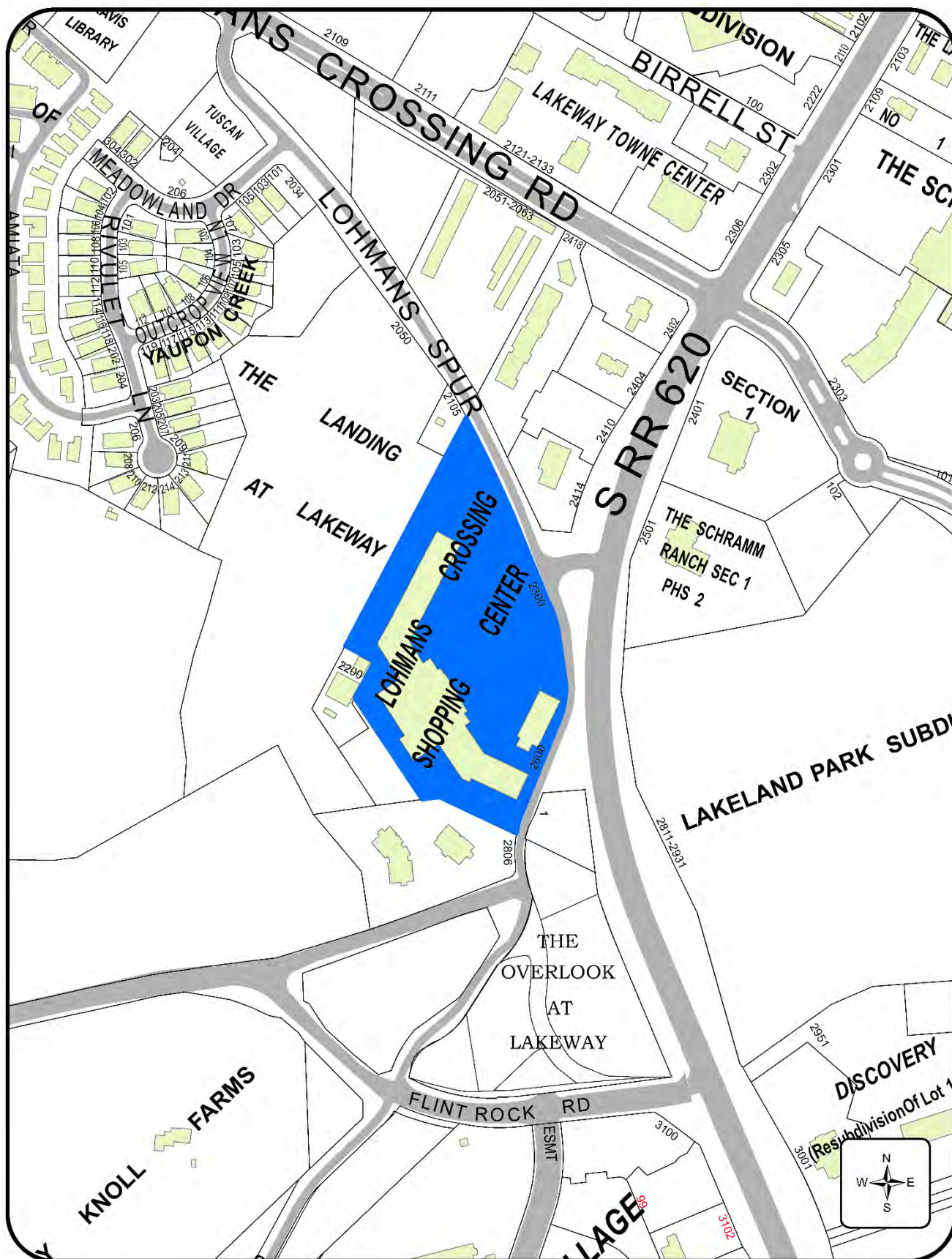
(c) Maximum height. No part of any structure within this district, except for chimneys, attic ventilators and plumbing vent stacks, may exceed 32 feet in height above the highest natural grade under the slab.



Item # 22

[Return to Agenda](#)

**2300 Lohmans Spur, Suite 192**



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left blank.*



Meeting Date: 01/21/2020

Charlotte Hodges, BDS Director

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### **Staff Report**

#### **AGENDA ITEM:**

A request from 4 Arrows Pets and Paws LLC, the agent for the owner of the property located at 2300 Lohmans Spur, Suite 192, for a **Special Use Permit** to operate a pet grooming and grooming training business at this location.

#### **BACKGROUND INFORMATION:**

The applicant is proposing to operate a pet grooming salon with operating hours of 8:00am – 6:00pm M-F, and 9:00am – 5:00pm on Saturday's. No pet daycare, boarding or outdoor activity is being proposed.

Suite 192 is located in the Lohman's Crossing Shopping Center with Chair King Backyard Store and TexARTS Association. The property is zoned C-1 for commercial/retail use, however, the property is located less than 300 feet from residentially zoned property, and a Special Use Permit is required for this proposed use.

Notification letters were mailed out to all property owners within 200 feet of this property and no responses have been received.

#### **ZAPCO ACTION:**

ZAPCO unanimously recommended City Council approval regarding a Special Use Permit at 2300 Lohmans Spur, Suite 192 to allow for pet grooming and grooming training.

#### **ACTION REQUESTED:**

City Council determination regarding a Special Use Permit at 2300 Lohmans Spur, Suite 192 to allow for pet grooming and grooming training.

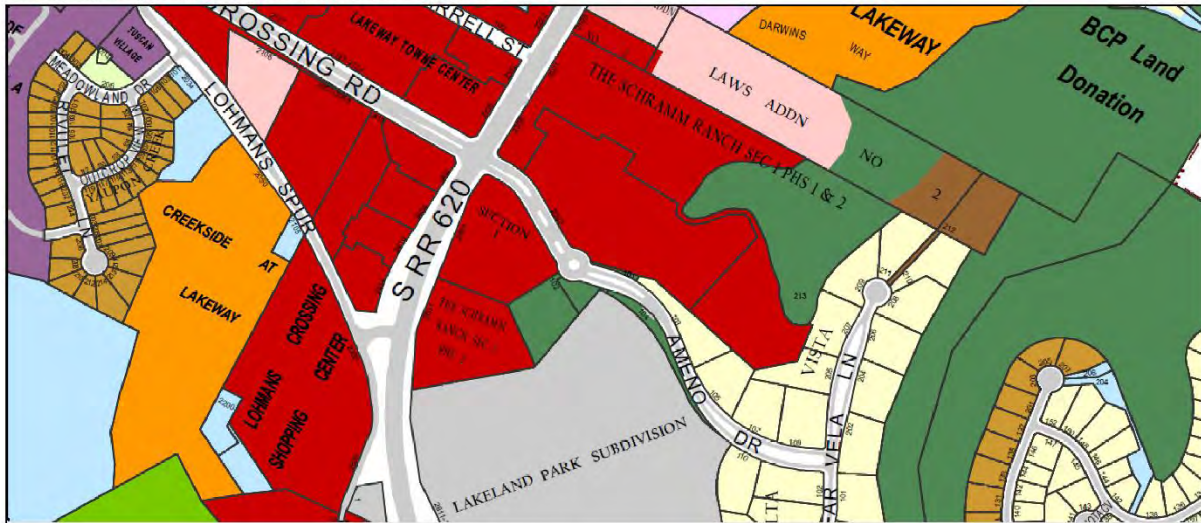
#### **ATTACHMENTS**

- Aerial and Zoning Map
- Application
- Exhibit(s)
- Notification Area Map
- Public Notice
- Code Reference



## Aerial/ Zoning Map

"This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries."



CITY OF LAKEWAY

2300 LOHMANS SPUR



# Application



Building & Development Services  
1102 Lohmans Crossing, Lakeway, TX 78734  
Phone: (512) 314-7540 Fax: (512) 314-7541  
[www.lakeway-tx.gov](http://www.lakeway-tx.gov)

## APPLICATION FOR SPECIAL USE PERMIT (INCLUDE NECESSARY SUPPORTING MATERIAL)

ADDRESS OF PROPERTY: SUITE 192 at 2300 Lohman's Spur, Austin, 78734		ACREAGE OF SITE: 1500 sqf	
LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT NUMBER): SUITE 192 at 2300 Lohman's Spur, Austin, 78734		CURRENT ZONING:	
PROPERTY OWNER FIRM: Lohman's Lakeway Partners Ltd	CONTACT NAME: James Provost	TELEPHONE: 707 975 0799	E-MAIL: jp@commercialmg.com
MAILING ADDRESS: PO Box 390,	CITY: Santa Rosa	STATE: CA	ZIP CODE: 95402
APPLICANT FIRM: 4 ARROWS PETS & PAWS LLC	CONTACT NAME: Francois Marais	TELEPHONE: 737 615 3787	E-MAIL: fmarais@sky.com
MAILING ADDRESS: 211 E 7th Street, Suite 620	CITY: Austin	STATE: TX	ZIP CODE: 78701
PROJECT NAME FOR WHICH SPECIAL USE PERMIT IS SOUGHT: 4 ARROWS PETS & PAWS		REQUESTED DURATION: 10 YEARS	
PROPOSED USE OF PROPERTY FOR WHICH SPECIAL USE PERMIT IS SOUGHT: PET GROOMING AND GROOMING TRAINING			

### SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:

I, as owner of the property hereinafter referenced, do hereby execute this document, and acknowledge the above statements to be true and accurate to the best of knowledge. I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable codes and ordinances of the City.

I understand that my contractor or subcontractor(s) identified below will schedule inspections on my behalf permitting city inspectors to enter my property to conduct the necessary inspections as scheduled.

I authorize my duly authorized agent to coordinate with the City and its representatives to enter the property at reasonable times for the purposes of inspecting and monitoring the project according to the adopted codes of the City. This authorized agent is hereby given authority from me to consent to City inspections on my behalf.

APPLICANT SIGNATURE

Francois Marais

PRINTED NAME

12/10/2019

DATE

### (FOR CITY USE ONLY)

PERMIT NUMBER:  
ES 19001848

AMOUNT RECEIVED:

NOTES:

RECEIVED  
jbanks 12/11/2019

JB

SPECIAL USE PERMIT'S ARE REVIEWED BY ZAPCO FOR RECOMMENDATION TO CITY COUNCIL.



## Exhibit A<sup>1</sup>

2 December 2019

To Lakeway Building and Development Services

**Re: Application for Special Use Permit for Location Suite 192 located at 2300 Lohman's Spur Austin, Texas, 78734.**

We, Francois Marais (ITIN : 969-98-2898) and Analise Marais (ITIN : 969-98-2766), are in the process of setting up a dog grooming franchise in Lakeway as we would like to settle in the Lakeway area. We have identified a site for this purpose namely, Suite 192, located at 2300 Lohman's Spur Austin 78734.

We kindly request your approval of a Special Use Permit in order for us to proceed and finalise our lease agreements, as well as, securing contractors and additional build our permits.

The franchise which we have already purchased is called Sydnee's Pet Grooming ([www.sydneespetgrooming.com](http://www.sydneespetgrooming.com)). Our grooming salons are strictly pet grooming only. We do not do any daycare or overnight services. We have the clients bring their dogs in, we groom them, and they go home. We are an up-scale pet salon that we treat as a hair salon for pets.

Our operating hours will be from 8:00 am to 6: 00 pm, Monday to Friday, and 9:00 am to 5: 00 pm on Saturday. We will usually groom between 4 to 6 dogs at a time, so that is about how many will be at the salon at one time and we are installing only 6 grooming tables. We are very clean and use only high quality all-natural products, with no chemicals to ensure maximum comfort and protection for our client's dogs and groomers and invite you to our corporate website to view this.

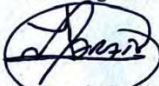
We do not need any outside area for the dogs as far as fencing and we do not any of our groomed dogs run around anywhere as their owners would want them to be kept safe and clean. We will also be offering a pick up drop off service with a licensed, insured and accredited vehicle to pick up and drop off dogs for those owners who may not be able to drive, or if dogs cannot be picked up in time, or for the elderly who find it difficult to get their dogs to our store.

We do not have any special sewer or water requirements and we install specialist dog washing basins which are specifically made for dog washing and grooming. We do not need to make any modifications to the building or parking other than the regular re-model inside for our store design for which official plans will be submitted to Lakeway Town Council for approval as part of the build out process.

As part of Sydnee's we promote the PAC Foundation (Protect, Act, Cure) and work a lot with rescues and shelters to offer free grooming services for their pets so they have a better chance of getting adopted and will also be working with local communities to re-home rescued pets.

As a family, we are very excited to have our salon in Lakeway and we believe we would be a great addition to the community.

Kind Regards



Francois Marais

4 Arrows Pets and Paws (DBA Sydnee's Pet Grooming Austin)

211 E. 7<sup>th</sup> Street, Suite 620, Austin, TX, 78701

Mobile: 7376153787 (USA) / +44 7388789106 (UK)

Email : [fmarais@sky.com](mailto:fmarais@sky.com) / [francois\\_m@sydneespetgrooming.com](mailto:francois_m@sydneespetgrooming.com)

LinkedIn: [www.linkedin.com/in/francoismaraismytivation](http://www.linkedin.com/in/francoismaraismytivation)

**Exhibit A<sup>2</sup>**

**Permitted Use and Purpose of Tenancy**

The demised premises, Suite 192, located at, 2300 Lohman's Spur, Austin, Texas 78734, shall be used by the future tenant, (4 Arrows Pets and Paws LLC - DBA Sydnee's Pet Grooming Austin, for the operation of a Pet and Grooming Training Business only.

The Tenant acknowledges that the specification of a "Permitted Use" means only that the Landlord, (Lohman's Lakeway Partners, Ltd.), has no objection to the specified use for the operation of a Pet and Grooming Training and does not include any representation or warranty by Landlord as to whether or not such specified use complies with applicable laws and/or requires special governmental permits.

**EXECUTED on the day hereinbefore first mentioned.**

**TENANT**

4 Arrows Pets & Paws, LLC  
a Texas Limited Liability Company

By: 

Printed Name: Francois Marais

Date: 12/10/2019

Taxpayer ID No.: 969-98-2898

**LANDLORD:**

Lohman's Lakeway Partners, Ltd., a Texas limited partnership

By: Lohman's Lakeway Management, Inc.,  
a Texas corporation, its General Partner

By: 

Name: James Provost

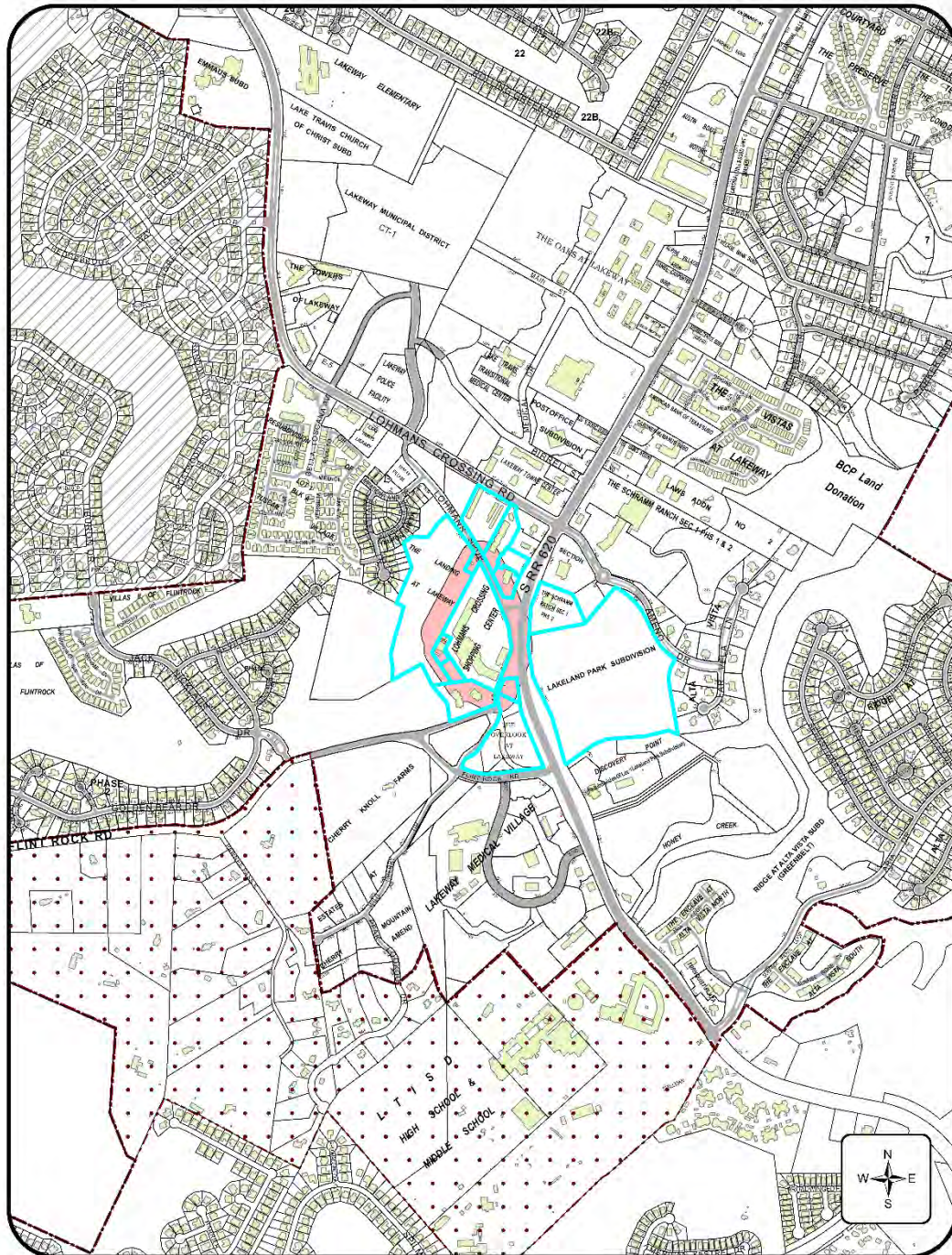
Title: Vice President



## Notification Area Map

● 200' Notification Area

### 2300 LOHMANS SPUR, SUITE 192



## 200' Spreadsheet

Property Owner	Owners Address	City	State
OVERLOOK AT LAKEWAY GP THE	6836 BEE CAVE RD STE 200	AUSTIN	TX
LAKEWAY PLAZA PARTNERS	1875 CENTURY PARK E STE 1840	LOS ANGELES	CA
LAKEWAY PLAZA PARTNERS	1875 CENTURY PARK E STE 1840	LOS ANGELES	CA
TRAVIS COUNTY WCID #17	3900 ECK LN	AUSTIN	TX
TRAVIS COUNTY WCID #17	3812 ECK LN	AUSTIN	TX
LOHMAN GM LLC &	PO BOX 390	SANTA ROSA	CA
FLINT ROCK GM LLC &	PO BOX 390	SANTA ROSA	CA
LAKEWAY PLAZA PARTNERS	1875 CENTURY PARK E STE 1840	LOS ANGELES	CA
CREEKSIDE FALLS LTD	4407 BEE CAVE RD STE 320	WEST LAKE HILLS	TX
LAKEWAY PLAZA PARTNERS III LLC	1875 CENTURY PARK E STE 1840	LOS ANGELES	CA
REAL DEL LAGO LP	1070 GARDNER RD	EL PASO	TX
WINBORN MARJORIE A TRUSTEE	11730 GREENBAY DR	HOUSTON	TX

## Public Notice

**For Publication in the American Statesman, December 23, 2019**

**NOTICE OF PUBLIC HEARINGS  
CITY OF LAKEWAY  
ZONING & PLANNING COMMISSION  
CITY COUNCIL**

Notice is hereby given that public hearings will be held by the **Zoning and Planning Commission** on **January 8, 2020 at 9:15 AM** and **City Council** on **January 21, 2020 at 6:30 PM**. Both meetings will be held in City Hall located at 1102 Lohmans Crossing Road, City of Lakeway, Texas, at which time all persons wishing to do so will be allowed to speak for or against the following agenda item:

A request from 4 Arrows Pets and Paws LLC, the agent for the owner of the property located at 2300 Lohmans Spur, Suite 192, for a Special Use Permit to operate a pet grooming and grooming training business at this location.

Anyone wishing to present written statements or materials affecting the request stated above may submit such to the Building and Development Services Department located at 1102 Lohmans Crossing Road, City of Lakeway, Texas, prior to the meeting date. If you have any questions on the above notice, please contact the Building and Development Department at (512) 314-7540, Monday-Friday, 8 A.M. to 4:30 P.M.

ATTEST: Attested to this the 19 day of December, 2019.



Charlotte Hodges  
Director of Building & Development Services

CERTIFICATE: I certify this notice of public hearing was posted on the bulletin boards of the City of Lakeway, Texas on this the 20<sup>th</sup> day of December, 2019.



Erin Carr  
BDS Office Manager

## Code Reference<sup>1.1</sup>

### **Sec. 30.05.002 Special Use Permits**

(a) Permit required.

(1) No special use shall be established, operated, or maintained except as authorized by a special use permit issued in accordance with the requirements of this section.

(2) A special use permit may be issued only for the special uses specified in this chapter, and only for the district where it is authorized. A special use permit may be issued by:

(A) The city council, after a recommendation on the proposed permit from the zoning and planning commission, and following a public hearing, for all special use permits except those listed in subsection (B) or (C) below;

(B) The zoning and planning commission, after a public hearing, for those permits for home occupation permits in residential zoning districts, when requested by the code official; or

(C) The code official, for home occupation permits which comply with all provisions of sections 30.05.003, 30.05.004, and 30.05.005 in addition to renewals subject to the provisions of subsection (f)(2)(A) of this section. The code official may refer any such application to the zoning and planning commission for determination.

(b) Application. An application for a special use permit shall be made in writing in a form prescribed by the city and shall be accompanied by such information as may be requested (including a site plan, if required) in order to properly review the proposed permit. Such information may include, but is not limited to, site and building plans, drawings and elevations, and operational data. The applicant, or its representative, for a special use permit shall attend all public hearings during which his application will be discussed.

(c) Report by city staff. Whenever a special use permit application is to be considered by the zoning and planning commission or the city council, a designated member of the building & development services department shall visit the sites of proposed special permits and the surrounding area and shall prepare a report of findings to be given to the zoning and planning commission and the city council, as the case may be.

## Code Reference<sup>1,2</sup>

(d) Notice - Public hearings required.

(1) Public hearings shall be held by each body considering and/or approving each original application for a special use permit, except home occupation applications processed for approval by the code official. However, a public hearing may be held before the zoning and planning commission for permit applications or renewals approvable by the code official when requested by the code official or a neighbor of the applicant. The public hearings for permits may be a joint public hearing of the zoning and planning commission and the city council. The applicant must be present during all public hearings regarding his application. If the applicant is not present at each public hearing, the applicant's application is subject to denial.

(2) When required by applicable law, rule or regulation, written notice of each hearing shall be given to the owners of all real property located within two hundred feet (200') in all directions of the property that is the subject of the hearing. Notice shall be given not less than ten (10) days prior to the date of the hearing either by personal service or by depositing a copy of the notice in the mail addressed to owners at their address as shown on the last approved city tax roll, with postage prepaid.

(3) For short-term rental use applications, written notice of such hearing shall also be given to the relevant home owners/property owners association in the same manner as the required written notice to owners of all real property located within two hundred feet (200') in all directions of the subject property.

(4) Such notice shall state the purpose, date, time, and place of the hearing and shall contain a brief description of the proposed permit, including its nature, scope, and location. The notice shall also describe any variances the applicant has requested and shall state the location and times at which the applications and supporting documents are available for public inspection. A telephone number shall be provided where information on the hearing(s) is or will be available at a later date.

(e) Review and recommendation by the zoning and planning commission.

(1) The commission shall review all nonresidential applications for special use permits to determine whether the proposed permit complies with each of the general criteria in section 30.05.003 and with the general requirements in section 30.05.005 applicable to the proposed use.

## Code Reference<sup>1,3</sup>

(d) Notice - Public hearings required.

(1) Public hearings shall be held by each body considering and/or approving each original application for a special use permit, except home occupation applications processed for approval by the code official. However, a public hearing may be held before the zoning and planning commission for permit applications or renewals approvable by the code official when requested by the code official or a neighbor of the applicant. The public hearings for permits may be a joint public hearing of the zoning and planning commission and the city council. The applicant must be present during all public hearings regarding his application. If the applicant is not present at each public hearing, the applicant's application is subject to denial.

(2) When required by applicable law, rule or regulation, written notice of each hearing shall be given to the owners of all real property located within two hundred feet (200') in all directions of the property that is the subject of the hearing. Notice shall be given not less than ten (10) days prior to the date of the hearing either by personal service or by depositing a copy of the notice in the mail addressed to owners at their address as shown on the last approved city tax roll, with postage prepaid.

(3) For short-term rental use applications, written notice of such hearing shall also be given to the relevant home owners/property owners association in the same manner as the required written notice to owners of all real property located within two hundred feet (200') in all directions of the subject property.

(4) Such notice shall state the purpose, date, time, and place of the hearing and shall contain a brief description of the proposed permit, including its nature, scope, and location. The notice shall also describe any variances the applicant has requested and shall state the location and times at which the applications and supporting documents are available for public inspection. A telephone number shall be provided where information on the hearing(s) is or will be available at a later date.

(e) Review and recommendation by the zoning and planning commission.

(1) The commission shall review all nonresidential applications for special use permits to determine whether the proposed permit complies with each of the general criteria in section 30.05.003 and with the general requirements in section 30.05.005 applicable to the proposed use.

## Code Reference<sup>1.4</sup>

(2) The commission shall not recommend approval of an application unless it finds that the proposed permit as presented or as modified by the commission, complies with each of the general and applicable specific criteria.

(3) A recommendation of an approval may be conditioned on the applicant's adoption of specified changes, additions, limitations, safeguards, or effective time periods designed to assure compliance with the criteria.

(4) The commission shall forward its findings and recommendations to the city council, for those permits not approvable by the commission.

(5) After receiving findings and a recommendation from the zoning and planning commission, and following a public hearing, the city council shall review applications for nonresidential applications for special use permits.



## Code Reference<sup>2.1</sup>

### **Sec. 30.03.009 District C-1 (Office/Retail)**

(a) Purpose. This district is intended to provide sites for business and professional office uses and for retail shopping facilities providing goods and services. The site should also contain adequate space for required off-street parking and for buffering from residential districts. (Ordinance 2003-09-15-1, sec. 3.09, adopted 9/15/03)

(b) Permitted uses. The following types of businesses are permitted by right within C-1 districts.

(1) Professional offices, such as accountants, architects, attorneys, engineers, brokers, consultants, insurance agents, real estate agents, travel agents, administrative offices, and other such offices not listed above as may be approved by the city council; and

(2) Accessory structures and uses to any of the foregoing uses.

(c) Conditional uses. The following types of businesses are permitted by right within C-1 districts unless the use is proposed for property that abuts property zoned for residential or school use or the building in which the use will operate is less than 300 feet from property zoned for residential or school use, in which case the use is subject to city council's approval of a special use permit pursuant to article 30.05.

(1) Medical offices, such as physicians, dentists, physical rehabilitation facilities, and other such medical offices not listed above as may be approved by the city council;

(2) Retail and service businesses, such as restaurants, grocery stores, bakeries, catering services, ceramic/pottery shops, hardware stores, movie theaters, drugstores, financial institutions, general retail sales, antique shops, art galleries, personal services, beauty salons, barbershops, travel agencies, florists, laundry and dry cleaning, child-care facilities, health/exercise clubs, funeral homes, nonvehicle consumer repair services, and other such businesses not listed above as may be approved by the city council; and

(3) Accessory structures and uses to any of the foregoing uses.



## Code Reference<sup>2.2</sup>

(d) Special uses. The following types of businesses may be permitted within C-1 districts subject to the city council's approval of a special use permit pursuant to article 30.05.

(1) Arcades, auto/truck washing facilities, bowling alleys, cemeteries, convenience stores, fast food restaurants, private clubs/lodges, radio or TV stations, service stations, gas stations, miniature golf facilities, batting cages, entertainment centers, vehicle rental facilities, moving truck rental facilities, liquor stores, convalescent homes, nursing homes, assisted living, and addiction rehabilitation facilities.

(2) Commercial wireless communications systems.

(3) Any use which includes drive-through facilities.

(4) Storage facilities, provided all of the following conditions are met.

(A) The proposed storage facility replaces an existing nonconforming use that has a substantial relationship to the proposed project.

(B) The architecture and landscaping of the proposed development complies with established standards for typical office building construction, and architectural and landscaping plans are submitted for review and approval with the special use permit application.

(C) Access to individual storage units is internal and individual unit doors are not visible from outside the building.

(e) Prohibited uses and structures.

(1) Any activity which produces nuisances as described herein.

(2) Any structure which exceeds 100,000 square feet.

(3) Any single business entity or commonly controlled business (including their affiliates or subsidiaries) which have multiple structures or multiple-story buildings containing an aggregate of more than 100,000 square feet of inside and outside sales or displays.

(4) Any attempt to circumvent the intent of this chapter by splitting the structures or using multi-story buildings will not be permitted.

## Code Reference<sup>2,3</sup>

(f) Minimum lot dimensions.

	<u>Organized Sewer</u>	<u>Private Sewerage Facility</u>
Minimum area:	1 acre	1 acre
Depth (min. ft.):	200	200
Width (min. ft.):	50	150
Width of lot at street (min. ft.):	50	50

Lot coverage (max. percentage): See development ordinance.

(g) Minimum building setbacks.

Building footprint (sq. ft.), organized sewer or private facility when abutting a residential area:

	<u>0 - 50,000 sq. ft.</u>	<u>50,000 - 100,000 sq. ft.</u>
Street(s) (ft.):	40	40
Side (ft.):	25	100
Rear (ft.):	40	100

Building footprint (sq. ft.), organized sewer or private facility when abutting a nonresidential usage:

	<u>0 - 50,000 sq. ft.</u>	<u>50,000 - 100,000 sq. ft.</u>
Street(s):	40	40
Side:	10 (25 golf course)	50
Rear:	40	50

## Code Reference<sup>2,4</sup>

- (h) Minimum landscaped buffer zones (refer to development ordinance).

When abutting a:

	<u>Residential area:</u>	<u>Nonresidential usage:</u>
Street(s) (ft.):	5	5
Side (ft.):	20	5
Rear (ft.):	25	5

- (i) Noise abatement. Noise abatement walls may be required for:

- (1) Special uses.
- (2) Properties abutting residential uses.

- (j) Maximum height. No part of any structure within this district, except for chimneys, attic ventilators and plumbing vent stacks, may exceed 32 feet in height above the highest natural grade under the slab.

Item # 23

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## Staff Report

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**Meeting date:** January 21, 2020

**Agenda item:** Review potential transportation projects and funding sources

**Background:** During the Special City Council meeting held on January 13, 2020, Brian Everett, Vice President with Huitt-Zollars, and Judy Donahue, chair of the Transportation Steering Committee, reviewed the Executive Summary of the Transportation Infrastructure Investment Program Report with City Council. From this review, the following were the five items requested by City Council for further consideration.

1. Break out of costs for the RR 620 Shared Use Path for possible phasing.

	<b>Cost</b>
Cavalier Drive - Lohmans Crossing Road	\$ 2,497,280.97
Lohmans Crossing - Lakeway Blvd.	\$ 2,131,772.31
Lakeway Blvd. - Clara Van St.	\$ 2,182,880.21
Clara Van St. - Oak Grove Ln	\$ 2,170,076.56
Total	\$ 8,982,010.04

2. Break out of costs for sidewalk gap locations for possible phasing.

<b>Sidewalk Gap Locations</b>	<b>Cost</b>
Lakeway Blvd Sidewalk Gap	\$2,478,630.00
Lakeway Drive Sidewalk Gap	\$608,097.38
Duck lake Drive Sidewalk Gap	\$327,163.50
El Rio Drive Sidewalk Gap	\$514,215.68
Timpanagos Drive Sidewalk Gap	\$704,112.75
Palos Verdes Dr Pedestrian Bridge	\$1,102,290.00
Squires Dr Sidewalk Gap	\$1,031,276.25
Long Wood Ave Sidewalk Gap	\$1,216,194.75
Lakeway Drive Intersection	\$90,000.00
Total	\$8,071,980.30

3. Main Street – From its existing termini to Lohmans Crossing is approximately \$4.6M for four lanes. If we assume the full width bridge would be constructed even if we only constructed two lanes, and if we assume the additional two lanes would be constructed on the inside, we would need to construct the storm sewer, curb & gutter and sidewalks

with the two lane facility. Therefore, a two lane facility for these limits would be approximately \$3.7M.

4. Serene Hills – If we add two turn arounds or curb openings between Flint Rock and US 71, there will be a total of seven turn arounds, none being more than 1000' apart, for a cost of approximately \$800k - \$1M.
5. Final Draft of the Transportation Infrastructure Investment Program Report.

After consideration of these items, City Council may consider possible projects to include in a potential transportation bond or identify other funding sources. The next agenda item will provide additional information should council choose to move forward with a potential bond project.

**Enclosure(s):** Transportation Infrastructure Investment Program Report



## **Transportation Infrastructure Investment Program Report**

**DRAFT**

**January 2020**



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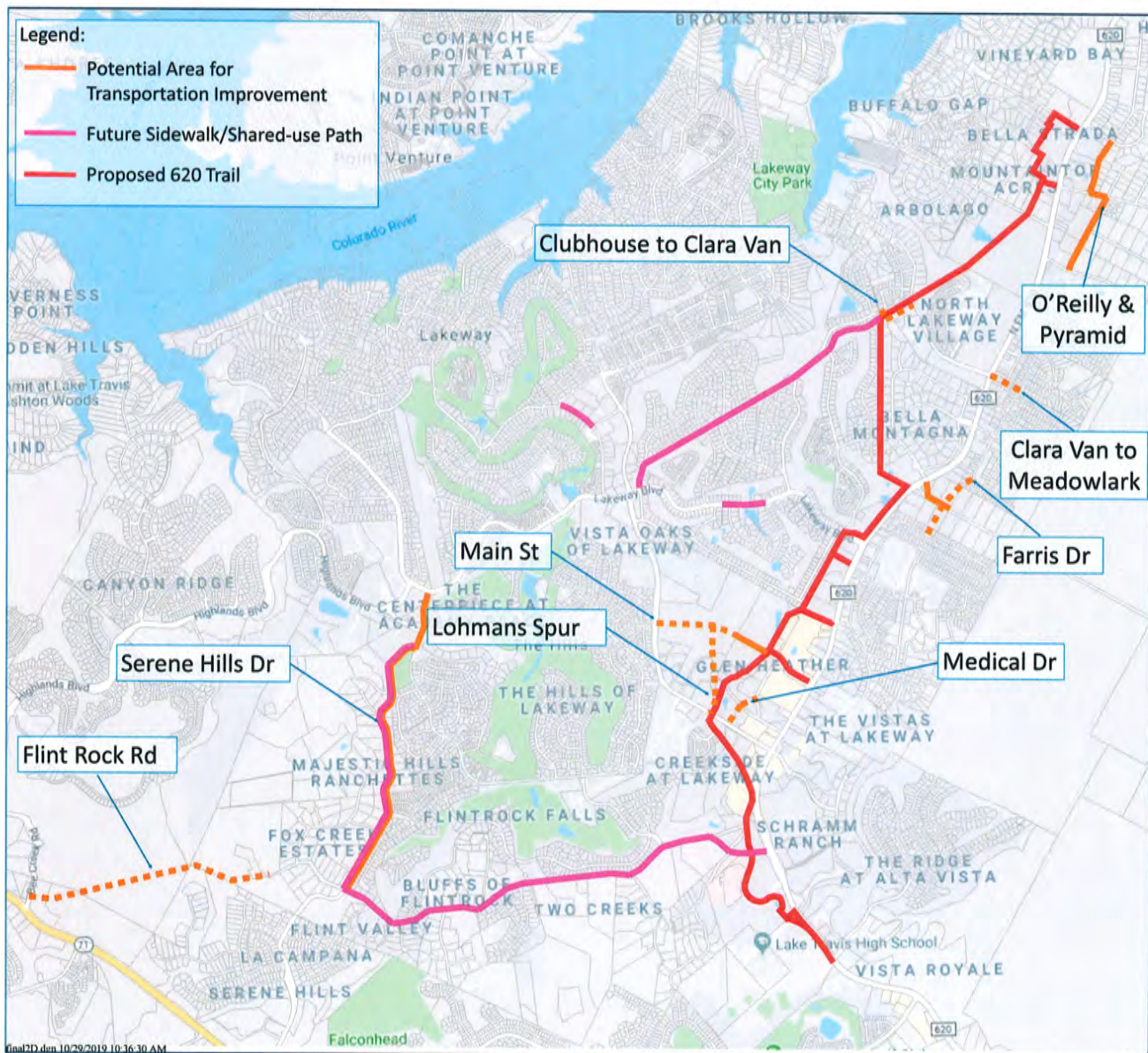
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## 1. INTRODUCTION

The City of Lakeway conducted a study to evaluate potential improvements to the existing transportation infrastructure that would relieve congestion and reduce travel time within the City limits. The study focused on several areas within Lakeway and includes improving and extending existing roads on new locations to provide connectivity solutions. City leadership and staff selected 11 (nine roadway and two pedestrian/bicycle) candidate projects shown in **Figure 1** based on previously identified transportation challenges and ongoing City planning initiatives for inclusion in the City's infrastructure investment program. The description and scope of each project are provided in the tables in **Appendix A**.



**Figure 1: Potential Areas of Transportation Improvements**



Based upon coordination with the City Engineer and public comments received, nine additional projects were included for review and consideration (see **Appendix A-1**).

## 2. TRANSPORTATION STEERING COMMITTEE

A Transportation Steering Committee (TSC) was appointed by the City of Lakeway to facilitate the process of identifying projects (roadway and pedestrian) for the transportation infrastructure investment program. The TSC was formed to assist the City in obtaining community input on areas of concern and to assess the identified projects. The TSC was made up of seven Lakeway residents and a City Council Liaison, including Judy Donahue (Chair), Justin Crawford, Jesse Griffith, Christina Humphrey, Hannah Lloyd, Robert Schmidt, and John Caporal. Gretchen Vance serving as the City Council Liaison.

The TSC conducted a van tour of the potential transportation improvement areas and met with the project consulting team on several occasions to review available documents, traffic data, evaluation screening matrix, and the open house summary. Information about transportation challenges and potential solutions was discussed with the TSC to ensure that the conclusions of the project team were consistent with City goals and objectives. In addition, the TSC conducted meetings with homeowners and neighborhood associations from September 2019 through October 2019.

## 3. EVALUATING THE POTENTIAL INVESTMENTS

As part of the process for determining transportation system improvements that would best meet Lakeway's needs, the existing conditions of the major thoroughfares within Lakeway were analyzed to understand current deficiencies. The project team conducted technical analyses and relied on local stakeholder and public input to understand existing transportation system issues and identify critical locations. With this information, improvements focused on the areas of greatest current deficiencies were analyzed and prioritized.

The process of evaluating benefits and impacts of the potential investments examined project scope, performance, cost effectiveness, and relevance to community goals and objectives. A set of performance measures was developed to assist the TSC in the project prioritization process. Criteria established for evaluating the projects included both quantitative (based on measurable system performance and transportation impact criteria) and qualitative (based on policy imperatives) performance measures. The initial eight criteria included System Performance, Travel Time Savings, Safety, Economic Development, Quality of Life, Project Readiness, Community Acceptance, and Cost Benefit. However, the TSC considered the relevance and importance of the performance measures and elected to move forward with five (Travel Time Savings, Safety, Quality of Life, Neighborhood Acceptance, and Cost Benefit) and assigned a weighting of 20% to each criterion. **Table 1** summarizes the TSC criteria used to evaluate the potential projects.



**Table 1: TSC Evaluation Criteria**

Evaluation Criteria	Performance Measure	Weight (%)
Travel Time Savings	Reduction in AM and PM peak-hour delay	20%
Safety	Decreasing conflict on RM 620, providing signalized intersections at other locations	20%
Quality of Life	Connectivity improvements for residents	20%
Neighborhood Acceptance	Level of public support	20%
Cost Benefit	Cost per number of people served	20%

These criteria and the associated performance measures are discussed herein.

## 4. FUTURE TRANSPORTATION NETWORK

### 4.1 Future Growth in Lakeway and the Surrounding Area

To fully assess the future mobility needs of Lakeway, residential and commercial growth expected to affect the future transportation system performance was incorporated into the analysis. The growth rate used to develop the projection of future traffic was based on population and employment projections consistent with the Lakeway Comprehensive Plan Update (as shown in Scenario 2A of Appendix A). This growth rate was verified using the Capital Area Metropolitan Planning Organization (CAMPO) Travel Demand Model, shown in Table 2.

**Table 2: CAMPO vs. Analysis Growth Rate**

CAMPO Growth Rate	Analysis Growth Rate
1.40%	1.89%

As shown in Table 22, the growth rate used in the future traffic projections was slightly higher than CAMPO's. As a result, the future year analysis is more conservative and able to capture any unaccounted-for growth within the study area.

### 4.2 Other Likely Transportation Infrastructure Investments

The Texas Department of Transportation (TxDOT) Austin District Project and Studies database includes a prioritized list of transportation projects that are currently in the study phase or under construction. Improvements along RM 620 from SH 71 to Hudson Bend Road, the primary local



thoroughfare for Lakeway as well as a commuter highway for Travis County, are included in this list of planned improvements. Implementation of the project plans is anticipated to start in 2022 and includes:

- Widening RM 620 in Lakeway from a five-lane roadway with two lanes in each direction and a two-way left-turn lane to a six-lane divided roadway with three lanes in each direction.
- Addition of raised medians throughout the corridor, restricting left-turn access to signalized intersections and channelized left-turn bays.
- Addition of a shared-use path (SUP) along the corridor.

For the purposes of this study, the TxDOT schematic designs for the planned RM 620 improvements are included in the potential transportation investments for 2045 conditions.

## 5. TRAVEL TIME SAVINGS

The performance measure used in travel time savings was based on project implementation resulting in a reduction in AM and PM peak-hour delay. Each potential improvement was assigned a value of Low, Medium-Low, Medium, Medium-High, or High based on the results of the technical analysis.

### 5.1 Methodology for Estimating Existing Travel Patterns

Based on a thorough analysis of existing traffic on area roadways, the methodology used for the technical analysis of existing travel patterns is as follows:

1. Acquire origin and destination (O-D) metrics from StreetLight Insight® reflecting 2019 average weekday trip patterns, beginning, ending or passing through Lakeway.
2. Compare O-D trips produced by Streetlight to O-D trips produced by the CAMPO 2015 regional model to validate StreetLight Data trip patterns.
3. Conduct weekday turning-movement counts, taken in October 2019, during peak hours at the following intersections (provided in **Appendix B**):

- |                                   |  |
|-----------------------------------|--|
| a. RM 620 & Debba Drive           | i. RM 620 & Spillman Ranch Loop            |
| b. RM 620 & Kollmeyer Drive       | j. RM 620 & Cavelier Drive                 |
| c. RM 620 & Clara Van Street      | k. Lakeway Blvd. & Lohmans Crossing Road   |
| d. RM 620 & Lakeway Boulevard     | l. Lakeway Boulevard & Highlands Boulevard |
| e. RM 620 & Dave Drive            | m. Lakeway Boulevard & The Hills Drive     |
| f. RM 620 & Glen Heather Drive    | n. Serene Hills Drive & Flint Rock Road    |
| g. RM 620 & Lohmans Crossing Road | o. SH 71 & Serene Hills Drive              |
| h. RM 620 & Flint Rock Road       | p. SH 71 & Bee Creek Road                  |



4. Develop a simulation network of Lakeway's transportation system using TransModeler Version 5.0™ in conjunction with the StreetLight O-D trip matrix to model existing traffic conditions on the roadway network.
5. Analyze existing conditions using TransModeler to compile intersection turning-movement volumes, intersection level of service, and delay.
6. Compare output from Step 5 with existing turning-movement counts collected in Step 3 to evaluate the validity of the StreetLight data input.
7. Using the estimated (1.89%) growth rate from the Lakeway Comprehensive Plan, project future 2045 trips to create a future year O-D trip matrix.
8. Compare projected 2045 O-D trip matrix to CAMPO regional forecast 2045 to validate the overall growth rate.
9. Analyze future year (2045) conditions using the 2045 O-D trip matrix and compare resulting trip pattern output to CAMPO regional 2045 model to validate trip patterns.

## 5.2 Methodology for Evaluating Traveller Response to Potential Investments

Using the estimated growth rate from the Lakeway Comprehensive Plan, future 2045 trips were projected to create a future year O-D trip matrix. The projected 2045 O-D trip matrix was then compared to CAMPO's regional forecast 2045 to validate the overall growth rate. The future year (2045) conditions was subsequently analyzed using the 2045 O-D trip matrix and the resulting trip pattern output to CAMPO regional 2045 model was compared to validate trip patterns.

Following the estimation of existing and future travel patterns in the study area, two future year scenarios were compared to analyze the effect of the potential investments on the roadway network: "2045 Baseline" and "2045 With Improvements" as described below.

### 1. "2045 Baseline" Scenario

- TxDOT's planned geometric improvements on RM 620 from SH 71 to Hudson Bend Road
- Remaining roadway network maintains the existing geometry
- Signal timings were optimized to reflect typical maintenance at high-traffic intersections that will occur regardless of the proposed transportation investment projects implementation.

### 2. "2045 With Improvements" Scenario

- TxDOT's planned geometric improvements on RM 620 from SH 71 to Hudson Bend Road as well as the following potential transportation investment projects:
  - Flint Rock Road Connection to Spillman Ranch Loop
  - Guyan Drive Extension
  - Flint Rock Road Extension
  - Main Street Extension



- Lohmans Spur Road Extension
- Medical Parkway Extension
- Clara Van Street Extension to Clubhouse Drive
- Clara Van Street Extension to Meadowlark Street
- Farris Drive Extension
- O'Reilly Drive/Pyramid Drive Extension

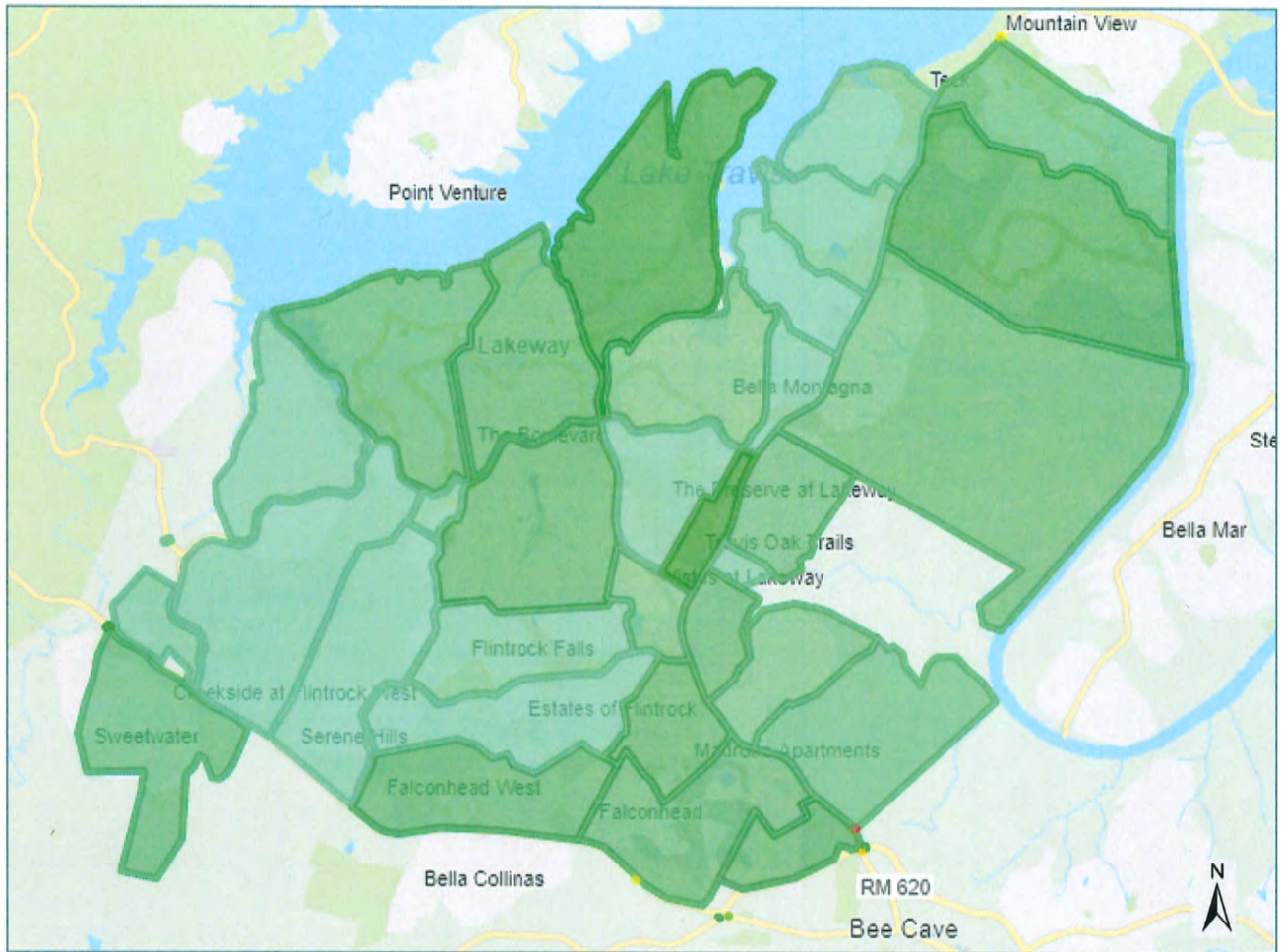
System performance was evaluated using the following metrics in the analysis of the "2045 Baseline" and "2045 With Improvements" scenarios:

- Average Intersection Delay (seconds per vehicle) and associated Level of Service
- Average Speed (mph)
- Vehicle Miles Traveled (VMT)
- Vehicle Hours Traveled (VHT)
- Average Trip length (miles)
- Average Travel Time (minutes)
- Total Network Delay (hours)

The forecasted analyses of traveller response to the potential projects focused on the PM peak hour because PM peak hour typically represent the highest traffic volume and most congested hour of the day. From the comparison of these metrics, the feasibility of the proposed transportation investments as a viable solution to mitigate anticipated growth was determined. Once the travel responses to the "2045 With Improvements" scenario was analyzed, the travel patterns from the model were observed to consider the percent of cut-through trips the proposed projects were likely to attract.

### **5.2.1 Existing Trip Patterns Validations**

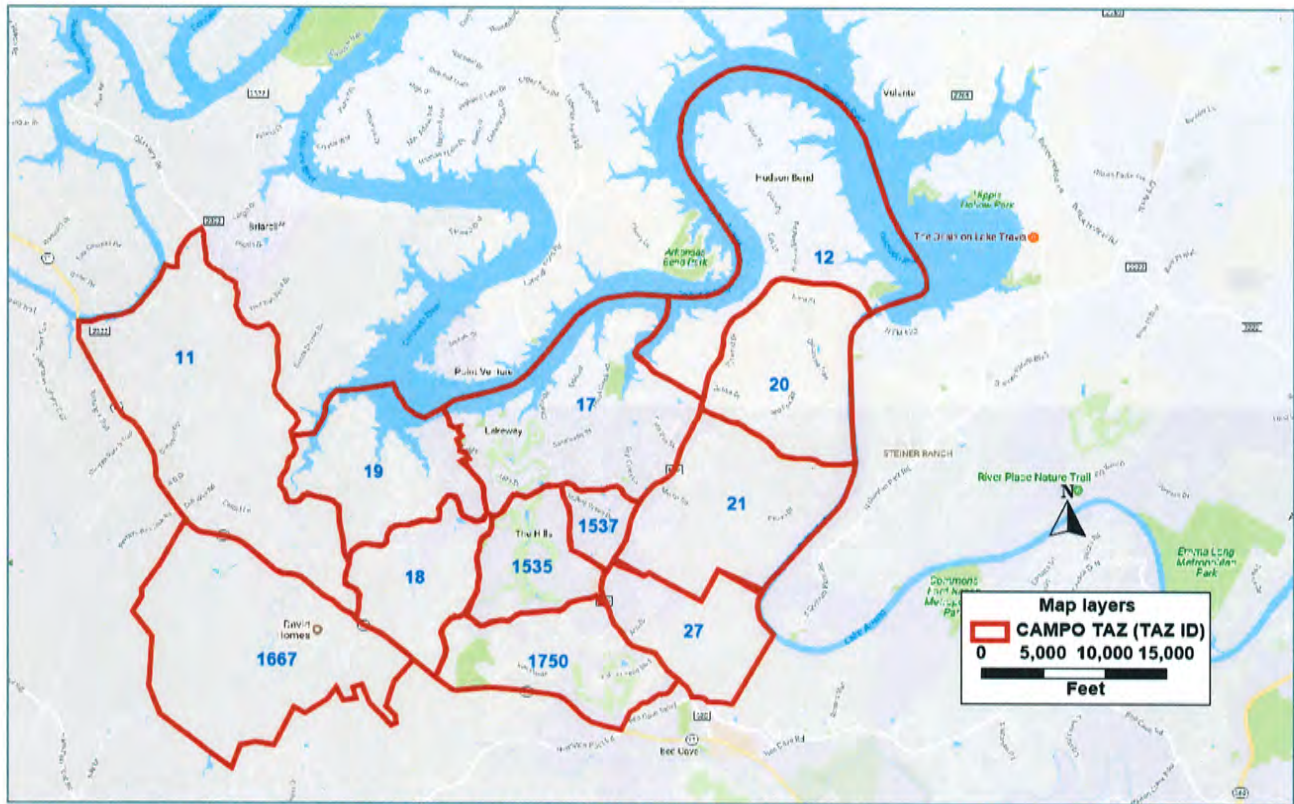
PM peak hour (5 pm to 6 pm) O-D trip matrix from StreetLight was used as input in the analysis to provide estimates of level of service and delay. To create the O-D trip matrix, StreetLight uses zones to define its origins and destinations as shown in **Figure 2**.



**Figure 2: StreetLight Lakeway Zones**



The PM peak hour O-D trips were then compared to the CAMPO regional model using the CAMPO zones shown in **Figure 3** to validate StreetLight trip patterns shown in **Table 3**.



**Figure 3: CAMPO Lakeway Zones**

CAMPO zones that are not anticipated to affect the future roadway network of Lakeway were excluded in the comparison. As shown in **Table 3**, the distribution of trips throughout the CAMPO and StreetLight models falls within five percent for all zones except zone 1537, which is west of RM 620 between Lohmans Crossing Road and Lakeway Boulevard.

**Table 3: Existing PM Peak Trip Patterns (CAMPO vs. StreetLight)**

Zone	Origin		Destination		Difference in Origin (%)	Difference in Destination (%)
	CAMPO	Streetlight	CAMPO	Streetlight		
17	23%	20%	28%	23%	3%	5%
18	2%	3%	1%	2%	-1%	-1%
20	16%	12%	16%	12%	4%	3%
21	15%	11%	11%	10%	4%	1%
27	7%	9%	7%	10%	-2%	-2%
1535	14%	11%	16%	10%	3%	5%
1537	11%	17%	7%	18%	-6%	-11%



Zone	Origin		Destination		Difference in Origin (%)	Difference in Destination (%)
	CAMPO	Streetlight	CAMPO	Streetlight		
1750	13%	17%	14%	14%	-4%	-1%

Zone 1537 consists primarily of commercial developments that may not be reflected in the 2015 CAMPO regional model but are reflected in the more recent StreetLight data. Once the StreetLight input was validated, the turning-movement volume output produced by TransModeler was compared to the turning-movement counts collected to show the simulation accurately reflects existing conditions in Lakeway. **Table 4** shows a comparison of the trip patterns from the model to existing conditions.

**Table 4: Existing PM Peak Hour Turning Movement  
(TransModeler Output vs. Collected Counts)**

ID	Intersection	TransModeler	Counts	Difference
101	RM 620 & Debba Drive	8%	7%	1%
102	RM 620 & Kollmeyer Drive	7%	7%	0%
103	RM 620 & Clara Van Street	7%	7%	0%
104	RM 620 & Lakeway Boulevard	9%	9%	0%
105	RM 620 & Dave Drive	7%	7%	0%
106	RM 620 & Glen Heather Drive	9%	8%	1%
107	RM 620 & Lohmans Crossing Road	10%	9%	1%
108	RM 620 & Flint Rock Road	9%	9%	0%
109	RM 620 & Spillman Ranch Loop	8%	8%	0%
110	RM 620 & Cavelier Drive	8%	8%	0%
111	Lakeway Boulevard & Lohmans Crossing Road	5%	4%	1%
112	Lakeway Boulevard & Highlands Boulevard	2%	1%	0%
113	Lakeway Boulevard & The Hills Drive	2%	2%	0%
114	Serene Hills Drive & Flint Rock Road	1%	2%	-1%
115	SH 71 & Serene Hills Drive	4%	6%	-2%
116	SH 71 & Bee Creek Road	3%	4%	-1%
117	Highland Boulevard & Bee Creek Road	1%	1%	0%
<b>Total</b>		<b>100%</b>	<b>100%</b>	<b>-</b>



### 5.2.2 2045 Trip Patterns Validation

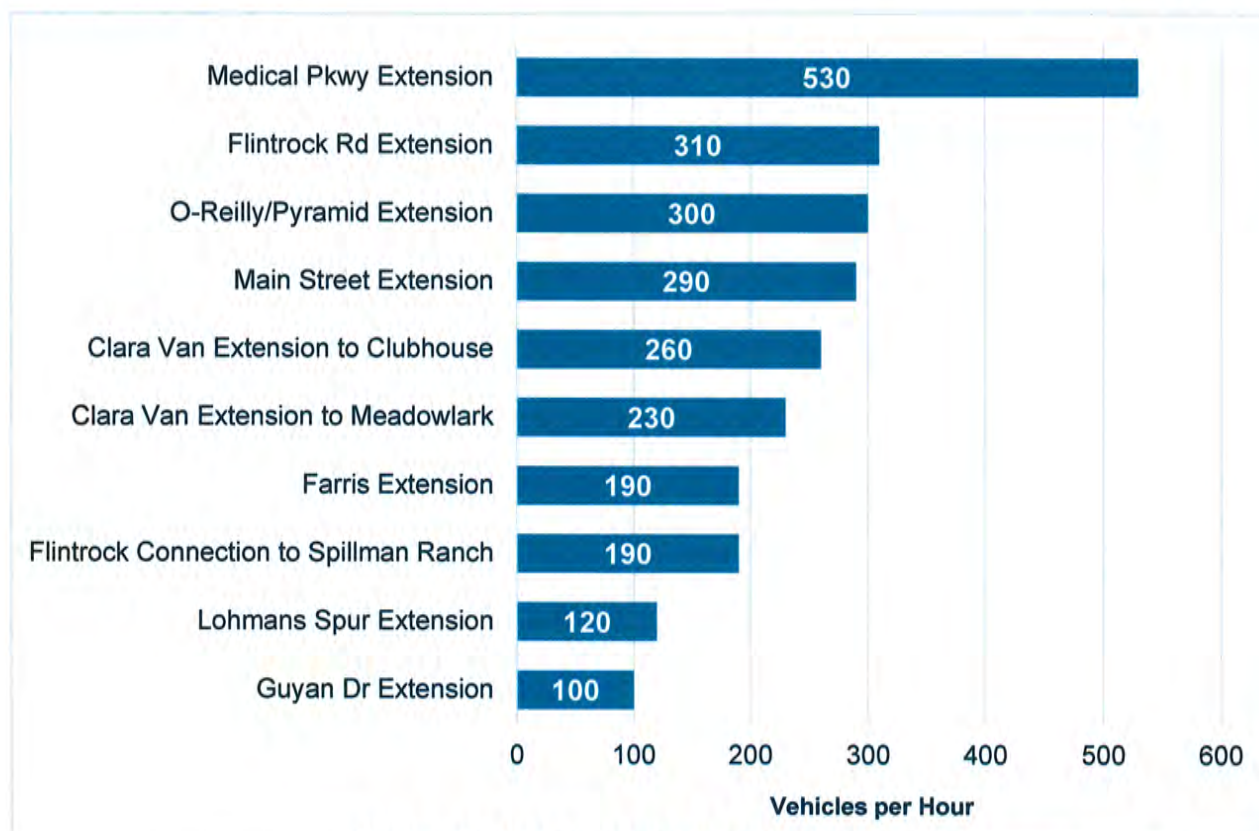
The 2045 O-D trip matrix was developed by applying the analysis growth rate of 1.89% to the StreetLight produced O-D trip matrix. For consistency, the 2045 Baseline trip patterns were compared to the CAMPO 2045 regional model, as shown in **Table 5**. The distribution of trips throughout the CAMPO and StreetLight models falls within five percent for the majority of zones, as to be expected when forecasting trip patterns over a long period of time. After 2045 Baseline trip patterns were validated, the 2045 O-D matrix was input to the 2045 With Improvements model.

**Table 5: 2045 PM Peak Trip Patterns (CAMPO vs. StreetLight)**

Zone	Origin		Destination		Difference in Origin (%)	Difference in Destination (%)
	CAMPO	Streetlight	CAMPO	Streetlight		
17	18%	13%	24%	23%	5%	2%
18	4%	7%	4%	2%	-3%	2%
20	13%	10%	14%	12%	3%	2%
21	14%	10%	10%	10%	4%	0%
27	12%	23%	10%	9%	-11%	0%
1535	11%	7%	13%	10%	4%	3%
1537	8%	15%	6%	20%	-7%	-14%
1750	21%	16%	18%	15%	5%	3%

### 5.3 Traveller Response to Potential Investments

The resulting PM peak hour traffic volumes using potential improvements were assessed to estimate the traffic demand each proposed transportation investment is likely to serve. **Figure 4** shows the projected future peak hour traffic anticipated to use the potential transportation investments that are new connections. The Medical Parkway Extension is anticipated to have the highest projected utilization with the addition of approximately 530 trips using the extension in the PM peak hour, while the proposed Guyan Road extension is anticipated to have the lowest use.



**Figure 4: 2045 Total PM Peak Hour Trips**

### 5.3.1 Cut-through Traffic

Cut-through traffic is traffic using primarily residential areas to bypass or partially bypass main thoroughfares (e.g. RM 620 and SH 71) to avoid congestion. Cut-through trips do not stop in these residential areas as their destination and are perceived as a safety risk due to typically higher driving speeds. Trips projected to use potential improvements as cut-through routes through Lakeway were identified and evaluated. **Table 6** shows these projections.

**Table 6: Cut Through Traffic Projections (2045)**

Route Type*	Clara Van Street Extension to Clubhouse Drive	Farris Drive Extension	Flint Rock Road Extension
Non Cut-through	37%	84%	57%
Cut-through	63%	16%	43%

\*Non Cut-through trips either originate or terminate in the neighbourhood adjacent to the proposed improvement, and Cut-through trips comprise the remainder of all other trips using that improvement.

As shown in **Table 6**, Farris Drive Extension has the highest percent of non-cut through trips, while Clara Van Street Extension to Clubhouse Drive has the highest percentage of cut-through trips.



### 5.3.2 Roadway Congestion and Delay

PM peak hour trip metrics were used to evaluate the total network performance. 2045 Baseline conditions and 2045 With Improvements conditions were used to compare the anticipated roadway congestion and delay. As shown in **Table 7**, both the total network delay and average intersection delay are expected to decrease significantly while the vehicle miles traveled is expected to increase. Additionally, the number of unserved vehicles is expected to decrease with the potential projects in place, representing a network with higher capacity and greater throughput of vehicles. Accordingly, the proposed transportation improvements are expected to result in improved trip metrics from the 2045 Baseline conditions.

**Table 7: Total PM Network Metrics**

	2019 Existing	2045 Baseline	2045 With Improvements	Change with Proposed Projects (2045)
Total Population Metrics	15,184	23,629	23,629	-
Total Number of Trips	13,625	22,000	22,000	-
Average Speed (mph)	25.9	20.0	24.7	+ 4.7 (24%)
Average Trip Length (mi)	3.6	4.3	4.3	+ 0.1 (2%)
Average Travel Time (min)	9.5	15.5	12.2	- 3 (19%)
Vehicle Miles Traveled (VMT)	38,969	42,845	58,678	+ 15,833 (37%)
Vehicle Hours Traveled (VHT)	1,783	2,578	2,752	+ 174 (7%)
Unserved Vehicles	471	2,004	877	- 1127 (56%)
Unserved Delay (hours)	0	620	117	- 503 (81%)
Total Delay (hours)	743	1,467	1,238	- 229 (16%)
Average Intersection Delay (sec/veh)	21	60	34	- 27 (45%)

Roadway congestion and delay were also evaluated by comparing the level of service (LOS) at the study intersections. The 2010 Highway Capacity Manual uses LOS as the method by which the quality of traffic flow is described. LOS describes operational conditions in six levels based on speed and travel time, freedom to maneuver, traffic interruptions, comfort, convenience, and safety. These six levels are assigned a rating of 'A' through 'F' with descriptions and defining criteria depending on the roadway element analyzed. LOS criteria for traffic signals are based on the average control delay per vehicle. Control delay includes deceleration and acceleration delay, queue move-up time, and stopped delay; these criteria are shown in **Table 8**.



**Table 8: Signalized and Stop-Controlled Intersections LOS Criteria**

LOS	Average Control Delay – Signalized Intersections (sec/veh)	Average Total Delay – Stop Controlled Intersections (sec/veh)
A	≤ 10	≤ 10
B	> 10 and ≤ 20	> 10 and ≤ 15
C	> 20 and ≤ 35	> 15 and ≤ 25
D	> 35 and ≤ 55	> 25 and ≤ 35
E	> 55 and ≤ 80	> 35 and ≤ 50
F	> 80	> 50

**Table 9** shows the projected PM peak hour LOS for 2019 Existing, 2045 Baseline, and 2045 With Improvements conditions. As shown in **Table 9**, all study intersections have an increase in delay from the 2019 Existing conditions to the 2045 Baseline conditions. Twelve intersections showed a decrease in delay from the 2045 Baseline conditions to the 2045 With Improvements conditions while five intersections showed an increase in delay. This is because all proposed transportation investments would not affect all study intersections and the attractiveness of the proposed transportation investments would likely increase the number of systemwide trips.

**Table 9: PM Peak Hour LOS Analysis Results**

ID	Intersection	LOS/ Delay	Existing (2019)	Baseline (2045)	With Improvements (2045)
101	RM 620 & Debba Drive	LOS	B	C	C
		Delay (sec)	17.64	21.83	20.83
102	RM 620 & Kollmeyer Drive	LOS	B	E	B
		Delay (sec)	14.62	56.32	11.58
103	RM 620 & Clara Van Street	LOS	A	B	B
		Delay (sec)	6.43	12.12	15.09
104	RM 620 & Lakeway Boulevard	LOS	C	D	B
		Delay (sec)	30.31	50.53	14.21
105	RM 620 & Dave Drive	LOS	A	D	B
		Delay (sec)	9.14	27.99	10.10
106	RM 620 & Glen Heather Drive	LOS	C	F	D
		Delay (sec)	30.63	127.58	38.38
107	RM 620 & Lohmans Crossing Road	LOS	C	F	F
		Delay (sec)	34.72	203.73	101.37
108	RM 620 & Flint Rock Road	LOS	D	F	F
		Delay (sec)	44.88	145.72	111.92
109	RM 620 & Spillman Ranch Loop	LOS	C	E	E
		Delay (sec)	27.34	63.48	62.85
110	RM 620 & Cavelier Drive	LOS	B	C	D
		Delay (sec)	19.57	23.28	39.14
111		LOS	C	E	D



ID	Intersection	LOS/ Delay	Existing (2019)	Baseline (2045)	With Improvements (2045)
	Lakeway Boulevard & Lohmans Crossing Road	Delay (sec)	33.57	72.05	37.45
112	Lakeway Boulevard & Highlands Boulevard	LOS	A	E	B
		Delay (sec)	7.18	47.58	12.63
113	Lakeway Boulevard & The Hills Drive	LOS	B	B	C
		Delay (sec)	11.59	14.75	17.96
114	Serene Hills Drive & Flint Rock Road	LOS	D	F	F
		Delay (sec)	26.50	102.19	123.29
115	SH 71 & Serene Hills Drive	LOS	C	C	C
		Delay (sec)	20.27	29.52	25.38
116	SH 71 & Bee Creek Road	LOS	B	C	C
		Delay (sec)	19.61	23.47	23.34
117	Highland Boulevard & Bee Creek Road	LOS	A	A	A
		Delay (sec)	3.95	4.52	4.72

The resulting change in intersection delay at affected intersections was used in determining the prioritization of potential transportation investments.

## 6. SAFETY

With no crash data available for the potential improvements, “Safety” was evaluated based on engineering judgment. Consideration was given to the benefit of decreasing traffic conflicts on RM 620 by providing alternate routes and providing signalized intersections where ingress and egress is an issue.

## 7. QUALITY OF LIFE

Similar to “Safety”, “Quality of Life” was based on a qualitative assessment that considered the improved connectivity for residents resulting from new location projects compared to added capacity improvements. It is important to note that improved connectivity may be viewed as benefit for residents wanting travel options and improved access throughout the community, while those looking to preserve the existing character of the neighborhoods may view it as a negative impact.

## 8. NEIGHBORHOOD ACCEPTANCE

Public input is an integral component of the transportation development process and as such, the City of Lakeway provided multiple opportunities for residents to provide input on the potential investments. For this reason, neighborhood acceptance and the associated level of community support received during the study was included as an evaluation criterion.



## 8.1 Stakeholder Outreach Meetings

During the study, the TSC conducted several outreach meetings with homeowners and neighborhood associations from September 2019 through October 2019 (prior to the Open House) and received 27 comments.

## 8.2 Public Open House

An Open House was held on Tuesday, October 29, 2019 from 6:30–8:30 PM at the City’s Activity Center to obtain public input on potential areas for transportation improvements and provide an opportunity for attendees to speak with the TSC and consultant team. Exhibits of the potential investment areas were reviewed by the public during the open house, and City staff, TSC members and consultants were available to answer questions. A total of 106 individuals attended the Open House.

Several methods were used by the City of Lakeway to notify the public of the October 29, 2019 Open House and encourage participation, including posting the notice in the City’s newsletter, adding the event to the City’s calendar and e-blasting it to residents, placing a banner at two locations in the City, posting the notice at the library and activity center, and on the City’s social media (Facebook, Twitter and Nextdoor).

Exhibits of the potential investment areas were reviewed by the public during the Open House, and City of Lakeway staff, TSC members and consultants answered questions. Exhibits displayed during the Open House are provided in **Appendix C**.

## 8.3 Summary of Comments Received

A total of 209 comments were received during the study; 182 were received during the Open House comment period, which ended on November 8, 2019, in addition to the 27 comments received during the TSC stakeholder outreach meetings. **Table 10** provides a summary of the comments received.

Of **209** comments received:

- 31 (15%) pertained to Serene Hills Drive and Flint Rock Extension
- 42 (20%) pertained to Main Street, Lohmans Spur and Medical Drive
- 75 (36%) pertained to Clubhouse to Clara Van Connection and Clara Van to Meadowlark Connection
- 3 (1%) pertained to Farris Drive and OReilly Drive/Pyramid Drive Improvements
- 13 (6%) pertained to North-south SUP and filling in the sidewalk gaps
- 45 (22%) pertained to other projects (Lakeway Boulevard Connectivity, Tuscan Village, Crest View Drive/Rolling Green Drive extension, RM 620 at Main Street, and Guyan Drive extension)

Attendees were asked to indicate their transportation-related priorities within the City of Lakeway as well as priorities for four segments of the proposed RM 620 Trail; 59 comments were received on the transportation-related priorities and 16 comments were received on the RM 620 Trail Priority Segments.

Of 59 attendees that provided input on transportation-related priorities:

- 11 (19%) selected congestion and signal wait times
- 18 (30%) selected roadway safety
- 13 (22%) selected connectivity
- 11 (19%) selected pedestrian safety and mobility
- 6 (10%) selected Bicycle safety and mobility

Of 16 attendees that provided input on RM 620 Trail Priority Segments:

- 3 (19%) selected Segment 1 (Oak Grove to Clara Van)
- 3 (19%) selected Segment 2 (Clara Van to Lakeway)
- 8 (50%) selected Segment 3 (Lakeway to Lohmans)
- 2 (12%) selected Segment 4 (Lohmans to Cavalier/Aria)



**Table 10: Summary of Public Comments Received**

Project	Total Comments	Percent For	Reasons For	Percent Against	Reasons Against
Serene Hills Drive	9	22%	<ul style="list-style-type: none"> <li>Supportive of internal connectivity and internal circulation to travel between neighborhoods</li> <li>Verbal support for SUP along Serene Hills</li> </ul>	78%	<ul style="list-style-type: none"> <li>Road not designed for increased traffic</li> <li>Does not want to promote cut through traffic</li> <li>School drop-off/pick-up should be examined</li> </ul>
Flint Rock Extension	22	5%	<ul style="list-style-type: none"> <li>Request SUPs</li> </ul>	95%	<ul style="list-style-type: none"> <li>Does not want to promote cut through traffic</li> <li>Negatively affect quality of neighborhood/property value</li> <li>Safety concern</li> <li>Speeding concerns</li> <li>Negatively impacts neighborhood to solve an external problem</li> </ul>
Main Street	15	87%	<ul style="list-style-type: none"> <li>Supportive of internal connectivity and internal circulation to travel between neighborhoods</li> <li>Would improve access to shopping and restaurants for residents to the west</li> </ul>	13%	<ul style="list-style-type: none"> <li>Request signalized intersection</li> </ul>
Lohmans Spur	24	50%	<ul style="list-style-type: none"> <li>Supportive of internal connectivity and internal circulation to travel between neighborhoods</li> <li>Would improve access to shopping and restaurants for residents to the west</li> </ul>	50%	<ul style="list-style-type: none"> <li>Request signalized intersection</li> <li>Speeding concerns</li> <li>Safety concern</li> </ul>
Medical Drive	3	67%	<ul style="list-style-type: none"> <li>Supportive of internal connectivity and internal circulation to travel between neighborhoods</li> <li>Would improve access to shopping and restaurants for residents to the west</li> </ul>	33%	<ul style="list-style-type: none"> <li>No available right-of-way for upgrades</li> </ul>
Clubhouse to Clara Van Connection	74	5%	<ul style="list-style-type: none"> <li>Supportive of internal connectivity and internal circulation to travel between neighborhoods</li> <li>Supportive of pedestrians/bicycle</li> </ul>	95%	<ul style="list-style-type: none"> <li>Does not want to promote cut through traffic</li> <li>Negatively affect quality of neighborhood/property value</li> </ul>



Project	Total Comments	Percent For	Reasons For	Percent Against	Reasons Against
			connections		<ul style="list-style-type: none"> <li>Safety concern</li> <li>Negatively affect quality of life</li> </ul>
Clara Van to Meadowlark Connection	1	0%	<ul style="list-style-type: none"> <li>Verbal support discussed lack of signalized intersections to access RM 620 from the east side, which creates many conflict points (left-turn and right-turns) along RM 620 for driveways between Kollmeyer Drive and Lakeway Boulevard.</li> </ul>	100%	<ul style="list-style-type: none"> <li>Road not designed for increased traffic</li> <li>Request signalized intersection</li> <li>Safety concern</li> </ul>
Farris Drive	1	100%	<ul style="list-style-type: none"> <li>Supportive of internal connectivity and internal circulation to travel between neighborhoods</li> <li>Issues with (school/work) back-ups during rush hour</li> <li>Extension would provide a route to parallel RM 620 for accessing schools to the north</li> </ul>	0%	N/A
O'Reilly Drive and Pyramid Drive Improvements	2	50%	<ul style="list-style-type: none"> <li>Supportive of internal connectivity and internal circulation to travel between neighborhoods</li> <li>Would help to address issues with (school/work) back-ups during rush hour</li> </ul>	50%	<ul style="list-style-type: none"> <li>Verbally stated that funds would be better spent within the City limits</li> </ul>
North-south SUP	3	100%	<ul style="list-style-type: none"> <li>Supportive of internal connectivity and internal circulation to travel between neighborhoods</li> <li>Supportive of pedestrians/bicycle connections</li> <li>Segment 2 (Clara Van to Lakeway) and Segment 3 (Lakeway to Lohmans) generated the most interest during the Open House</li> </ul>	0%	<ul style="list-style-type: none"> <li>Verbally stated that funds would be better spent elsewhere</li> </ul>
Filling in Sidewalk Gaps	10	70%	<ul style="list-style-type: none"> <li>Supportive of internal connectivity and internal circulation to travel between neighborhoods</li> </ul>	30%	<ul style="list-style-type: none"> <li>Does not agree with use of funds</li> </ul>



Project	Total Comments	Percent For	Reasons For	Percent Against	Reasons Against
			<ul style="list-style-type: none"> <li>Supportive of pedestrians/bicycle connections</li> <li>Verbal support for two locations; Palos Veres Dr between Timpanagos Dr and Kerry Ct and around Serene Hills Elementary</li> </ul>		
<b>Other Projects Identified</b>					
Lakeway Blvd Neighborhood Connectivity	7	57%	<ul style="list-style-type: none"> <li>Supportive of internal connectivity and internal circulation to travel between neighborhoods</li> </ul>	43%	<ul style="list-style-type: none"> <li>Does not want to promote cut through traffic</li> <li>Request signalized intersection</li> </ul>
Stop sign/signal at Bella Toscana/ Lohmans Crossing	9	100%	<ul style="list-style-type: none"> <li>Supportive of internal connectivity and internal circulation to travel between neighborhoods</li> <li>Request signalized intersection</li> <li>Speeding concerns</li> </ul>	0%	N/A
Crest View Dr/Rolling Green Dr Extension	19	21%	<ul style="list-style-type: none"> <li>Supportive of internal connectivity and internal circulation to travel between neighborhoods</li> <li>Some support for SUP (pedestrians/bicycle/golf cart) connection only</li> </ul>	79%	<ul style="list-style-type: none"> <li>Does not want to promote cut through traffic</li> <li>Negatively impacts neighborhood to solve an external problem</li> <li>Negatively affect quality of neighborhood/property value</li> <li>Road not designed for increased traffic</li> <li>Safety concern</li> </ul>
RM 620 at Main Street	8	100%	<ul style="list-style-type: none"> <li>Supportive of internal connectivity and internal circulation to travel between neighborhoods</li> </ul>	0%	N/A
Guyan Drive Extension	2	100%	<ul style="list-style-type: none"> <li>Support creating a safe and direct access point from the northeast</li> <li>Residents have been aware of possible extension</li> <li>Extension would reduce traffic on Lohmans (a school zone).</li> </ul>	0%	<ul style="list-style-type: none"> <li>Does not want to promote cut through traffic</li> <li>Negatively impacts neighborhood to solve an external problem</li> <li>Negatively affect quality of neighborhood/property value</li> </ul>



## 9. COST BENEFIT

Cost benefits for each improvement were analyzed based on the project cost per number of people served and assigned a rating ranging from Low to High. Preliminary cost estimates were developed for each project using three expense categories: construction, engineering, and Right-of-Way (ROW) acquisition. Construction costs were calculated using up-to-date local unit cost prices. Each project was then evaluated for its design and construction complexity; construction prices and engineering costs were adjusted accordingly. For undeveloped land, ROW costs were based on residential and commercial price per square foot. Travis County tax assessed values were used in cases where real estate was impacted. The preliminary cost estimates developed for each project are provided in **Table 11**.

**Table 11: Preliminary Cost Estimates**

Project	Construction Cost	Engineering Cost	ROW Cost	Total Preliminary Costs
Main Street	\$4.58 M	\$0.47 M	\$0.50 M	\$5.55 M
O'Reilly & Pyramid between the two schools	\$1.95 M	\$0.19 M	\$0	\$2.13 M
Medical Drive	\$1.83 M	\$0.25 M	\$0.20 M	\$2.28 M
Farris Drive	\$1.69 M	\$0.16 M	\$0.26 M	\$2.10 M
North-South SUP	\$8.02 M	\$0.95 M	\$0	\$8.97 M
Lohmans Spur	\$2.48 M	\$0.25 M	\$0.50 M	\$3.23 M
Additional sidewalk gaps within the City	\$7.32 M	\$0.75 M	\$0	\$8.07 M
Clara Van to Meadowlark connection	\$0.36 M	\$0.12 M	\$2.46 M	\$3.0 M
Serene Hills	\$13.7 M	\$1.35 M	\$0	\$15.0 M
Flint Rock Extension (Flint Rock to Bee Creek Road)	\$20.9 M	\$2.80 M	\$1.75 M	\$25.4 M
Clubhouse to Clara Van connection	\$1.16 M	\$0.19 M	\$0.18 M	\$1.53 M
Crest View/Rolling Green Drive			\$0	\$0.30 M
Crosswalk Improvements at Lakeway Dr/Lakeway Blvd	\$0.90 M	\$0	\$0	\$0.90 M
Drainage Improvements at LWC on Lakeway Dr	\$1.49 M	\$0.20 M	\$0	\$1.69 M



Project	Construction Cost	Engineering Cost	ROW Cost	Total Preliminary Costs
Cart path at Lohmans Crossing & Hurst Creek	\$2.45 M	\$0.28 M	\$0	\$2.72 M
Guyan Drive Extension	\$1.14 M	\$0.12 M	\$0.21 M	\$1.47 M
Serene Hills Dr (from Flint Rock to SH 71)	\$5.59 M	\$0.53 M	\$0	\$6.12 M

For example, cost benefit for the Flint Rock Extension was rated “Low” due to the high project costs (\$25.4 million) for the new location project relative to the number of Lakeway residents served. Similarly, the cost benefit for the OReilly and Pyramid Drive improvements was rated “Medium-high” with a cost estimate of \$2.13 million to pave the existing roads and provide a safe and alternate route to the schools for residents on the east side of the City.

## 10. PRIORITIZING POTENTIAL INVESTMENTS

The project team applied a rating scale ranging from “Low, Medium-low, Medium, Medium-high, to High” with a corresponding numerical value of “1 to 9”. By multiplying the assigned value and the weighting factor, the score for each criterion ranged from 0.20 to 1.8 as shown in **Table 12**.

**Table 12: TSC Evaluation Criteria**

Rating Scale	Assigned Value	Weight (%)	Score
Low	1	20%	0.20
Medium-low	3	20%	0.60
Medium	5	20%	1.00
Medium-high	7	20%	1.40
High	9	20%	1.8

Project evaluation matrices were developed using the TSC evaluation criteria to assist in ranking and prioritizing the projects (**Appendix A**). The resulting score for each criterion was totaled for each project and the weighted results provided the basis for the TSC’s prioritizations and recommendations. The TSC met on December 3, 2019 to review the project evaluation matrices (**Appendices A-1 and A-2**) that were developed based on the evaluation criteria. As shown in **Appendix A-2**, several projects ranked in the Medium-high to High range, with weighted totals greater than seven points. In addition to the project evaluation matrix, the TSC reviewed and considered traffic data, preliminary cost estimates, and neighbourhood acceptance to identify an initial list of projects for ranking and prioritization. The project

evaluation matrix was refined to include preliminary costs estimates, weighted total, and project advantages and disadvantages (**Appendix A-3**).

During the December 10, 2019 TSC meeting, the TSC completed the project prioritization and ordered the projects by level of importance based on preliminary costs, weighted total, and project advantages and disadvantages as shown in **Appendix A-3**. These project recommendations listed in **Table 13** were presented at the December 16, 2019 City Council Meeting.

**Table 13: Recommended Potential Investments**

Project	Scope	Total Preliminary Costs	Weighted Total
Main Street	New location connection between RM 620 and Lohman's Crossing	\$5.55 M	8.2
O'Reilly & Pyramid between the two schools	Existing Travis County roads to be improved	\$2.13 M	7.4
Medical Drive	New location extension from Birrell to Lohman's	\$2.28 M	6.6
Farris Drive	New location extension from Gebron to Meadowlark	\$2.10 M	6.6
North-South SUP	New location Shared Use Path	\$8.97 M	6.4
Lohmans Spur	New location extension from Lohmans Spur to Main St	\$3.23 M	6.2
Additional sidewalk gaps within the City	Filling sidewalk gaps at various locations (Does not include improvements along Serene Hills or Flint Rock)	\$8.07 M	6
Clara Van to Meadowlark Connection	New location connection utilizing the signal at Clara Van	\$3.00 M	5.4



## **Appendix A**

A-1: Project Evaluation Matrix (Rating Scale)

A-2: Project Evaluation Matrix (Weighted Totals)

A-3: Prioritized Project Listing

**APPENDIX A-1: CITY OF LAKEWAY PROJECT EVALUATION MATRIX (RATING SCALE)**

No.	Project	Scope	Travel Time Savings	Safety	Quality of Life	Neighborhood Acceptance	Cost Benefit
1	Serene Hills	Improvements along Serene Hill inclusive of the Serene Hills/The Hills Drive intersection	Low	Medium	Medium	Low	Low
2	Flint Rock Extension (Flint Rock to Bee Creek Road)	New location extension of Flint Rock Rd to Bee Creek Rd	Medium-Low	Low	Low	Low	Low
3	Main Street	New location connection between RM 620 and Lohman's Crossing	High	Medium	High	High	High
4	Lohmans Spur	New location extension from Lohmans Spur to Main Street	High	Medium	Medium-High	Medium	Medium
5	Medical Drive	New location extension from Birrell to Lohman's	High	Medium	Medium	High	Medium
6	Clubhouse to Clara Van connection	New location connection from Clubhouse to Clara Van utilizing easement property	Low	Low	Medium-Low	Low	Low
7	Clara Van to Meadowlark connection	New location connection utilizing the signal at Clara Van	Low	High	Medium-High	Low	Low
8	Farris Drive	New location extension from Gebron to Meadowlark	Medium	High	High	Medium	Medium
9	O'Reilly & Pyramid between the two schools	Existing Travis County roads to be improved	Medium-High	High	High	Medium	Medium-High
10	North to South running Shared Use Path		N/A	High	High	High	Medium
11	Additional sidewalk gaps within the City	Filling sidewalk gaps at various locations	N/A	High	High	High	Medium-Low
<b>Other Projects</b>							
12	Crest View/Rolling Green Drive	Extend Crestview Drive/Rolling Green into The Oaks parking lot.	Roadway extension not feasible				
13	RM 620/Main Street Intersection	Improve intersection/signal timing	To be done by TxDOT				
14	Hike & bike trail (SUP)	From Lohman's Spur/Lohman's Crossing into HEB and The Oaks	Priority is Segment 3 (Lakeway to Lohmans)				
15	Crosswalk Improvements at Lakeway Dr/Lakeway Blvd		Add to Project No. 11				
16	Drainage improvements at LWC on Lakeway Dr	Sidewalk/Cart path (both sides) & Culvert improvements to eliminate low water crossing		High	High	High	Medium
17	Cart path at Lohmans Crossing & Hurst Creek	Add cart path on other side of the road	Add to Project No. 11				
18	Guyan Drive Extension	New location extension from Rolling Green Dr to Lohmans Crossing	Medium	Low	Medium-Low	Low	Medium
19	Serene Hills Dr (from Flint Rock to SH 71)	Add 1 lane in each direction	Medium-Low	High	Medium	Medium	High
20	Flint Rock to Spillman Ranch Connection	New location connection from Flint Rock to Lakeway High School	Medium-High	High	High	High	Medium-High

**NOTE:-**

Projects 15 - 17 added by City Engineer

Projects 18 - 20 added based on public comments

**Transportation Steering Committee Weighting**

20%	System Performance and Travel Time Savings
20%	Safety
20%	Quality of Life
20%	Neighborhood Acceptance
20%	Cost Benefit

Rating Scale	Assigned Value
Low	1
Medium-Low	3
Medium	5
Medium-High	7
High	9

**APPENDIX A-2: CITY OF LAKEWAY PROJECT EVALUATION MATRIX (WEIGHTED TOTALS)**

No.	Project	Scope	Travel Time Savings	Safety	Quality of Life	Neighborhood Acceptance	Cost Benefit	Weighted Total
1	Serene Hills	Improvements along Serene Hill inclusive of the Serene Hills/The Hills Drive intersection	1	5	5	1	1	2.6
2	Flint Rock Extension (Flint Rock to Bee Creek Road)	New location extension of Flint Rock Rd to Bee Creek Rd	3	1	1	1	1	1.4
3	Main Street	New location connection between RM 620 and Lohman's Crossing	9	5	9	9	9	8.2
4	Lohmans Spur	New location extension from Lohmans Spur to Main Street	9	5	7	5	5	6.2
5	Medical Drive	New location extension from Birrell to Lohman's	9	5	5	9	5	6.6
6	Clubhouse to Clara Van connection	New location connection from Clubhouse to Clara Van utilizing easement property	1	1	3	1	1	1.4
7	Clara Van to Meadowlark connection	New location connection utilizing the signal at Clara Van	1	9	7	1	1	3.8
8	Farris Drive	New location extension from Gebron to Meadowlark	5	9	9	5	5	6.6
9	O'Reilly & Pyramid between the two schools	Existing Travis County roads to be improved	7	9	9	5	7	7.4
10	North to South running Shared Use Path		0	9	9	9	5	6.4
11	Additional sidewalk gaps within the City	Filling sidewalk gaps at various locations	0	9	9	9	3	6
<b>Other Projects</b>								
12	Crest View/Rolling Green Drive	Extend Crestview Drive/Rolling Green into The Oaks parking lot.						
13	RM 620/Main Street Intersection	Improve intersection/signal timing						
14	Hike & bike trail (SUP)	From Lohman's Spur/Lohman's Crossing into HEB and The Oaks						
15	Crosswalk Improvements at Lakeway Dr/Lakeway Blvd							
16	Drainage improvements at LWC on Lakeway Dr	Sidewalk/Cart path (both sides) & Culvert improvements to eliminate low water crossing		9	9	9	5	
17	Cart path at Lohmans Crossing & Hurst Creek	Add cart path on other side of the road						
18	Guyan Drive Extension	New location extension from Rolling Green Dr to Lohmans Crossing	5	1	3	1	5	3
19	Serene Hills Dr (from Flint Rock to SH 71)	Add 1 lane in each direction	3	9	5	5	9	6.2
20	Flint Rock to Spillman Ranch Connection	New location connection from Flint Rock to Lakeway High School	7	9	9	9	7	8.2

**NOTE:-**

Projects 15 - 17 added by City Engineer

Projects 18 - 20 added based on public comments

**Transportation Steering Committee Weighting**

	Rating Scale	Assigned Value
20% System Performance and Travel Time Savings	Low	1
20% Safety	Medium-Low	3
20% Quality of Life	Medium	5
20% Neighborhood Acceptance	Medium-High	7
20% Cost Benefit	High	9



APPENDIX A-3: CITY OF LAKEWAY TSC PRIORITIZED PROJECT LISTING

No.	Project	Scope	Total Preliminary Costs	Weighted Total	TSC 12/3/19 Recommendations	Pros	Cons
3	Main Street	New location connection between RM 620 and Lohman's Crossing	\$5.6 M	8.2	For (4 lanes)	Connectivity, reduce traffic on Lohmans	
9	O'Reilly & Pyramid between the two schools	Existing Travis County roads to be improved	\$2.2 M	7.4	For	Safe route between schools; improved access	Coordination and agreement with Travis County
5	Medical Drive	New location extension from Birrell to Lohman's	\$2.3 M	6.6	For	Connectivity	
8	Farris Drive	New location extension from Gebron to Meadowlark	\$2.1 M	6.6	For	Alternate route to 620, connectivity	ROW costs, construction cost due to large culvert extension; relocation of propane storage/lines
10	North to South running Shared Use Path	New location Shared Use Path	\$9 M	6.4	For	Connectivity; alternate means of travel	Construction cost
4	Lohmans Spur	New location extension from Lohmans Spur to Main St	\$3.3 M	6.2	For	Connectivity	
11	Additional sidewalk gaps within the City	Filling sidewalk gaps at various locations (Does not include project 13-15 below or improvements along Serene Hills or Flint Rock)	\$8.1 M	6	For	Connectivity; alternate means of travel	Construction cost
7	Clara Van to Meadowlark connection	New location connection utilizing the signal at Clara Van	\$3 M	5.4	For	Safety; provide signalized exit for Cardinal Hills subdivision	ROW costs; steep grades; low cost/benefit ratio
1	Serene Hills	Improvements along Serene Hill inclusive of the Serene Hills/The Hills Drive intersection	\$15 M	2.6	Against	Increase capacity	Cost of construction, driveway access, intersection at Hills near school needs to be addressed prior to adding capacity; discuss options with ISD; increased traffic
2	Flint Rock Extension (Flint Rock to Bee Creek Road)	New location extension of Flint Rock Rd to Bee Creek Rd	\$25.5 M	1.4	Against	Reduce traffic on Serene Hills	Cost of Construction, high volume of traffic shifted to Travis Vista, increase traffic on Flint Rock
6	Clubhouse to Clara Van connection	New location connection from Clubhouse to Clara Van utilizing easement property	\$1.6 M	1.4	Against	Connectivity, reduce travel times/traffic along Clubhouse & Lakeway Dr.	Construction cost, constructability, community resistance
<b>Other Projects</b>							
12	Crest View/Rolling Green Drive	Shared Use Path from Crestview Drive/Rolling Green into The Oaks parking lot.	\$300k	6.6	For	Connectivity for areas north of the Oaks	
13	Crosswalk Improvements at Lakeway Dr/Lakeway Blvd		\$90k	Added to Project No. 11	For	Pedestrian safety; ADA compliance	
14	Drainage improvements at LWC on Lakeway Dr	Sidewalk/Cart path (both sides) & Culvert improvements to eliminate low water crossing	\$1.7 M		Against	Safety (during high rainfall events)	Construction Costs
15	Cart path at Lohmans Crossing & Hurst Creek	Add cart path/bike lane on other side of the road	\$2.75 M		Against	Safety & connectivity	Construction Costs due to bridge & culvert widening
16	Guyan Drive Extension	New location extension from Rolling Green Dr to Lohmans Crossing	\$1.5 M	3	Against	Connectivity; Improved access to community facilities	Community Resistance
17	Serene Hills Dr (from Flint Rock to SH 71)	Add 1 lane in each direction	\$6.2 M	5	Against	Added capacity	Storm sewer costs; construction phasing; Inviting additional cut through traffic onto Serene Hills/Flint Rock

Legend: TSC Recommended Projects

## **Appendix B**

### October 2019 Turning Movement Counts



Network Peak Hour Volumes															
ID	Intersection	Peak Hour	Northbound			Southbound			Eastbound			Westbound			Intersection Total
			Left	Through	Right	Left	Through	Right	Left	Through	Right	Left	Through	Right	
101	RR 620 and Debba Dr	5:00 PM - 6:00 PM	4	1871	274	112	1552	7	20	5	11	161	1	68	4086
102	RR 620 and Kollmeyer Dr	5:00 PM - 6:00 PM	0	2207	29	23	1749	0	0	0	39	0	34	4081	
103	RR 620 and Clara Van St	5:00 PM - 6:00 PM	62	2213	2	1	1763	26	0	0	0	10	0	0	4077
104	RR 620 and Lakeway Blvd	5:00 PM - 6:00 PM	199	2052	9	10	1493	440	373	4	189	11	11	12	4803
105	RR 620 and Dave Dr	5:00 PM - 6:00 PM	0	2086	78	46	1661	0	0	0	0	79	0	44	3994
106	RR 620 and Glen Heather Dr	5:00 PM - 6:00 PM	172	1829	37	26	1495	213	271	21	115	37	17	21	4254
107	RR 620 and Lohmans Crossing Rd	5:00 PM - 6:00 PM	364	1913	63	15	1530	193	206	43	330	51	77	29	4814
108	RR 620 and Flintrock Rd	5:00 PM - 6:00 PM	146	2135	6	25	1679	238	263	25	162	19	15	29	4742
109	RR 620 and Spillman Ranch Loop	5:00 PM - 6:00 PM	26	2186	4	1	1872	120	108	0	48	11	0	5	4381
110	RR 620 and Cavalier Dr	5:00 PM - 6:00 PM	163	1929	81	68	1658	120	174	28	176	97	30	68	4592
111	Lakeway Blvd and Lohmans Crossing Rd	5:00 PM - 6:00 PM	329	307	64	127	179	34	77	296	294	69	282	169	2227
112	Lakeway Blvd and Highlands Blvd	5:00 PM - 6:00 PM	18	0	270	0	0	0	0	76	16	272	124	0	776
113	Lakeway Blvd and The Hills Dr	5:00 PM - 6:00 PM	47	0	166	0	0	0	0	328	17	98	353	0	1009
114	Serene Hills Dr and Flintrock Rd	5:00 PM - 6:00 PM	8	225	276	52	112	0	0	4	2	315	4	59	1057
115	SH 71 and Serene Hills Dr	5:00 PM - 6:00 PM	0	1	0	176	0	258	234	916	0	1	1314	319	3219
116	SH 71 and Bee Creek Rd	5:00 PM - 6:00 PM	0	0	2	239	0	97	117	714	0	0	1046	265	2480
117	Highland Blvd and Bee Creek Rd	5:00 PM - 6:00 PM	109	279	3	1	183	68	63	0	101	6	1	6	820
														Total	55412

## **Appendix C**

### Open House Exhibits





# **WELCOME!**

## **OPEN HOUSE**

### **October 29, 2019**

City of Lakeway Activity Center

6:30 pm to 8:30 pm

## **PLEASE SIGN IN**

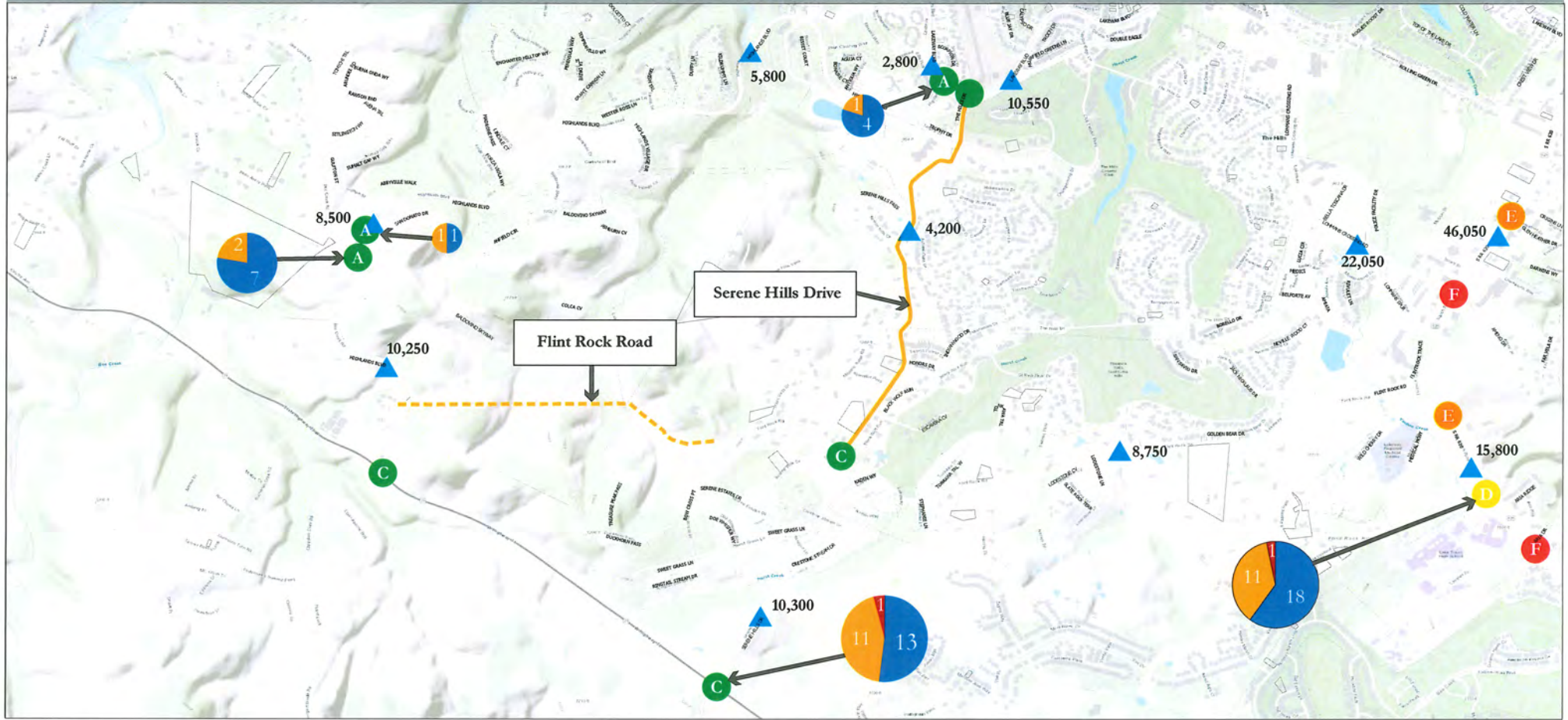


## Potential Areas for Transportation Improvements

- 
- Legend:**
- Potential Area for Transportation Improvement
  - Future Sidewalk/Shared-use Path
  - Proposed 620 Trail
- The map displays the proposed 620 Trail route (red line) and potential areas for transportation improvement (orange line) in Lakeway, Texas. The trail starts near the south end of Lake Travis, passes through neighborhoods like The Centerpiece at Academy Place, The Hills of Lakeway, and The Vistas at Lakeway, and connects to the 620 corridor near North Lakeway Village. The map also shows major roads like Highway 177 and Highway 620, and landmarks like Lake Travis and Lakeway City Park.



# TRANSPORTATION STEERING COMMITTEE OPEN HOUSE



## Legend

- Project (Existing Roadway)
- - - Project (New Location)
- Intersection Level-of-Service A, B, & C
- Intersection Level-of-Service D
- Intersection Level-of-Service E
- Intersection Level-of-Service F
- ▲ Daily Total Traffic Volume
- Crash Location

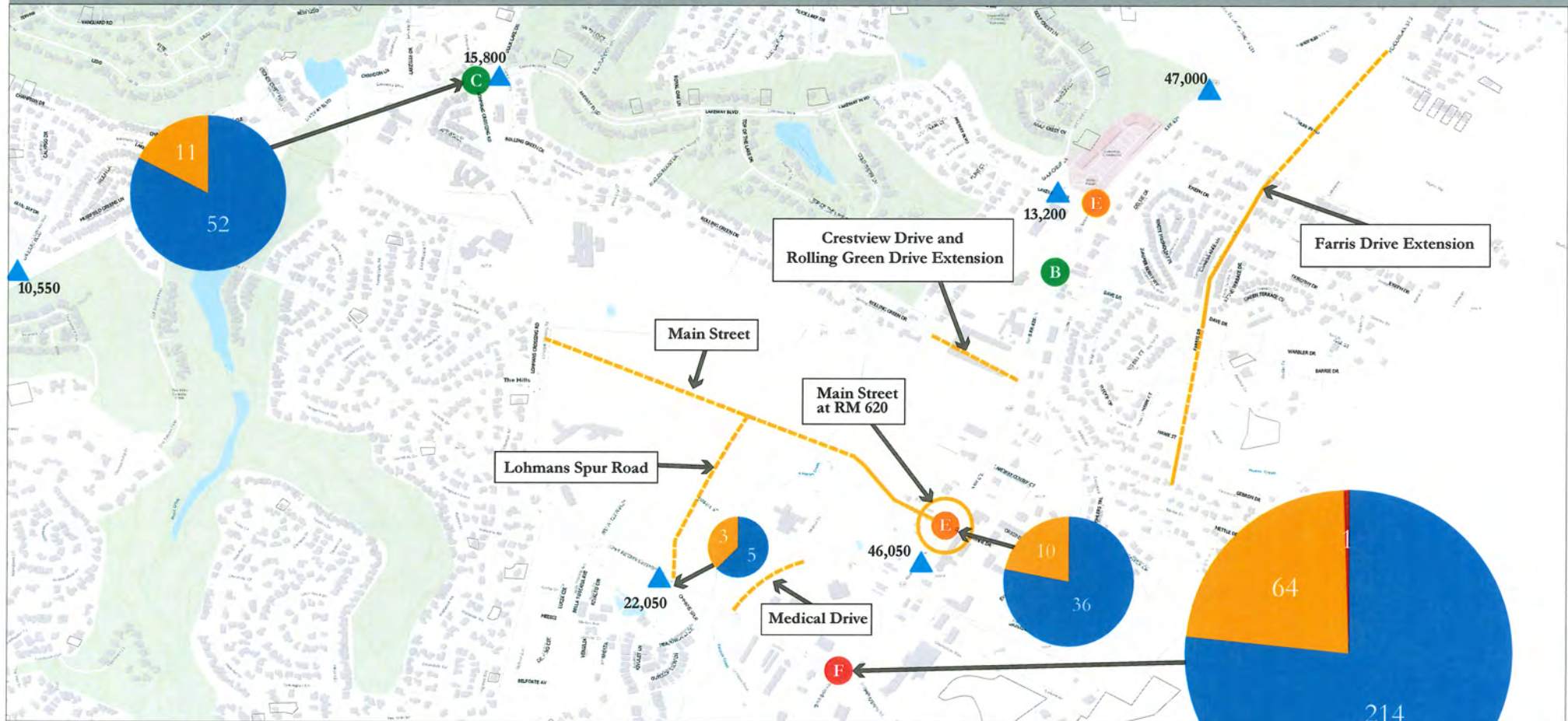
- Crashes from 2010-2019
- Non-Injury
  - Injury
  - Fatality

0 0.25 0.5 Miles





# TRANSPORTATION STEERING COMMITTEE OPEN HOUSE



## Legend

- Project (Existing Roadway)
- - - Project (New Location)
- Intersection Level-of-Service A, B, & C
- Intersection Level-of-Service D
- Intersection Level-of-Service E
- Intersection Level-of-Service F
- ▲ Daily Total Traffic Volume

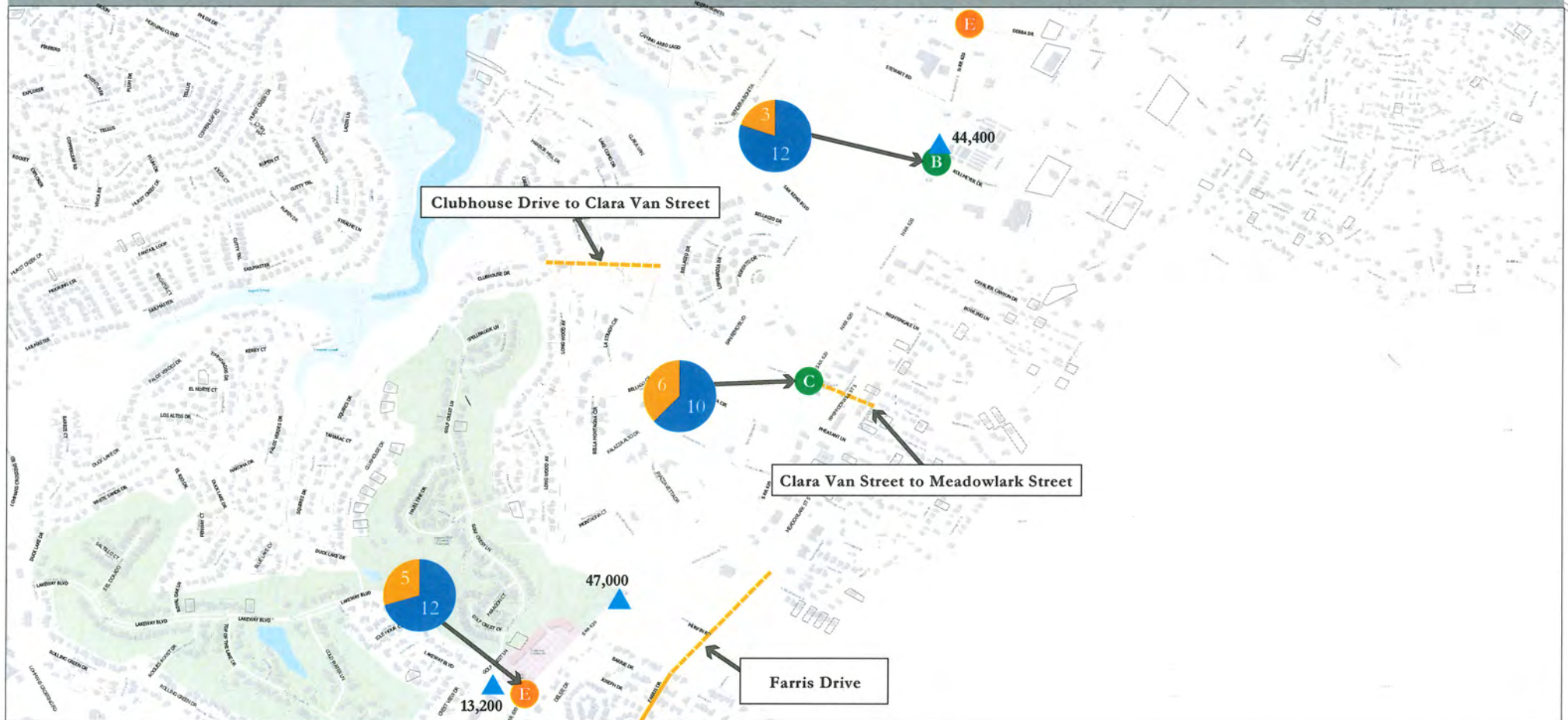
- Crashes from 2010-2019**
- Non-Injury
  - Injury
  - Fatality

0 0.25 0.5 Miles





# TRANSPORTATION STEERING COMMITTEE OPEN HOUSE



## Legend

- Project (Existing Roadway)
- - - Project (New Location)
- Intersection Level-of-Service A, B, & C
- Intersection Level-of-Service D
- Intersection Level-of-Service E
- Intersection Level-of-Service F
- ▲ Daily Total Traffic Volume

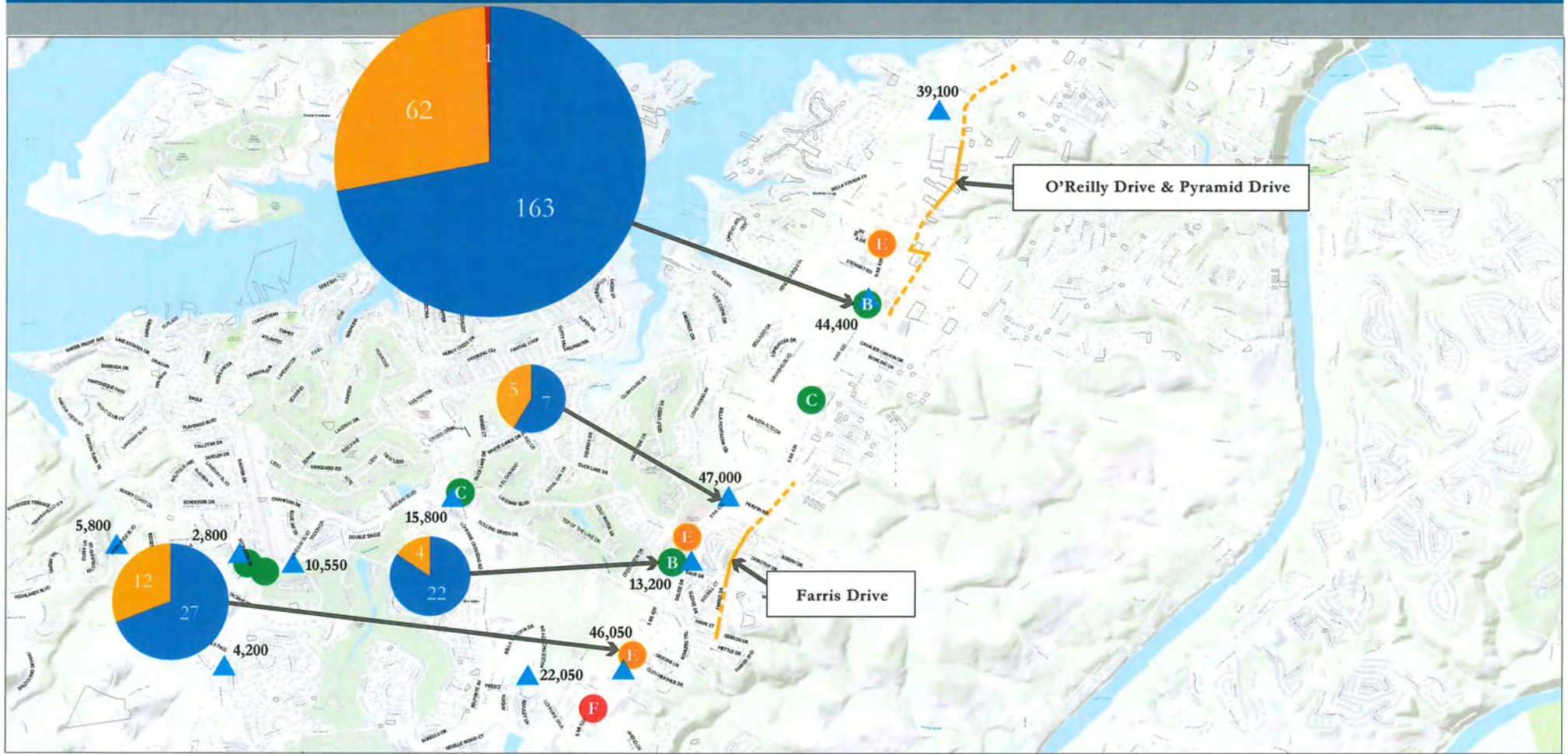
- Crashes from 2010-2019
- Non-Injury
  - Injury
  - Fatality

0 0.25 0.5 Miles





# TRANSPORTATION STEERING COMMITTEE OPEN HOUSE



## Legend

- Project (Existing Roadway)
- Project (New Location)
- Intersection Level-of-Service A, B, & C
- Intersection Level-of-Service D
- Intersection Level-of-Service E
- Intersection Level-of-Service F
- ▲ Daily Total Traffic Volume

- Crashes from 2010-2019
- Non-Injury
- Injury
- Fatality

0 0.25 0.5 Miles







# TRANSPORTATION STEERING COMMITTEE OPEN HOUSE



## Legend

-  620 Trail
-  Future Sidewalk/Shared Use Path

0 0.25 0.5 1 Miles



## Which Shared-use Path Segment is Priority?

SEGMENT 1	SEGMENT 2	SEGMENT 3	SEGMENT 4



## What Are Your Priorities?



Congestion and  
signal wait times



Roadway  
safety



Connectivity



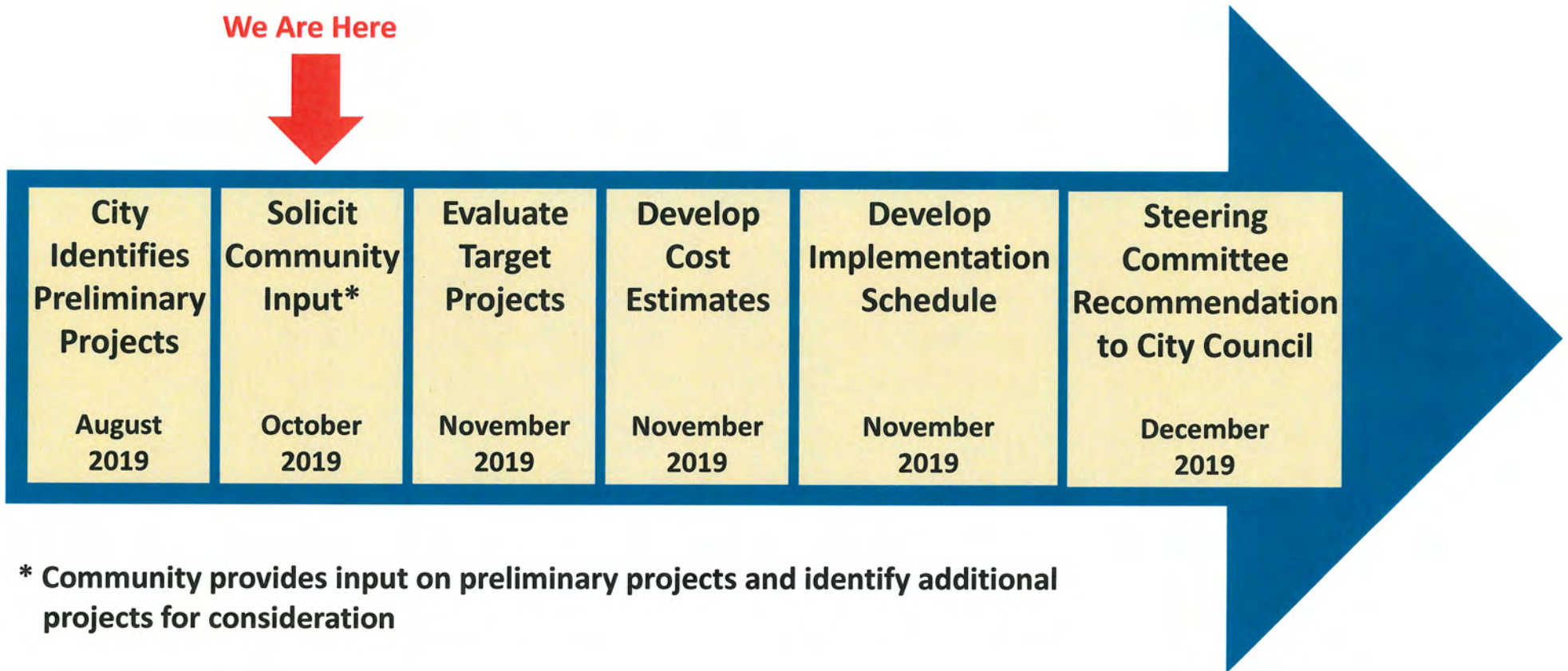
Pedestrian safety  
and mobility



Bicycle safety  
and mobility

## Study Timeline

**We Are Here**



\* Community provides input on preliminary projects and identify additional projects for consideration

# **Your Input is Appreciated!**

Written comments will be accepted at the open house,  
via email at [info@lakeway-tx.gov](mailto:info@lakeway-tx.gov)  
or by mail at:

City of Lakeway  
Attention: Transportation Steering Committee  
1102 Lohmans Crossing Road  
Lakeway, TX 78734

Comments must be received on or before **Friday, November 8, 2019** to be included  
in the official open house record

Item # 24

[Return to Agenda](#)





**Julie Oakley, CPA**  
**City Manager**

## **Staff Report**

---

**Meeting date:** January 21, 2020

**Agenda item:** Presentation from bond attorney and financial advisor on potential bond projects

**Background:** The City's bond attorney with McCall Parkhurst & Horton, Bart Fowler, will be present to discuss any questions the City Council may have regarding calling a bond election. He will have a short presentation regarding the timing and recent legislative changes regarding bond initiatives.

Jennifer Ritter, the City's financial advisor with Specialized Public Finance, Inc., will also be present to review the City's current and future debt considerations. She will be covering issues such as debt capacity, credit ratings, and market conditions.

**Enclosure(s):** May 2020 Bond Election Schedule

## Cities - May 2020 Bond Election Schedule of Major Events\*

Saturday 2-May-2020 <==== Election Date <sup>1</sup>			
	Date	Event	Time frame **
Sunday	2-Feb-2020	First day for governing body to adopt the Ordinance calling the Bond Election. <b>Gov. Code §1251.003(c)</b>	90 days before election
Friday	14-Feb-2020	Last day for governing body to adopt the Ordinance calling the Bond Election. <b>§3.005</b>	78 days before election <sup>1</sup>
Tuesday	3-Mar-2020	Last day for governing body to give notice of election to applicable county clerk(s) and to voter registrar. <b>§4.008</b>	60 days before election
Friday	13-Mar-2020	First day of mandatory office hours in which the secretary/clerk must keep office open for election duties for at least 3 hours during regular business hours on regular business days. <b>§31.122(a)(1)</b>	50 days before election
Thursday	2-Apr-2020	First day to publish the first of two successive weekly notices of election in a newspaper circulated in the territory covered by the election. <sup>2</sup> <b>§4.003(a)(1), (c) &amp; Gov Code §1251.003(e)</b>	30th day before election
Thursday	2-Apr-2020	Last day for eligible voters who are not yet registered to submit their applications for registration. <b>§13.143(a) &amp; (b)</b>	30th day before election
Monday	13-Apr-2020	Last day to post election order/ordinance, Notice of Election, contents of proposition and any sample ballot prepared for election on political subdivision's website, if website is maintained. <b>§4.003(f)</b>	21st day before election <sup>3</sup>
Monday	13-Apr-2020	Last day to post Notice of Election and polling places on bulletin board if Notice of Election is not posted on county website. <b>§4.003(b)<sup>4</sup></b>	21st day before election
Monday	13-Apr-2020	Last day to post election ordinance in three public places in the boundaries of the city. <b>§4.003(f)</b>	21st day before election
Wednesday	15-Apr-2020	Last day to publish the first of two successive weekly notices of election in a newspaper circulated in the territory covered by the election. <b>§4.003(a)(1), (c) &amp; Gov Code §1251.003(e)</b>	17th day before election
Friday	17-Apr-2020	Last day to submit by personal delivery an application for a ballot to be voted by mail. <b>§84.008(a) &amp; §85.001(a), (e)</b>	Last business day before the first day for Early Voting
Monday	20-Apr-2020	First day for Early Voting. The bond election order/ordinance must be posted at each polling location. <b>§85.001(a), (c) &amp; (e) &amp; §4.003(f)(1)</b>	12th day before election <sup>3</sup>
Tuesday	21-Apr-2020	Last day to submit by mail an application for a ballot to be voted by mail. <b>§84.007(c)</b>	11th day before election <sup>5</sup>
Wednesday	22-Apr-2020	Last day to publish the second of two successive weekly notices of election in a newspaper circulated in the territory covered by the election. <b>§4.003(a)(1), (c) &amp; Gov Code §1251.003(e)</b>	10th day before election
Wednesday	22-Apr-2020	Last day to post notices of consolidated precincts. <b>§4.003(b)</b>	10th day before election
Tuesday	28-Apr-2020	Last day for Early Voting. <b>§85.001(a), (e)</b>	4th day before election
Tuesday	28-Apr-2020	First day to post notice of each delivery of early voting ballots to the early voting ballot board. <b>§87.023(b)</b>	24 hours before each delivery
Wednesday	29-Apr-2020	First day to deliver early voting ballots to the early voting ballot board (assuming notice has been posted 24 hours in advance of each delivery). <b>§87.023(b)</b>	After the end of the period for Early Voting
Saturday	2-May-2020	<b>Election Day</b> - Polls Open 7:00 a.m. to 7:00 p.m. The bond election order/ordinance must be posted at each polling location. <b>§41.031 &amp; §4.003(f)(1)</b>	Election Day
Tuesday	5-May-2020	Earliest possible day for governing body to canvass election. <b>§67.003</b> (Notice of meeting to canvass election returns must be posted 72 hours before meeting. Texas Gov. Code §551.043)	3rd day after election <sup>6</sup>
Wednesday	13-May-2020	Last day for governing body to canvass election. <b>§67.003</b>	11th day after election
Thursday	11-Jun-2020	Last day of mandatory office hours for the election. <b>§31.122(a)(2)</b>	40th day after election

\* All dates and deadlines may be subject to change by the Texas Legislature through future legislation.

\*\* As a general rule, if the last day to perform an act falls on a Saturday, Sunday, or a legal state or national holiday, then the deadline becomes the next regular business day, unless a particular provisions of the election code provides otherwise. **§1.006**.

<sup>1</sup> Bond elections may only be held on the May and November uniform election dates. Pursuant to Senate Bill 100, 2011 Legislative Session, county-ordered elections may not be held on the May uniform election date in even-numbered years. **§41.001**. Pursuant to House Bill 2354, 2015 Legislative Session, the uniform election date for May election is the first Saturday in May. **§41.001(a)**. Pursuant to Senate Bill 1703, 2015 Legislative Session, the deadline to order the election is 78 days before election. **§3.005**.

<sup>2</sup> Home Rule cities must also give notice as provided in their charters.

<sup>3</sup> If the governing body orders early voting to occur on a Saturday or Sunday, then notice of the early voting must be posted on the bulletin board 72 hours before such early voting during the early voting period. **§85.007(b) & (c)**. For purposes of notice of early voting, House Bill 2721, 2015 Legislative Session, requires posting the election notice on the Internet website of the authority ordering the election, if the authority maintains a website.

<sup>4</sup> Even if the Notice of Election is posted on the county website under **§4.003(b)**, prior to election day notice of election shall be given by posting a substantial copy of the election order at the city hall, if the election is a municipal election. Tex Gov't Code **§1251.003(d)**.

<sup>5</sup> If this date falls on a Saturday, Sunday, or a legal state or national holiday, then the deadline is moved to the first regular business day before that date. **§84.007(c)** (NOTE: This is an exception to the general rule). Senate Bill 5, 2017 Legislature, 1st Called Session, established that an application is considered to be submitted timely of its receipt by the early voting clerk. **§84.007(d)**.

<sup>6</sup> Before canvassing, any provisional ballots cast must be verified and counted, and all ballots from outside the US received within 5 days of the election must also be counted.

Item # 25

[Return to Agenda](#)



**Julie Oakley, CPA**  
**City Manager**

## **Staff Report**

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**Meeting date:** January 21, 2020

**Agenda item:** Consider amendments to Article 10 to include vaping regulations

**Background:** During the Special City Council meeting held on January 13, 2020, Mayor Pro Tem Higginbotham briefed the council on items for consideration regarding vaping issues. The City Attorney researched what other communities have begun to regulate either through policy or ordinance adoption.

City Council directed the City Attorney to draft language to add vaping regulations to the city's smoking ordinance.

**Fiscal Impact:** This ordinance has no fiscal impact.

**Enclosure(s):** Ordinance No. 2020-01-21-02



**CITY OF LAKEWAY, TEXAS**

**ORDINANCE NO. 2020-01-21-02**

**AN ORDINANCE OF THE CITY OF LAKEWAY, TEXAS  
AMENDING TITLE I: GENERAL ORDINANCES;  
CHAPTER 10: HEALTH AND SANITATION; ARTICLE  
10.02: SMOKING; DIVISION 2: SMOKING IN PUBLIC  
PLACES; SECTION 10.02.031: DEFINITIONS; AND  
PROVIDING FOR SEVERABILITY, REPEALER, AND  
AN EFFECTIVE DATE.**

**WHEREAS,** the City Council of the City of Lakeway, Texas, (the Council) has, within its police powers, the right to protect the public health, safety, welfare, and the general well-being of its citizens; and

**WHEREAS,** the danger that the products that the use of e-cigarette, non-cigarette tobacco products, and vapor products (collectively, “e-cigarettes”) pose to human health is a nationally recognized issue; and

**WHEREAS,** the Council recognizes that various Texas statutes address youth access to e-cigarettes, including Texas Health and Safety Code Chapter 161, which in part prohibits the sale of e-cigarettes to those under the age of 21 and imposes requirements on retailers of e-cigarette sales; and address exposure to smoke or vapor though the designation of certain smoke-free areas for e-cigarette use, including Texas Penal Code section 48.01(a-1), (d) and Texas Education Code section 38.006(b); and

**WHEREAS,** the City has an existing ordinance addressing smoking in public places and wishes to be clear that the regulations apply to e-cigarette use in order to protect the public health, safety, welfare, and the general well-being of its citizens.

**NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Lakeway, Texas:**

**1. FINDINGS OF FACT**

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

**2. AMENDMENT**

Title I (General Ordinances), Chapter 10 (Health and Sanitation), Article 10.02 (Smoking), Division 2 (Smoking in Public Places), Section 10.02.031 (Definitions) is hereby amended as follows:

**“Sec. 10.02.031 Definitions**

...

Smoke or smoking. Includes the carrying or holding of a lighted pipe, cigar or cigarette of any kind, or any other lighted smoking equipment or device, and lighting, emitting or exhaling the smoke of a pipe, cigar or cigarette of any kind. Smoke or smoking also includes the inhaling, exhaling, emitting of smoke or vapor, or any other use of an e-cigarette as defined by Tex. Health & Safety Code Ann. § 161.081(1-a), as amended.”

**3. SEVERABILITY**

If any section, subsection, sentence, clause, phrase or word of this Ordinance is for any reason held to be unconstitutional, such holding shall not affect the validity of the remaining portions of this Ordinance.

**4. GENERAL REPEALER**

All Ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated herein.

**5. EFFECTIVE DATE**

This Ordinance shall be effective immediately upon passage and publication as provided for by law.

**6. PROPER NOTICE & MEETING**

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

**PASSED & APPROVED this 21<sup>st</sup> day of January, 2020, by the City Council of Lakeway, Texas.**

**CITY OF LAKEWAY:**

By: \_\_\_\_\_  
Sandra L. Cox, Mayor

**ATTEST:**

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Jo Ann Touchstone, City Secretary