



## **AGENDA**

**City Council Regular Meeting  
Tuesday, January 18, 2022  
City Hall  
1102 Lohmans Crossing Road  
Lakeway, TX 78734  
6:30 PM**

## **MINUTES**

**Individuals who do not plan to attend the meeting, but wish to submit comments during the public hearings and citizen participation at the meeting may submit a comment through our online form. All submitted comments will be sent to the City Council and will be acknowledged during the meeting.**

**Comments will be accepted until 3:00 p.m. on Tuesday, January 18, 2022.**

**Those who do plan to attend the meeting in-person are encouraged to pre-register to speak via the city's same online public comment form. The form can be found here:**

**<https://lakeway-tx.civicweb.net/Portal/CitizenEngagement.aspx>**

**Persons may also register to speak at the meeting.**

- 1 ESTABLISH QUORUM AND CALL TO ORDER** – Mayor Kilgore called the meeting to order at 6:32 p.m. Present: Mayor Kilgore, Councilmember Higginbotham, Councilmember Kumar, Councilmember Trecker and Councilmember Vance. Present via videoconference: Mayor Pro Tem Mastrangelo (joined at 6:38 p.m.) and Councilmember Smith. Also present: City Manager Julie Oakley, Assistant City Manager Joseph Molis, Building and Development Services Director Erin Carr, City Attorney Cobby Caputo, City Secretary Jo Ann Touchstone, Director of Communications Jarrod Wise, Police Chief Glen Koen, Public Works Director Dale Delong, Parks and Recreation Director Andra Bennett, Finance Director Shereen Gendy and Senior Planner Charlie Sullivan.
- 2 PLEDGE OF ALLEGIANCE.**
- 3 CITIZEN PARTICIPATION FOR THE CONSENT AGENDA AND ITEM 8** – 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 RESOLUTION NO. 2022-01-18-02 - A RESOLUTION OF THE CITY OF LAKEWAY, TEXAS APPROVING SUBMISSION OF A GRANT APPLICATION FOR THE VICTIMS OF CRIME ACT FORMULA GRANT PROGRAM TO THE OFFICE OF THE GOVERNOR.**

**5 QUARTERLY INVESTMENT REPORT FOR PERIOD ENDING DECEMBER 31, 2021.**

**6 MONTHLY TREASURER'S REPORT.**

**END CONSENT AGENDA**

Councilmember Kumar moved to approve the consent agenda.  
Councilmember Vance seconded and the motion passed 6-0.

**7 CITIZENS PARTICIPATION FOR ITEMS NOT ON THIS AGENDA –** The following persons spoke: Nancy Clayton and Ed LeBlanc.

**8 FINANCIAL REPORT –** Financial report given by City Manager Julie Oakley.

**9 REQUEST FOR HOTEL OCCUPANCY TAX FUNDING FROM LAKE TRAVIS FILM FESTIVAL.**

"I move to [Approve / Deny / Table / Postpone] Request"

- Staff report by Finance Director Shereen Gendy. Presentation given by Kat Albert with Lake Travis Film Festival.
- Citizen participation – The following persons spoke: Brittany Burris and Laura Snavelly.
- Council discussion/action – Councilmember Higginbotham moved to approve the request for hotel occupancy tax funding from the Lake Travis Film Festival. Councilmember Kumar seconded and the motion passed unanimously.

**10 CONSIDERATION AND ACTION WITH RESPECT TO "ORDINANCE NO. 2022-01-18-06 AUTHORIZING THE ISSUANCE OF CITY OF LAKEWAY, TEXAS GENERAL OBLIGATION REFUNDING BONDS IN AN AMOUNT NOT TO EXCEED \$7,000,000 IN ONE OR MORE SERIES; APPROVING AN OFFICIAL STATEMENT, A PAYING AGENT/REGISTRAR AGREEMENT, A BOND PURCHASE AGREEMENT, AND AN ESCROW AGREEMENT AS NEEDED FOR THE SALE OF BONDS; ESTABLISHING THE PROCEDURES FOR SELLING AND DELIVERING ONE OR MORE SERIES OF THE BONDS; PROVIDING FOR THE APPROVAL OF THIS ORDINANCE ON**

**ONE READING ONLY AS AUTHORIZED BY STATE LAW; AND  
AUTHORIZING OTHER MATTERS RELATING TO THE BONDS."**

"I move to [Approve / Deny / Table / Postpone] Ordinance No. 2022-01-18-06"

- Report by City Manager Julie Oakley. Presentation from Jennifer Ritter with Specialized Public Finance, Inc.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Vance moved to approve Ordinance No. 2022-01-18-06 Authorizing the issuance of City of Lakeway, Texas General Obligation Refunding Bonds in an amount not to exceed \$7,100,000 in one or more series; Approving An Official Statement, a Paying Agent/Registrar Agreement, a Bond Purchase Agreement, and an Escrow Agreement as Needed for the Sale of Bonds; Establishing the Procedures for Selling and Delivering one or More Series of the Bonds; Providing for the Approval of this Ordinance on one reading only as allowed by State Law; and authorizing other matters relating to the bonds. Councilmember Trecker seconded and the motion passed unanimously. Mayor Kilgore offered friendly amendment to include a pricing committee of the City Manager and Mayor. Councilmember Vance accepted friendly amendment and restated motion to include allowing the City Manager and/or Mayor to price the bond along with the bond attorney. Councilmember Kumar seconded the amended motion and the motion passed unanimously.

Mayor Kilgore called for a five-minute recess at 7:25. Reconvened at 7:32 p.m.

**11 CONSIDER MOVING FORWARD WITH ENGINEERING SERVICES FOR TRANSPORTATION PROJECTS AND AUTHORIZE THE CITY MANAGER TO EXECUTE CONTRACT.**

"I move to [Approve / Deny / Table / Postpone] Engineering Services"

- Staff report by City Manager Julie Oakley with presentation given by Public Works Director Dale DeLong.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Kumar moved to approve moving forward with the engineering services for transportation projects and authorized the city manager to execute the contract. Councilmember Trecker seconded and the motion passed unanimously.

**12 SPECIAL USE PERMIT – MASSAGE THERAPY: 1310 RR 620 S. SUITE C-9. CONSIDER A REQUEST FROM SUN MASSAGE THERAPY, LLC, THE AGENT FOR THE OWNER OF THE PROPERTY LOCATED AT 1310 RANCH ROAD 620 SOUTH, FOR APPROVAL OF A SPECIAL USE PERMIT TO OPERATE A MASSAGE THERAPY ESTABLISHMENT IN SUITE C-9.**

"I move to [Approve / Deny / Table / Postpone] Special Use Permit"

- Staff report by Building and Development Services Director Erin Carr.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Vance moved to approve the special use permit for massage therapy at 1310 RR 620, Suite C-9 for a period of ten years. Councilmember Kumar seconded and the motion passed unanimously.

**13 FINAL PLAT: 1008-1012 LINSCOMB DRIVE. CONSIDER A REQUEST FROM PAPE DAWSON ENGINEERS, ON BEHALF OF THE OWNERS OF APPROXIMATELY 1.27 ACRES OF LAND LOCATED ALONG THE SOUTH SIDE OF THE HURST CREEK ARM OF LAKE TRAVIS, BETWEEN SPRING BRANCH TRAIL AND STEWART COVE ON THE EAST SIDE OF STEWART ROAD IN THE EXTRATERRITORIAL JURISDICTION OF THE CITY OF LAKEWAY, FOR APPROVAL OF A FINAL PLAT FOR THE PROPERTY ADDRESSED AS 1008-1012 LINSCOMB DRIVE.**

"I move to [Approve / Approve with Conditions / Deny with Explanation] Final Plat"

- Staff report by Building and Development Services Director Erin Carr.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Kumar moved to approve the final plat for 1008-1012 Linscomb Drive. Councilmember Trecker seconded and the motion passed unanimously.

**14 ORDINANCE NO. 2022-01-18-01 - ANNEXATION: 314 CLUBHOUSE DRIVE. CONSIDER A REQUEST FROM MALONE WHEELER, INC., THE AGENT FOR THE OWNER OF APPROXIMATELY 6.36 ACRES OF LAND LOCATED AT 314 CLUBHOUSE DRIVE, SOUTH OF CLUBHOUSE DRIVE AND EAST OF LONGWOOD DRIVE FOR ANNEXATION INTO THE CITY LIMITS.**

"I move to [Approve / Deny / Table / Postpone] Ordinance No. 2022-01-18-01"

- Staff report by Building and Development Services Director Erin Carr.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Higginbotham moved to approve Ordinance No. 2022-01-18-01 annexing 314 Clubhouse Drive. Councilmember Kumar seconded and the motion passed unanimously.

**15 ORDINANCE NO. 2022-01-18-02 - ZONING: 314 CLUBHOUSE DRIVE. CONSIDER A REQUEST FROM MALONE WHEELER, INC., THE AGENT FOR THE OWNER OF APPROXIMATELY 6.36 ACRES OF LAND LOCATED AT 314 CLUBHOUSE DRIVE, SOUTH OF CLUBHOUSE DRIVE AND EAST OF LONGWOOD DRIVE FOR SINGLE FAMILY RESIDENTIAL (R-1\*) ZONING.**

"I move to [Approve / Deny / Table / Postpone] Ordinance No. 2022-01-18-02"

- Staff report by Building and Development Services Director Erin Carr.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Kumar moved to approve Ordinance No. 2022-01-18-02 zoning 314 Clubhouse Drive R-1\*. Councilmember Vance seconded and the motion passed unanimously.

**16 SPECIAL USE PERMIT – MEDICAL LAB: 15308 CAVALIER CANYON DR. CONSIDER A REQUEST FROM XYZ MOLECULAR DIAGNOSTIC LAB CONSULTING, LLC, THE AGENT FOR THE OWNER OF THE PROPERTY LOCATED AT 15308 CAVALIER CANYON DRIVE (LAKE OAK ESTATES, BLOCK 1, LOT 4), FOR APPROVAL OF A SPECIAL USE PERMIT TO OPERATE A MEDICAL LABORATORY AT THIS LOCATION.**

"I move to [Approve / Deny / Table / Postpone] Special Use Permit"

- Staff report by Building and Development Services Director Erin Carr.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Kumar moved to postpone till the next scheduled council meeting to allow staff to collect additional information from the business owner to analyze all the aspects that have been discussed and make ourselves comfortable that this is an appropriate location for this type of lab facility. Mayor Kilgore offered amendment to motion to table until the next regularly scheduled city council meeting with request of the staff to provide information on state and federal licensures, disposal contracts, traffic analysis of visitors to the facility, volumes and the equipment inside the facility to safeguard the workers and community. Councilmember Kumar accepted the amendment. Councilmember Higginbotham seconded and the motion passed unanimously.

**17 ORDINANCE NO. 2022-01-18-03 - AMENDMENT: PAVEMENT CUTS. CONSIDER A REQUEST FROM CITY STAFF TO AMEND THE LANGUAGE TO SECTION 20.03.105 OF THE LAKEWAY MUNICIPAL CODE REGARDING PAVEMENT CUTS.**

"I move to [Approve / Deny / Table / Postpone] Ordinance No. 2022-01-18-03"

- Staff report by Assistant City Manager Joseph Molis.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Higginbotham moved to approve Ordinance No. 2022-01-18-03. Councilmember Vance seconded and the motion passed unanimously.

**18 ORDINANCE NO. 2022-01-18-04 - AN ORDINANCE OF THE CITY OF LAKEWAY, TEXAS AMENDING TITLE II: BUILDING AND DEVELOPMENT REGULATIONS; CHAPTER 30: ZONING; ARTICLE 30.03: ZONING USE REGULATIONS; SECTION 30.03.009: DISTRICT C-1 (OFFICE/RETAIL); AND SECTION 30.03.010: DISTRICT C-2 (COMMERCIAL/LIGHT INDUSTRIAL) AND PROVIDING FOR SEVERABILITY, REPEALER, AND AN EFFECTIVE DATE.**

"I move to [Approve / Deny / Table / Postpone] Ordinance No. 2022-01-18-04"

- Staff report by Assistant City Manager Joseph Molis.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Kumar moved to approve Ordinance No. 2022-01-13-04 as listed. Councilmember Vance seconded and the motion passed unanimously.

**19 FIRST READING: AMENDMENT: EASTSIDE LANDING DEVELOPMENT AGREEMENT.**

- Staff report by Assistant City Manager Joseph Molis.
- Citizen participation – The following persons spoke: Gary Taylor and Wes Hook.
- Council discussion/action – No action was taken.

Mayor Kilgore called for a recess at 9:35 p.m. Reconvened at 9:45 p.m.

**20 DISCUSSION OF STRATEGIC COMMUNICATIONS PLAN AND RESOLUTION NO. 2022-01-18-01 ADOPTING THE CITY'S POLICY REGARDING USAGE OF SOCIAL MEDIA.**

"I move to [Approve / Deny / Table / Postpone] Resolution No. 2022-01-18-01"

- Staff report by Director of Communications Jarrod Wise.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Higginbotham moved to approve Resolution No. 2022-01-18-01 adopting the city's policy regarding the usage of social media. Councilmember Vance seconded and the motion passed unanimously.


**21 ORDINANCE NO. 2022-01-18-05 - 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 MAY 7, 2022, IN THE CITY OF LAKEWAY, TEXAS; MAKING PROVISION FOR THE CONDUCT OF THE ELECTIONS; PROVIDING FOR OTHER MATTERS INCIDENTAL AND RELATED TO SUCH ELECTION.**


"I move to [Approve / Deny / Table / Postpone] Ordinance No. 2022-01-18-05"

- Staff report by City Secretary Jo Ann Touchstone.
- Citizen participation – No one spoke.
- Council discussion/action – Councilmember Kumar moved to approve Ordinance No. 2022-01-18-05 ordering a general election to elect (3) three councilmembers for May 7, 2022. Councilmember Vance seconded and the motion passed unanimously.

**22 ADJOURN** – Meeting adjourned at 10:01 p.m.

Signed this 23<sup>rd</sup> day of February, 2021.

  
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Thomas Kilgore, Mayor

  
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Jo Ann Touchstone, City Secretary

