



The City of Liberty Hill

P O Box 1920, Liberty Hill, Texas 78642
Phone: (512) 778-5410 Fax: (512) 778-5413

LIBERTY HILL CITY COUNCIL
UDC ADVISORY COMMITTEE
PLANNING & ZONING COMMISSION
JOINT MEETING - PUBLIC HEARINGS
MONDAY – SEPTEMBER 25, 2017 - 6:30 PM
2801 Ranch Road 1869 – Liberty Hill

Connie Fuller – Mayor	Troy Whitehead - Council Member
Dr. Ron Rhea – Council Member	Liz Rundzieher – Mayor Pro Tem
Wendell McLeod – Council Member	Jon Branigan – Council Member

Notice is hereby given that a **JOINT MEETING** of **CITY COUNCIL** and **PLANNING & ZONING COMMISSION / UDC ADVISORY COMMITTEE** of the **CITY OF LIBERTY HILL** will be held **MONDAY – SEPTEMBER 25, 2017** at **6:30 PM** at **2801 Ranch Road 1869 (Council Chambers / Court Building)** to consider items as follows. All items are subject to action.

1) CALL TO ORDER JOINT MEETING

- a) Call to Order & Establish Quorum

CITY COUNCIL.....	Mayor Fuller
PLANNING & ZONING COMMISSION.....	Chris Pezold
UDC ADVISORY COMMITTEE.....	Jon Branigan

- b) Invocation
- c) Pledge of Allegiance

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with Liberty and Justice for all."

- d) Texas Pledge

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

2) PUBLIC HEARING - CONTINUED

THE LIBERTY HILL CITY COUNCIL AND THE LIBERTY HILL PLANNING AND ZONING COMMISSION / UDC ADVISORY COMMITTEE WILL HAVE A JOINT MEETING AND CONDUCT A PUBLIC HEARING ON MONDAY - SEPTEMBER 11, 2017 AT 6:30 PM IN THE COUNCIL CHAMBERS AT 2801 RANCH ROAD 1869 IN LIBERTY HILL, TEXAS TO CONSIDER AMENDMENTS TO APPENDIX A - UNIFIED DEVELOPMENT CODE OF THE CODE OF ORDINANCES OF THE CITY OF LIBERTY HILL, TEXAS. THE PROPOSED AMENDMENTS ARE ON FILE IN THE CITY SECRETARY'S OFFICE AT CITY HALL LOCATED AT 926 LOOP 332 - LIBERTY HILL, TEXAS.

3) PUBLIC HEARING

NOTICE IS HEREBY GIVEN TO ALL INTERESTED PERSONS THAT THE CITY COUNCIL OF THE CITY OF LIBERTY HILL, TEXAS PROPOSES TO INSTITUTE VOLUNTARY ANNEXATION PROCEEDINGS TO ENLARGE AND EXTEND THE BOUNDARY LIMITS OF SAID CITY TO INCLUDE THE FOLLOWING DESCRIBED TERRITORY, TO-WIT - ANNEXATION OF PROPERTY AS FOLLOWS:

BEING A 8.270 ACRE TRACT OR PARCEL OF LAND, MORE OR LESS, OUT OF THE J.B. ROBINSON SURVEY, ABSTRACT NO. 521, WILLIAMSON COUNTY, TEXAS, BEING THE REMAINDER OF THAT CERTAIN 43.0 ACRE TRACT OF LAND (TRACT 5) DESCRIBED IN A PARTITION DEED TO JOAN GIDDENS IN VOLUME 595, PAGE 288, DEED RECORDS OF WILLIAMSON COUNTY, TEXAS (D.R.W.C.T.) JOAN M. GIDDENS SUBSEQUENTLY CONVEYED ½ INTEREST IN A GIFT DEED TO JOE P. GIDDENS, SR. RECORDED IN VOLUME 2703, PAGE 635, OFFICIAL RECORDS OF WILLIAMSON COUNTY, TEXAS (O.R.W.C.T.) AND BEING THE REMAINDER OF A 1.0 ACRE TRACT OF LAND CONVEYED TO JOE P. GIDDENS, JR. AND KYRA O. GIDDENS DESCRIBED IN A DEED RECORDED IN VOLUME 629, PAGE 201, D.R.W.C.T. TWO PUBLIC HEARINGS WILL BE HELD BY AND BEFORE THE CITY COUNCIL OF THE CITY OF LIBERTY HILL, TEXAS ON THE FOLLOWING DATES / TIME: MONDAY – SEPTEMBER 11, 2017 – 6:30 PM at 2801 RANCH ROAD 1869 and MONDAY – SEPTEMBER 25, 2017 – 6:30 PM at 2801 RANCH ROAD 1869

SAID PUBLIC HEARINGS WILL BE HELD FOR ALL PERSONS INTERESTED IN THE ABOVE-PROPOSED ANNEXATIONS. AT SAID TIME AND PLACE, ALL SUCH PERSONS SHALL HAVE THE RIGHT TO APPEAR AND BE HEARD. OF ALL SAID MATTERS AND THINGS, ALL PERSONS INTERESTED IN THE THINGS AND MATTERS HEREIN MENTIONED, WILL TAKE NOTICE.

4) PUBLIC HEARING (Public Hearing will Remain Open)

NOTICE IS HEREBY GIVEN TO ALL INTERESTED PERSONS THAT THE CITY COUNCIL OF THE CITY OF LIBERTY HILL, TEXAS PROPOSES TO INSTITUTE VOLUNTARY ANNEXATION PROCEEDINGS TO ENLARGE AND EXTEND THE BOUNDARY LIMITS OF SAID CITY TO INCLUDE THE FOLLOWING DESCRIBED TERRITORY, TO-WIT: - ANNEXATION OF PROPERTY AS FOLLOWS:

Annexation of property as follows:

95.085 ACRES - THAT PART OF THE JOHN ROBINSON SURVEY, ABSTRACT no.521 IN WILLIAMSON COUNTY, TEXAS, BEING A PART OF THAT 97.32 ACRE TRACT OF LAND CONVEYED TO RICHARD H. ABBOTT AND WIFE, G. JOYCE ABBOTT, BY DEED

**RECORDED IN VOLUME 593, PAGE 229 OF THE DEED RECORDS
OF WILLIAMSON COUNTY, TEXAS.**

TWO PUBLIC HEARINGS WILL BE HELD BY AND BEFORE THE CITY COUNCIL OF THE CITY OF LIBERTY HILL, TEXAS ON THE FOLLOWING DATES / TIME: MONDAY- SEPTEMBER 11, 2017 - 6:30 PM – 2801 RR 1869 and MONDAY – SEPTEMBER 28, 2017 - 6:30 PM – 2801 RR 1869

SAID PUBLIC HEARINGS WILL BE HELD FOR ALL PERSONS INTERESTED IN THE ABOVE PROPOSED ANNEXATIONS. AT SAID TIME AND PLACE ALL SUCH PERSONS SHALL HAVE THE RIGHT TO APPEAR AND BE HEARD. OF ALL SAID MATTERS AND THINGS, ALL PERSONS INTERESTED IN THE THINGS AND MATTERS HEREIN MENTIONED, WILL TAKE NOTICE.

5) PUBLIC HEARING

Notice is hereby given that the City Council of the City of Liberty Hill will be conducting public hearings to consider a request for a zoning map change for property located in the City of Liberty Hill, better described as:

144.65 ACRES OF LAND OUT OF THE JOHN B. ROBINSON SURVEY, ABST. NO. 521, IN WILLIAMSON COUNTY, TEXAS. SURVEYED ON THE GROUND IN THE MONTH OF JUNE, 1974, BY DON H. BIZZELL, REGISTERED PROFESSIONAL ENGINEER, AND DESCRIBED MORE FULLY IN TWO SEPARATE TRACTS AS FOLLOWS: TRACT ONE BEING 97.32 ACRES OF LAND OUT OF THE AFOREMENTIONED ROBINSON SURVEY AND BEING THAT SAME LAND CONVEYED BY VETERANS' SALE CONTRACT FROM WALTER E. ORR TO TROY PARSONS, DATED, JANUARY 9, 1965, AS RECORDED IN VOLUME 475 PAGE 250 OF THE DEED RECORDS OF WILLIAMSON COUNTY, TEXAS ALSO BEING THAT PART OF THE PARSON TRACT LYING EAST OF THE SOUTHERN PACIFIC RAILROAD COMPANY.

The property will be zoned, upon annexation, as (AG) Agricultural. The applicant is proposing to change the zoning to (SF-3) Single Family High Density.

Zoning Case File Number 17-Z-02

The Planning and Zoning Commission and the City Council will hold Public Hearings on September 15, 2017 at 12:00 Noon and September 25th at 6:30 pm respectively to receive comments on the merits of this request at the City Council Chambers (Municipal Court Bldg) located at 2801 RR 1869.

Anyone having an interest in this request is invited to attend and present comments to the Planning & Zoning Commission, and City Council for consideration at these meetings. If you have any question pertaining to this request, please contact Sally A. McFeron - City Planner at (512)778-5449 - Extension 105.

6) PUBLIC HEARING

The City of Liberty Hill will be conducting public hearings to consider a request for a zoning map change for property located in the City of Liberty Hill, better described as:

BEING A 8.270 ACRE TRACT OR PARCEL OF LAND, MORE OR LESS, OUT OF THE J.B. ROBINSON SURVEY, ABSTRACT NO. 521, WILLIAMSON COUNTY, TEXAS, BEING THE REMAINDER OF THAT CERTAIN 43.0 ACRE TRACT OF LAND (TRACT 5) DESCRIBED IN A PARTITION DEED TO JOAN GIDDENS IN VOLUNE 595, PAGE 288, DEED RECORDS OF WILLIAMSON COUNTY, TEXAS (D.R.W.C.T.) JOAN M. GIDDENS SUBSEQUENTLY CONVEYED ½ INTEREST IN A GIFT DEED TO JOE P. GIDDENS, SR. RECORDED IN VOLUME 2703, PAGE 635, OFFICIAL RECORDS OF WILLIAMSON COUNTY, TEXAS (O.R.W.C.T.) AND BEING THE REMAINDER OF A 1.0 ACRE TRACT OF LAND CONVEYED TO JOE P. GIDDENS, JR. AND KYRA O. GIDDENS DESCRIBED IN A DEED RECORDED IN VOLUME 629, PAGE 201, D.R.W.C.T.

The property will be zoned, upon annexation, as (AG) Agricultural. The applicant is proposing to change the zoning to (C-3) General Commercial/Retail.

Zoning Case File Number 17-Z-03

The Planning and Zoning Commission and the City Council will hold Public Hearings on September 15, 2017 at 12:00 Noon and September 25th at 6:30 pm respectively to receive comments on the merits of this request at the City Council Chambers (Municipal Court Bldg) located at 2801 RR 1869. Anyone having an interest in this request is invited to attend and present comments to the Planning and Zoning Commission and City Council for consideration at these meetings. If you have any question pertaining to this request please contact Sally A. McFeron - City Planner at (512)778-5449 - Extension 105.

7) PUBLIC HEARING

Notice is hereby given to all interested parties that the City Council of the City of Liberty Hill, Texas proposes to initiate VOLUNTARY annexation proceedings to enlarge and extend the boundary limits of said City to include the following described territory, to-wit:

Annexation of property as follows:
Being 9.16 acres of land, more or less, out of the John B. Robinson Survey, abstract number 521, Williamson County, Texas.

Two PUBLIC HEARINGS will be held by and before the City Council of the City of Liberty Hill, Texas on the following dates / time:

MONDAY – SEPTEMBER 25, 2017 – 6:30 PM

MONDAY – OCTOBER 10, 2017 – 6:30 PM

Location: 2801 Ranch Road 1869 – Liberty Hill

Said PUBLIC HEARINGS will be held for all persons interested in the above proposed annexations. At said time and place all such persons shall have the right to appear and

be heard. Of all said matters and things, all persons interested in the things and matters herein mentioned, will take notice.

8) PUBLIC COMMENTS

Liberty Hill City Council accepts public comments regarding the Agenda of regular Council meetings and Public Hearings. Individuals wishing to speak may sign in by completing a Public Comment Form and presenting the form to the City Secretary prior to the start of the meeting. Each citizen will be allowed a maximum of three (3) minutes. Public Comment period will last no longer than a total of fifteen (15) minutes.

- a) Public Comments

9) CONSENT AGENDA

Consent Agenda items are considered to be routine and will be enacted by one motion. There will be no separate discussion of those items unless requested by Council, in which event the item(s) will be removed from the Consent Agenda and considered under Regular Agenda items:

- a) Approve Minutes

Discuss and Take Action on approving minutes of City Council meetings held:

- (1) September 11, 2017 – Regular Council meeting, and
- (2) September 18, 2017 – Special Council meeting.

- b) Highland 183 Annexation

Discuss and Take Action on an Ordinance of the City of Liberty Hill, Texas providing for the extension of the Liberty Hill City limits by the voluntary annexation of a tract of land that contains an area of approximately 8.270 acres (Highland 183 Tract), as depicted herein as the annexation area located as more particularly described herein, adjacent and contiguous territory into the incorporated municipal boundaries of the City of Liberty Hill, Texas; including the following: findings of fact; effective date; a repealer; severability; and property notice and meeting.

- c) Highland 183 Zoning & Zoning Map Change

Discuss and Take Action on a recommendation from Planning & Zoning Commission to City Council on a zoning change for Highland 183 Tract; said property will be zoned (AG) Agricultural at the time of annexation. Applicant is proposing to change the zoning to (C-3) – General Commercial / Retail; providing for zoning changes for Highland 183 Tract.

10) REGULAR AGENDA PRESENTATION

Special Presentation / Overview to the City Council of Liberty Hill by Jim Sabonis – Managing Director of First Southwest – A Division of Hilltop Securities on “Tax Notes – Series 2017 Transaction Summary” for the City of Liberty Hill, Texas and Julie Houston of Andrews Kurth – City’s Bond Counsel.

- a) **Discuss and Consider Action appointing Frost Bank as placement agent for the City of Liberty Hill, Texas Tax Notes, Series 2017 and authorizing the Mayor to executed a Placement Agreement. By: Greg Boatright – City Administrator & Bond Counsel**
- b) **Receive and Consider Action on bids for the purchase of the City of Liberty Hill, Texas Tax Notes, Series 2017 and to accept Purchase Agreement. By: Greg Boatright – City Administrator & Bond Counsel**
- c) **Discuss and Consider Action on an Ordinance of the City Council of the City of Liberty Hill, Texas Authorizing the Issuance and Sale of City of Liberty Hill, Texas Tax Notes, Series 2017; Levying an Annual Ad Valorem Tax and Providing for the Payment of Said Notes; Authorizing a Paying Agent/Registrar Agreement; and Enacting Other Provisions Relating to the Subject. By: Greg Boatright – City Administrator & Legal Counsel**
- d) **Discuss and Consider Action on an Ordinance adopting an Ad Valorem Tax Rate of \$0.5000 for the City of Liberty Hill, Texas; levying Ad Valorem Taxes for use and support of the Municipal Government for the City of Liberty Hill, Texas, as may be necessary to promote the general health, safety and welfare for the 2017 – 2018 Fiscal Year, providing for apportioning each levy for specific purposes; and providing when taxes shall become due and when same shall be delinquent if not paid. By: Greg Boatright – City Administrator**
- e) **Discuss and Consider Action on a Contract for Court Fines and Fees Collection Services by and between the City of Liberty Hill, Texas and Perdue, Brandon, Fielder, Collins & Mott, L.L.P (Perdue) as recommended by Judge Kevin Madison – Judge for the Municipal Court of the City of Liberty Hill. By: Judge Kevin Madison – CoLH Municipal Court**
- f) **Discuss and Consider Action on an Ordinance of the City Council of the City of Liberty Hill, Texas providing for a fee to defray costs of collecting delinquent finds, fees, court costs, and other debts pursuant to Article 103.0031 of the Texas Code of Criminal Procedure. By: Judge Kevin Madison – CoLH Municipal Court**
- g) **Discuss and Consider Action on an Open Services Agreement for proposed Utility Rate Evaluation Study for the City of Liberty Hill in coordination with NewGen Strategies and Solutions with overview by representative Matthew Garrett – Executive Consultant; providing for consideration of possible utility rate increase. By: Greg Boatright – City Administrator**
- h) **Discuss and Consider Action on a Change Order for MUD 19 Lift Station modifications and twelve (12) inch Force Main; said changes include changes to control panel, air release valve and additional wet well rails and brackets; contract price including this Change Order will be increased by \$47,088.00. By: Steger & Bizzell Engineering**

- i) **Joint discussion between the UDC Advisory Committee, Planning & Zoning Commission and City Council of Liberty Hill regarding proposed amendments / recommendations to the City's Unified Development Code (UDC). By: Mayor Connie Fuller and Jon Branigan – Council Member / Chair UDC Advisory Committee and Chris Pezold – Vice Chair of P & Z Commission**
- j) **Discuss and Consider Action by the Planning and Zoning Commission and UDC Committee on proposed joint amendments to the City's Unified Development Code (UDC); providing for final recommendation to City Council. By: Chris Pezold – Vice Chair of P & Z Commission**
- k) **Consider Action on an Ordinance of the City Council of the City of Liberty Hill on final joint recommendation of the Planning & Zoning Commission / UDC Committee regarding amendments to the City's Unified Development Code. By: Mayor Fuller**
- l) **Discuss and Take Action on a Downtown LHEDC Sign Matching Grant Application submitted by Liberty Hill Bakery & Café / Malted Grains (Michael Biggs) with request for funding in the amount of \$500.00 toward a new sign (see attachments). By: Lance Dean – ED**
- m) **Discuss and Consider Action on a recommendation from the Planning & Zoning Commission to City Council on a Preliminary Plan for the Highland 183 Commercial Subdivision located at Highway 183 and LCRA Drive. By: Sally McFeron – City Planner**
- n) **Discuss and Consider Action on the proposed LHEDC Sign Grant Program in which LHEDC will reimburse eligible businesses up to 50% of costs or \$5,000 for new street facing sign installations and abandoned and illegal sign removal; providing for street facing signage of income-producing non-residential businesses along Highway 29 - from Liberty Hill High School to Ronald Reagan Blvd. - Ranch Road 1869 from Highway 29 to Highway 183 - and Highway 183 from Ranch Road 1869 South to Mourning Dove; other properties will be considered on a case-by-case basis; providing for approval of the LHEDC Sign Grant Application. (The area designated in the downtown façade grant program is not eligible for this program. The estimated amount to be paid by the LHEDC for this project is \$25,000, although this amount is subject to future revision). By: Lance Dean – ED / LHEDC**
- o) **Discuss and Consider Action on creating a Demolition Program for assistance related to commercial properties in which the LHEDC will reimburse owners of eligible commercial properties up to 50% of costs or \$5,000 for demolition of substandard structures on such properties; estimated amount for this project is \$25,000, although this amount is subject to future revision; providing for approval of the LHEDC Demotion Grant Application. By: Lance Dean – ED / LHEDC**

- p) **Discuss and Consider Action on a Resolution of the City Council of the City of Liberty Hill, Texas designating an official newspaper for the City of Liberty Hill for Fiscal Year beginning October 1, 2017 and Ending September 30, 2018; providing authorization for the mayor to execute a contract with “The Liberty Hill Independent” newspaper; and establishing applicable rates for publication of the City of Liberty Hill legal notices and related business. By: Mayor Connie Fuller – City of Liberty Hill**
- q) **Discuss and Consider Action on a recommendation for EDC Directors to fill upcoming vacancies on the Liberty Hill Economic Development Corporation Board created by expiring terms; terms are as shown below:**

Current Directors with Expiring Terms on 9/30/2017

- John Clark
- Rick Hall
- Eric Van Natter

Recommendations for Expiring Terms

John Clark	Term: 10/1/2017 to 9/30/2019
Eric Bailey	Term: 10/1/2017 to 9/30/2019
Jamie Elzkorn	Term: 10/1/2017 to 9/30/2019

11) CONVENE – EXECUTIVE SESSION

The City Council of Liberty Hill will convene to Executive Session for Consultation with Legal Counsel pursuant to Texas Government Code as follows: Code §551.071 – Consultation with Legal Counsel; Code §551.072 – Deliberations about Real Property Code §551.072 – Personnel Matters. Council will entertain discussion and receive legal advice related to the matters referenced below. No action will be taken in Executive Session.

- a) Acquisition of properties in the City of Liberty Hill pursuant to Texas Government Code Section §551.072 – Deliberations and Real Property.
- b) Deliberation of Personnel Matters; providing for annual performance evaluation of City Administrator – Greg Boaright.

12) RECONVENE – REGULAR SESSION

The City Council of Liberty Hill will reconvene to Regular Session following Consultation with Legal Counsel pursuant to Texas Government Code as follows: Code §551.071 – Consultation with Legal Counsel; Code §551.072 – Deliberations about Real Property Code §551.072 – Personnel Matters. Council will discuss and consider action related to the matters referenced below.

- a) Acquisition of properties in the City of Liberty Hill pursuant to Texas Government Code Section §551.072 – Deliberations and Real Property.

- b) Discuss and Consider Action on annual performance evaluation of City Administrator – Greg Boatright.

13) ADJOURNMENT

The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any item listed above, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts & Donations), 551.074 (Personnel Matters), 55.1076 (Deliberations about Security Devices), and 551.087 (Development).

In compliance with the Americans with Disabilities Act, the City of Liberty Hill will provide reasonable accommodation for persons attending City Council meetings. To better serve you, requests should be received 48 hours prior to the meeting. You may contact the City Secretary at 512-778-5449.

POSTING CERTIFICATION: I, Barbara Zwernemann – City Secretary for the City of Liberty Hill, certify that the attached notice of meeting for the City Council – City of Liberty Hill was duly posted on the bulletin board on the 22nd day of SEPTEMBER, 2017 at _____ PM. Barbara Zwernemann – City Secretary *Barbara Zwernemann*

REMOVAL CERTIFICATION: I, Barbara Zwernemann – City Secretary for the City of Liberty Hill, certify that the attached notice of meeting was removed from the bulletin board at Municipal Court / Council Chambers located at 2801 Ranch Road 1869 in Liberty Hill, Texas on the _____ day of _____, 2017 at _____. Barbara Zwernemann – City Secretary _____