



LIBERTY HILL

FREEDOM TO GROW

CITY COUNCIL REGULAR MEETING MINUTES

MONDAY – JANUARY 13, 2020 – 6:30 PM

2801 Ranch Road 1869 – Liberty Hill

CALL TO ORDER

Liberty Hill City Council was called to order at 6:30 PM by Rick Hall – Mayor on Monday, January 13, 2020 at Council Chambers – 2801 Ranch Road 1869 – Liberty Hill. Invocation was given followed by reciting the Pledge of Allegiance and Texas Pledge. City Council quorum was established. Council members present: Mayor Rick Hall; Mayor Pro Tem Liz Rundzieher; Steve McIntosh; Gram Lankford; Tony DeYoung; and Kathy Canady. Others present: Tad Cleaves, Barbara Zwernemann, David Stallworth, Wayne Bonnet, Becky Wilkins, and Nancy Sawyer.

PUBLIC HEARING

Rick Hall – Mayor opened the Public Meeting at 6:31 stating: **NOTICE IS HEREBY GIVEN THAT THE CITY OF LIBERTY HILL WILL CONDUCT A PUBLIC HEARING RELATED TO WATER AND WASTEWATER IMPACT FEES ON MONDAY – JANUARY 13, 2020 – 6:30 PM at 2801 Ranch Road 1869 – Liberty Hill to consider proposed changes and modifications to the City of Liberty Hill Water and Wastewater Impact Fees and will receive comments regarding proposed changes to Water and Wastewater Impact Fees for the City of Liberty Hill as shown below:**

LIBERTY HILL MAXIMUM IMPACT FEE BY METER SIZE		
	MAXIMUM Water Impact Fee	MAXIMUM Wastewater Impact Fee
Maximum Fee per EDU	\$ 7,037	\$ 5,261

Said Public Hearing will be conducted in Council Chambers located at 2801 Ranch Road 1869 in Liberty Hill. Anyone having interest in said changes or modifications is invited to attend and present comments to City Council for consideration at this meeting. If you have questions pertaining to this matter, you may contact Barbara Zwernemann – City Secretary at 512-548-5512 or send an email to bzwernemann@libertyhilltx.gov. **OUTCOME:** There were no comments. Mayor Hall left the public meeting open.

AGENDA ITEMS MOVED TO EXECUTIVE SESSION

OUTCOME: On motion by Kathy Canady and second by Liz Rundzieher, Council moved items 5-r and 5-s to Executive Session. **Motion passed on vote of 5 AYES, 0 NAYS, AND 0 ABSTENTIONS.**

CONVENE TO EXECUTIVE SESSION #1

Mayor Rick Hall convened City Council to Executive Session at 6:33 PM for Consultation with Legal Counsel pursuant to Texas Government Code §551.071 and Texas Government Code §551.074 – Personnel Matters on the following items:

- Discussion and Possible Action on a proposed Agreement between the City of Liberty Hill and Liberty Hill Chamber of Commerce for use of the Fowler Building. (Consultation with Legal Counsel – Texas Gov't Code §551.071.)
- Discuss and Take Action on approving job descriptions for Mayor and for Council Members. (Personnel Matters – Texas Gov't Code §551.074).

OUTCOME: No action was taken on items during Executive Session #1.

RECONVENE TO REGULAR SESSION #1

Mayor Rick Hall reconvened City Council to Regular Session at 7:10 PM following Consultation with Legal Counsel pursuant to Texas Government Code §551.071 and Texas Government Code §551.074 – Personnel Matters on the following items:

Discussion and Possible Action on a proposed Agreement between the City of Liberty Hill and Liberty Hill Chamber of Commerce for use of the Fowler Building. (Consultation with Legal Counsel – Texas Gov't Code §551.071.) **OUTCOME:** Rick Hall – Mayor stated that the building is being branded as the “Stubblefield Building”, citing its rich history. On motion by Liz Rundzieher and second by Tony DeYoung, Council authorized Tad Cleaves – Legal Council to draw an agreement between the Liberty Hill Chamber of Commerce and the City of Liberty Hill for use of the Stubblefield Building to present at the next Council meeting. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discuss and Take Action on approving job descriptions for Mayor and for Council Members. (Personnel Matters – Texas Gov't Code §551.074). **OUTCOME:** Rick Hall – Mayor stated the Council wishes to make changes to the City of Liberty Hill Council member and Mayoral duties. On motion by Kathy Canady and second by Liz Rundzieher, Council approved the job descriptions as amended striking the number “18” and replacing with the number “10” in hours per week for Council members; striking the word “Requirements” in each job title and replacing with the word “Expectations”; and, striking the word “Salary” in each job description. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

PUBLIC COMMENTS

Liz Branigan – 405 Loop 332 addressed Council with her desire that the Fowler building be used for support of the arts and for community groups. Lauren McAndrews – Opportunities for Williamson and Burnet Counties introduced herself as the Director of Development for OWBC which provides resources for education, nutrition, housing, social, and community support. She provided handouts to Council.

CONSENT AGENDA

On motion by Tony DeYoung and Steve McIntosh, the minutes of City Council meeting held Monday – December 9, 2020 were approved. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

INTRODUCTION - NEW STAFF MEMBERS:

Mayor Hall introduced David Stallworth – newly hired Senior Director of Planning.

REGULAR AGENDA

Discussion and Possible Action related to Change Order #1 for the South Fork Wastewater Treatment Plant 1.2 MGD Expansion contract with Cunningham Constructors & Associates, Inc. **OUTCOME:** Aaron Laughlin, Project Manager – Steger & Bizzell addressed Council stating the total amount of the change order is \$29,164.73. Rick Hall – Mayor stated this change order includes improvements made to the expansion of the plant identified since the original plan. On motion by Liz Rundzieher and second by Kathy Canady, Council approved Change Order #1 for the South Fork

Wastewater Treatment Plant 1.2 MGD Expansion Contract with Cunningham Constructors and Associates Inc. in the amount of \$29,164.73. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action to approve Steger Bizzell Task Order #SB 020-55 for wastewater improvements for surveying, design, bidding, and construction phase services for the extension the Holmes Road wastewater interceptor from the Estates of Liberty Hill north for approximately 2,200 feet. OUTCOME: Curtis Steger – Steger & Bizzell addressed Council stating this Task Order is a continuation of the first phase and will cover the area north of the Estates of Liberty Hill. The task order includes engineering and survey work. Rick Hall – Mayor stated they will be developing an area that was formerly a leach field for septic. The expansion is based on requests for service. On motion by Steve McIntosh and second by Liz Rundzieher, Council approved Steger & Bizzell Task Order #SB 020-55 in the amount of \$58,255. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action to approve Steger Bizzell Task Order #SB 020-56 for wastewater improvements for surveying, design, bidding, and construction phase services for the new County Road 259/266/260 24” Wastewater Interceptor from the CoLH WWTP northward for approximately 12,500 feet. OUTCOME: Curtis Steger – Steger & Bizzell addressed Council stating this interceptor will provide service for additional clients. On motion by Steve McIntosh and second by Tony DeYoung, Council approved Task Order #SB 020-56. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Presentation proposed Wastewater System Impact Fees from \$3,500.00 to the fee outlined below; providing for update from the Impact Fee Advisory Committee based on land use assumptions and Capital Improvement Plan underlying the maximum fee calculations consistent with State Law and good engineering practices. OUTCOME: Rick Hall – Mayor stated the presentation is being withdrawn since there were no comments during the public hearing.

Presentation of Water System impact Fees from \$3,500.00 to fees as shown below; providing for recommendation to City Council from the Impact Fee Advisory Committee based on land use assumptions and Capital Improvement Plan underlying the maximum fee calculations consistent with State Law and good engineering practices.

February 1, 2020 to December 31, 2020	\$5,500.00
January 1, 2021 to December 31, 2021	\$6,500.00
January 1, 2022 and Beyond	\$7,037.00

OUTCOME: Rick Hall – Mayor stated the effective date will be set at the January 27, 2020 Council meeting. He stated these rates are comparable to surrounding cities.

Discussion and Possible Action regarding consideration of an Architectural Design Proposal from EA, Inc for the new Liberty Hill Community Center in downtown Liberty Hill. OUTCOME: Rick Hall – Mayor stated the City has acquired the building known as the over the Hill Gang as well as the County Barn. This proposal outlines the cost to renovate the existing building as a community center. Phase 1 involves renovation of the existing building as between \$175,000 - \$200,000. Phase 2 involves the addition of 1,800 SF to the building which would be between \$200,000 - \$225,000. The bid enclosed in Council’s packet is for the architectural design work which is as follows:

Phase 1 - \$10,000; Phase 2 - \$11,000 with the alternative of combining both phases for a total \$19,975 if design work is done simultaneously.

On motion by Tony DeYoung and second by Kathy Canady, Council approved an Architectural Design Proposal from EA, Inc. for the new Liberty Hill Community Center in downtown Liberty Hill in the

amount of \$19,975 for simultaneous work done on Phase 1 and Phase 2. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on a recommendation to City Council from the Planning and Zoning Commission to approve the Morningstar Phase 2 – Sections 4 & 5 Final Plat in the ETJ of the City of Liberty Hill. OUTCOME: Sally McFeron – Director of Planning addressed Council stating this plat represents 166 lots on 27.4 acres in Morningstar MUD. It was approved by Planning and Zoning for recommendation to Council and meets all local, county, and state regulations. On motion by Liz Rundzieher and second by Gram Lankford, Council approved Morningstar Phase 2 – Sections 4 & 5 Final Plat in the ETJ of the City of Liberty Hill. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving an Ordinance of the City Council of Liberty Hill, amending the Budget for the Fiscal Year beginning October 1, 2018 and ending September 30, 2019 providing for various unforeseen Revenues and Expenditures; establishing an effective date; and finding proper notice and meeting. OUTCOME: Becky Wilkins – Finance Director addressed Council stating she closed the books; this Ordinance represents the adjustments to Revenue and Expenses that she is making. On motion by Liz Rundzieher and second by Gram Lankford, Council approved Ordinance 20-O-01 amending the budget for Fiscal Year beginning October 1, 2018 and ending September 30, 2019, providing for various unforeseen revenues and expenditures. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving an Addendum to the Halff Professional Services Contract to include Liberty Hill City Park improvements to include Swim Center bidding and Construction Phase services in an amount not to exceed \$72,200.00. OUTCOME: Brian Binkowski – Halff Associates addressed Council stating in August 2017 they were granted the design phase project for the Swim Center. This proposal takes the plans from the design phase forward. On motion by Tony DeYoung and second by Liz Rundzieher, Council approved an addendum to the Halff Professional Services Contract to include Liberty Hill City Park improvements to include Swim Center bidding and construction phase services in an amount not to exceed \$72,200. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on appointing Jared King to serve as an Alternate Commissioner on the Planning & Zoning Commission. OUTCOME: Rick Hall – Mayor reintroduced Jared King to Council who has applied for appointment to the Planning and Zoning Commission. On motion by Liz Rundzieher and second by Steve McIntosh, Council approved appointment of Jared King to serve as an alternate commissioner on the Planning and Zoning Commission. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving the City of Liberty Hill Re-Use Policy for quality of effluent water that meets Type 1 Reuse quality for contact irrigation; providing for use of the City's hydro pneumatics reuse water pump station under TCEQ authorization permit R14477-001 issued to the City of Liberty Hill on May 31, 2019. OUTCOME: Rick Hall – Mayor addressed Council stating the reuse station is for the wastewater treatment facility and allows the City to have a fill station. Larkspur has tied into the re-use water. Curtis Steger – Steger & Bizzell stated this policy is the fulfillment of obligations made a few years ago in the permit amendment. This finalizes a requirement from that original settlement agreement. This meets all TCEQ Type 1 re-use facility requirements. Mayor Hall stated this should help with future negotiations with developers who want to come into the City. On motion by Kathy Canady and second by Steve McIntosh, Council approved the City of Liberty Hill Re-Use Policy. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action to modify the speed limit on Loop 332 in the City of Liberty Hill. OUTCOME: Kathy Canady – Council member addressed Council stating she would like to see Loop 332’s speed limit changed to a consistent 30 miles per hour, except for school zones during school hours. Following discussion, Kathy Canady made a motion, seconded by Tony DeYoung, to direct legal counsel to prepare an ordinance modifying the speed limit on Loop 332 to 30 miles per hour except for school zones during school hours. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on a recommendation by City Council, in the interest of public safety, requesting Texas Department of Transportation to consider modifying the speed limit on Ranch Road 1869 within the municipal boundaries of the City of Liberty Hill. OUTCOME: Kathy Canady – Council Member addressed Council with her desire to approach TxDOT regarding lowering the speed limit of Ranch Road 1869 within City boundaries. Following discussion, Tony DeYoung, seconded by Liz Rundzieher made a motion to have legal counsel draft a resolution to TxDOT to have a warrant study performed with an inclusion of the City’s recommendations for the speed limit on Ranch Road 1869 within the municipal boundaries of the City of Liberty Hill. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving the proposed model of the gateway signs for Liberty Hill. OUTCOME: Rick Hall – Mayor stated Brian Binkowski – Halff Associates has provided several options to Council. Following review of the models and discussion, Tony DeYoung, seconded by Steve McIntosh, made a motion to direct Halff Associates to provide modifications to the model, which are to include “Est. 1999” and return with those models along with cost estimates at the next Council meeting. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving a proposed model of the signs for the “Charles Canady Memorial Loop 332”. OUTCOME: Following discussion of the models presented, Liz Rundzieher made a motion with second by Gram Lankford to have Brian Binkowski – Halff Associates move forward with design modified as discussed and provide a cost estimate. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action approving Resolution #20-R-02 authorizing the City of Liberty Hill’s participation in Texas CLASS Investment Pool; providing for the City’s continued compliance with Texas Public Funds Investment Act (PFIA) and providing transparency of investments for the City of Liberty Hill. OUTCOME: Becky Wilkins – Finance Director addressed Council stating this will provide the City with another investment pool option and is an approved option for the City. On motion by Tony DeYoung and second by Steve McIntosh, Council approved Resolution 20-R-02 authorizing the City of Liberty Hill’s participation in Texas CLASS Investment Pool. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on a second amendment to Ordinance 19-O-65 - Division 2 of Article 1.07 - Code of Ordinances related to Planning & Zoning Commission; providing for change in number of meetings per month to two, said meetings being held on the 1st and 3rd Tuesdays of the month; and providing for change in meeting time from 12 Noon to 6:30 PM. OUTCOME: On motion by Gram Lankford and second by Kathy Canady, Council approved Ordinance 20-O-03 amending Division 2 of Article 1.07 – Code of Ordinances related to the Planning & Zoning Commission; providing for change in number of meetings per month to two, said meetings being held on the 1st and 3rd Tuesdays of the month; and providing for change in meeting time from 12 Noon to 6:30 PM. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

CONVENE TO EXECUTIVE SESSION #2

Mayor Hall reconvened City Council to Executive Session at 8:33 PM for Consultation with Legal Counsel pursuant to Texas Government Code §551.071 – Consultation with Legal Counsel; Texas Government Code §551.074 – Personnel Matters; and Texas Government Code §551.072 – Real Property. Council entertained discussion related to the matters shown below. **OUTCOME:** No action was taken during Executive Session #2.

- Consultation with Legal Counsel regarding real property owned by the City of Liberty Hill and potential acquisitions (Real Property - Texas Government Code §551.072).
- Consultation with Legal Counsel on the design for expansion of the City of Liberty Hill South Fork Wastewater Treatment Plant (WWTP). (Consultation with Legal Counsel - Texas Government Code §551.071).
- Consultation with Legal Counsel on transferring a portion of the City of Georgetown Western District Water System to the City of Liberty Hill. (Consultation with Legal Counsel – Texas Government Code §551.071).

CONVENE TO REGULAR SESSION #2

Mayor Hall reconvened City Council to regular session at 8:38 PM following Consultation with Legal Counsel pursuant to Texas Government Code §551.071 – Consultation with Legal Counsel; Texas Government Code §551.074 – Personnel Matters; and Texas Government Code §551.072 – Real Property. Council entertained discussion related to the matters shown below; no action was taken on any item.

- Consultation with Legal Counsel regarding real property owned by the City of Liberty Hill and potential acquisitions (Real Property - Texas Government Code §551.072).
- Consultation with Legal Counsel on the design for expansion of the City of Liberty Hill South Fork Wastewater Treatment Plant (WWTP). (Consultation with Legal Counsel - Texas Government Code §551.071).
- Consultation with Legal Counsel on transferring a portion of the City of Georgetown Western District Water System to the City of Liberty Hill. (Consultation with Legal Counsel – Texas Government Code §551.071).

ITEMS FROM MAYOR AND COUNCIL

- City Retreat – January 24th & 25th
- LH Chamber of Commerce – Annual Chamboree – February 22nd
- City of Liberty Hill Birthday Cake – Veteran’s Park
- Early Voting Schedule
- Tax Exemptions for Property Tax will be on the January 27th Council Agenda
- 3-Year Term Change will be on the January 27th Council Agenda
- It’s Time Texas Challenge – Council members sign a pledge for the challenge
- Wayne Bonnet and Casey Cobb completed their IMD (Infrastructure Disaster Management) certification

ADJOURNMENT

On motion by Liz Rundzieher and second by Tony DeYoung, the meeting of City Council was adjourned at 9:43 PM. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

PASSED AND APPROVED as amended by the CITY COUNCIL of the CITY OF LIBERTY HILL, TEXAS on MONDAY – JANUARY 27, 2020 on vote of 5 AYES, 0 NAYS, and ABSTENTIONS.



Rick Hall
Mayor



Barbara Zwernemann
City Secretary

