



CITY COUNCIL REGULAR MEETING MINUTES
MONDAY – FEBRUARY 10, 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, February 10, 2020 at Council Chambers – 2801 Ranch Road 1869 – Liberty Hill. Invocation was given by Dawn Slack, followed by reciting the Pledge of Allegiance and Texas Pledge. 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, Wayne Bonnet, Casey Cobb, Lance Dean, David Stallworth, Chief Maverick Campbell, Detective David Bonessi, Tracy Ventura, and Nancy Sawyer.

REGULAR AGENDA

Special Recognition of Chief LHPD – Maverick Campbell and David Bonessi – LHPD Detective, who have been selected to represent Texas at the National LEAD Conference in New Jersey; State LEAD pays registration / meals and Municipalities pay lodging / transportation. Chief Maverick Campbell and Detective David Bonessi were recognized and honored for their leadership in the program and for being chosen to attend the National Convention.

CONSENT AGENDA

Kathy Canady made a motion, seconded by Tony DeYoung, to approve the following Consent Agenda Items, stating that the Agenda for tonight’s Council Meeting -- City Council / Staff retreat agenda item -- stated “NOTES” taken, not “MINUTES”; she would like that changed on the agenda to read “MINUTES” to be correct. Consent Agenda Item (c) was moved to Regular Session. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

- Minutes of City Council meeting held Monday – January 27, 2020
- Minutes of City Council / Staff Retreat held Friday and Saturday – January 24 – 25, 2020
- Discussion and Possible Action on the approval of Highland 183 Lot 4 Site Development Stormwater Permit located at 1691 and 1699 US Hwy 183 in the City Limits of the City of Liberty Hill.

CONVENE TO EXECUTIVE SESSION

Mayor Hall convened City Council to Executive Session at 6:38 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.

- Consultation with Legal Counsel regarding real property owned by the City of Liberty Hill and potential acquisitions (Real Property – Texas Gov’t 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 Gov’t Code §551.071).

- Consultation with Legal Counsel on transferring a portion of the Western District Water System in Georgetown (Consultation with Legal Counsel – Texas Gov't Code §551.071).
- Consultation with Legal Counsel regarding reimbursement of wastewater facilities and Utility Facility Construction and Conveyance Agreement for Stonewall Ranch Subdivision (Consultation with Legal Counsel – Texas Gov't Code §551.071).
- Consultation with Legal Counsel regarding Applicants for City Administrator position (Personnel – Texas Gov't Code §551.074).

CONVENE TO REGULAR SESSION

Mayor Hall reconvened City Council to Regular Session at 7:47 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.

- Consultation with Legal Counsel regarding real property owned by the City of Liberty Hill and potential acquisitions (Real Property – Texas Gov't Code §551.072). **OUTCOME:** No action was taken.
- 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 Gov't Code §551.071). **OUTCOME:** No action was taken.
- Consultation with Legal Counsel on transferring a portion of the Western District Water System in Georgetown (Consultation with Legal Counsel – Texas Gov't Code §551.071). **OUTCOME:** No action was taken.
- Consultation with Legal Counsel regarding reimbursement of wastewater facilities and Utility Facility Construction and Conveyance Agreement for Stonewall Ranch Subdivision (Consultation with Legal Counsel – Texas Gov't Code §551.071). **OUTCOME:** No action was taken.
- Consultation with Legal Counsel regarding Applicants for City Administrator position (Personnel – Texas Gov't Code §551.074). **OUTCOME:** On motion by Liz Rundzieher and second by Kathy Canady, Council directed Matt Powell to redefine the description of the City Administrator and Assistant City Administrator positions. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving the Coker Development – Site Development / Stormwater Permit located at 703 Loop 332 in the City Limits of the City of Liberty Hill. OUTCOME: Kathy Canady – Council member asked if all due diligence had been performed with the public hearing, engineering / drainage studies performed / neighbors contacted regarding any concerns they might have. She was assured by Arthur Corker - Corker Development, Anthony Goode – Cude Engineering, and Curtis Steger – Steger & Bizzell they had covered all due diligence including speaking with the neighbors. On motion by Kathy Canady and second by Liz Rundzieher, Council approved the Corker Development Site Development / Stormwater Permit. **Motion passed on vote of 4 AYES, 0 NAYS, and 1 ABSTENTION.** Tony DeYoung abstained and has filed an Affidavit Providing Notice of Potential Conflict of Interest with Barbara Zwernemann – City Secretary.

Discussion and Possible Action to Approve a Resolution of the City of Liberty Hill for termination of Liberty Hill Multiple Use Agreement for the Loop 332 / RR 1869 Sidewalk Project. OUTCOME: Becky Wilkins – Finance Director addressed Council stating this is a housekeeping item to terminate the current Multiple Use Agreement and sign a Municipal Maintenance Agreement in its place. On motion by Steve McIntosh and second by Liz Rundzieher, Council approved Resolution 20-R-11 terminating Agreement. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving an Agreement between the City of Liberty Hill and Liberty Hill Chamber of Commerce for Chamber use of the Stubblefield Building. OUTCOME: Liz Rundzieher – Mayor Pro Tem stated the Chamber has reviewed the Agreement and has proposed a few changes including:

- Hours from 8 AM to 4 PM
- Building open for special events
- Addition of mediation clause
- In the second paragraph of item 9.J., would like “to the best of the Chamber’s knowledge” added to the end of the first sentence.

Jared King – Chamber President addressed Council stating the Chamber believes this is a great agreement, but they wish to insure both parties are protected. On motion by Steve McIntosh and second by Liz Rundzieher, Council approved the Agreement with amendments. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on authorization for Mayor Hall to sign an Agreement between Government Capital and the City of Liberty Hill to finance Police vehicles and accessories; providing for a total not to exceed \$273,120.24. OUTCOME: Becky Wilkins – Finance Director addressed Council stating this Agreement is for the purchase of 4 Tahoes and 1 Charger, some fully outfitted with five (5) annual payments of \$60,813.49 at 3.688%, totaling \$273,120.24. On motion by Steve McIntosh and second by Gram Lankford, Council authorized Mayor Hall to sign an Agreement between Government Capital and the City. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving \$5,000 in support of the Williamson County Children’s Advocacy Center; providing for annual contribution from the City of Liberty Hill. OUTCOME: Rick Hall – Mayor stated this is an annual contribution the Council has made in the past. On motion by Gram Lankford and second by Tony DeYoung, Council approved an annual contribution of \$5,000 in support of the Williamson County Children’s Advocacy Center from the City of Liberty Hill. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on awarding Grant Administrative Services for the FEMA Hazard Mitigation Grant Program to Langford Community Management Services to complete the HMGP application and manage the grant upon funding; providing for a Professional Services Agreement for said project to be executed by Mayor Hall. OUTCOME: Casey Cobb – Emergency Management Planner presented stating this item is the

next step in the siren grant process. The City is now in the procurement phase. Following a review of needs, the City is looking at six systems. Each system is approximately \$27,000, not including up-front costs. On motion by Liz Rundzieher and second by Tony DeYoung, Council awarded grant administrative services to Langford Community Management Services. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on awarding Engineering Services for the FEMA Hazard Mitigation Grant Program to BEFCO Engineering Inc for application to obtain emergency warning system / sirens and related electrical work and implementation of funding; providing for a Professional Services Agreement for said project to be executed by Mayor Hall. OUTCOME: On motion by Kathy Canady and second by Steve McIntosh, Council awarded engineering services to BEFCO Engineering Inc. for application to obtain an emergency warning system. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action providing authorization by City Council to add the City of Liberty Hill City Charter to the November 2020 Election ballot. OUTCOME: Rick Hall – Mayor addressed Council stating this was discussed at the retreat. Authorization of this item will begin the process for initiation of a Charter Committee and preparation of a City Charter. He would like to see a charter committee invitation on Facebook and on the City web page, along with a public workshop. On motion by Gram Lankford and second by Kathy Canady, Council authorizes the City of Liberty Hill City Charter to the November 2020 Election ballot. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action authorizing the Planning Department to revise and/or update the City of Liberty Hill LUE Guidance Sheet for presentation to City Council by the end of February 2020. OUTCOME: Rick Hall – Mayor stated this was discussed during the retreat also. On motion by Liz Rundzieher and second by Gram Lankford, Council authorized the Planning Department to revise and/or update the City of Liberty Hill LUE Guidance Sheet to bring back to City Council. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on changes to the City’s gateway sign design: (1) use the font for “Liberty Hill” which appears on water bills and other city of Liberty Hill signs for continuity; and (2) instead of asterisks along the middle, use a solid line like the one above the lettering. OUTCOME: Following discussion, Tony DeYoung made a motion to table this item following an updated rendering. Steve McIntosh seconded the motion. Wayne Bonnet will follow up. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action to approve an Engagement Letter for appraisal of the Summerlyn West Public Improvement District (PID) for an amount not to exceed \$16,000; providing for understanding that no third party market / lot absorption will be included and draft appraisal will be delivered in 45 days or less from date of engagement. OUTCOME: Becky Wilkins – Finance Director presented stating this is one more step toward fulfillment of the PID agreement. On motion by Liz Rundzieher and second by Kathy Canady, Council approved an Engagement Letter for appraisal of the Summerlyn West Public Improvement District (PID) for an amount not to exceed \$16,000; providing for understanding that no third party market / lot

absorption will be included and draft appraisal will be delivered in 45 days or less from date of engagement. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action to terminate Public Works Request for Proposal (RFP) to replace sanitary sewer manhole covers and install new sanitary sewer manhole covers, where needed, and re-issue the RFP to include additional projects; RFP's / quotes received far exceeded budgeted / allocated funds approved for manhole cover project. OUTCOME: Rick Hall – Mayor addressed Council stating two more manhole issues have been discovered. The bid will be for actual manholes, not just the covers, which are failing. Kathy Canady, seconded by Liz Rundzieher, made a motion to terminate the Public Works RFP and re-issue the RFP to include additional projects. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action authorizing Mayor Hall to execute the new TML Employee Health Benefits' Schedule to be implemented during the City's annual open enrollment period beginning April 1, 2020; new schedule / rates are effective May 1, 2020. OUTCOME: Rick Hall – Mayor stated he and Becky Wilkins – Finance Director have been speaking with TML about health plans that might benefit City employees. Following discussion, Tony DeYoung, seconded by Liz Rundzieher, made a motion authorizing Mayor Hall to execute the new TML Employee Health Benefits' Schedule to be implemented, along with the possibility of an AFLEC program, to be implemented during the City's annual open enrollment period beginning April 1, 2020. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

ITEMS FROM MAYOR AND COUNCIL

- Kathy Canady stated she would like to have a training/workshop on the Open Meetings Act (OMA) which would be open to the public – set for March 9, 2020 – 5:30 PM
- Mayor Hall stated he would like a workshop regarding the Wastewater Treatment Plant – set for February 24, 2020 – 5:30 PM

ADJOURNMENT

On motion by Liz Rundzieher and second by Tony DeYoung, the meeting of City Council was adjourned at 8:38 PM. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

PASSED and APPROVED by the CITY COUNCIL of the CITY OF LIBERTY HILL, TEXAS on MONDAY – FEBRUARY 24, 2020 on vote of _____ AYES, _____ NAYS, and _____ ABSTENTIONS.

Rick D. Hall – Mayor

Barbara Zwernemann – City Secretary