LIBERTY HILL

FREEDOM TO GROW

CITY COUNCIL MEETING MINUTES

MONDAY, JUNE 22, 2020 – 6:30 PM

2801 Ranch Road 1869 – Liberty Hill (Council Chambers)

June 22, 2020, City Council convened in Council Chambers at 2801 Ranch Road 1869. The meeting was video streamed and available via telephone.

CALL TO ORDER

Liberty Hill City Council was called to order at 6:30 PM by Rick Hall – Mayor on Monday, June 8, 2020 at Council Chambers located at 2801 Ranch Road 1869. Invocation was given by Tony DeYoung, followed by reciting of the Pledge of Allegiance and Texas Pledge.

Council Members present were Mayor Rick Hall, Mayor Pro Tem Liz Rundzieher, Kathy Canady, Gram Lankford, Tony DeYoung, and Steve McIntosh. Others present were Tad Cleaves – City Attorney, Lacie Hale – Chief Operating Officer, Wayne Bonnet – Public Works Director, Tracy Ventura – Court Administrator, David Stallworth – Director of Planning, Jonny Ubelhor – Building Inspector, Becky Wilkins – Finance Director, Katie Amsler – Event Coordinator, and Nancy Sawyer – City Secretary.

The meeting was open to the public via conference call, GoToMeeting, and in person. Access instructions for the meeting were posted on the City Bulletin Board at Municipal Court and www.LibertyHillTX.gov. Instructions on submitting public comments were also posted with the agenda as referenced above.

PUBLIC COMMENTS

Robert Balzen – owner of Sunny Hill RV Park spoke and provided a handout to Council. Mr. Balzen stated his first request is that the City de-annex his property or provide proper zoning. His second request is to refund charges he has paid to the City. He stated the City's highest priority should be to treat all citizens fairly.

CONVENE TO EXECUTIVE SESSION

City Council was convened to Executive Session at 6:35 PM by Mayor Hall for Consultation with Legal Counsel pursuant to Texas Government Code §551.072 – Real Property and §551.071 –

Consultation with Legal Counsel and as referenced below. No action was taken in Executive Session.

- **Section 551.072: Deliberation about Real Property**
  Consultation with Legal Counsel regarding real property owned by the City of Liberty Hill and potential acquisitions.
- **Section 551.071: Consultation with Attorney**
  Advice from attorney about pending or contemplated litigation and other matters on which the attorney has a duty to advise the City Council, including agenda items.
  - Campbell TWC Hearing

RECONVENE TO REGULAR SESSION

At 7:00 PM City Council reconvened to Regular Session for discussion / action of the following:

- **Section 551.072: Deliberation about Real Property**
  Consultation with Legal Counsel regarding real property owned by the City of Liberty Hill and potential acquisitions. OUTCOME: No action was taken.
- **Section 551.071: Consultation with Attorney**
  Advice from attorney about pending or contemplated litigation and other matters on which the attorney has a duty to advise the City Council, including agenda items.
  - Campbell TWC Hearing OUTCOME: No action was taken.

CONSENT AGENDA ITEMS

- **Discuss and Take Action to approve minutes of the Regular City Council meeting held Monday – June 8, 2020.** OUTCOME: This item was moved to Regular Session.
- **Discuss and Take Action to approve COVID-19 Emergency Relief Grant Program applications which were approved by the Liberty Hill Economic Development Corporation June 17, 2020.**
  OUTCOME: On motion by Liz Rundzieher and second by Kathy Canady, Council approved the Consent Agenda. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions. Rick Hall – Mayor stated he appreciated the EDC's hard work on this grant program.

REGULAR AGENDA

Discuss and Take Action to approve minutes of the Regular City Council meeting held Monday – June 8, 2020. OUTCOME: On motion by Kathy Canady and second by Liz Rundzieher, Council approved the minutes of the regular City Council meeting held Monday – June 8, 2020. Motion passed on vote of 4 ayes, 0 nays, and 1 abstention. Tony DeYoung abstained, not having been in attendance.

DEPARTMENTAL REPORTS

Finance Department

Becky Wilkins – Finance Director provided an overview for May 2020. Sales tax receipts are better than expected and better than this period last year.

Public Works Department

Wayne Bonnet – Director of Public Works provided a handout and verbal overview of his department.

- Utilities, as part of the streets and utilities project, are complete and operational.
- The sidewalks project is wrapping up.
- They will be making changes to the Police Department parking lot. Work on the wastewater treatment plant continues.
- The department is working on the Canady signs.
- An arborist has looked at the tree on Monroe Street and has devised a plan to hopefully save the tree.
- The parking area across the street from Wetzel Park should be complete within another month or two.
- Mayor Hall stated engineers are in the process of finding easements and rights of way for the Liberty Park entrance and will be able to complete a survey within a few weeks.

Police Department

Chief Royce Graeter provided an overview of departmental activity for the month of May 2020. The engineer's traffic study is being scheduled.

Municipal Court

Tracy Ventura – Court Administrator stated July 6th will be the first docket for virtual court. She stated Liberty Hill has been invited to be a test site for prosecutor breakout rooms. Municipal courts have been approved by the State to have open court, but it is still recommended to use virtual court as much as possible.

Planning Department

David Stallworth – Senior Director of Planning stated there have been 176 permits generated and 1,167 inspections. He stated COVID has impacted the number of inspections; there have also been marked declines in pre-development meetings, etc. Kathy Canady asked what the highest number of inspections performed in a single day has been before the pandemic. Mr. Stallworth stated that number would be around 200. He said the Planning Department is getting ready to go through UDC revisions.

Events

Katie Amsler – Event Coordinator presented.

- Whimsy and Wonder is set for August 1.
- Splash Pad grand opening will be discussed during this Council meeting.
- Independence Day Spectacular is set for July 3 using as many safety measures as possible.
  - Will be limiting bus capacity to 50%
  - Ordered around 6,000 masks for those who wish to wear them

- There will be hand sanitizer stations
- Some activities have been eliminated

Tony DeYoung asked what activities were scheduled for Fall. Ms. Amsler stated Christmas is all that is planned for now. Mr. DeYoung said he has seen interest in having a Classic Car meet-up. Ms. Amsler responded that she has spoken with the group and is hoping to possibly include this in a February Liberty Hill Festival.

City Secretary

Nancy Sawyer – City Secretary spoke, stating over 1,000 files have been identified in the City Secretary's office. Ms. Sawyer provided an overview and update on the City records project.

REGULAR AGENDA

Discussion and possible action to approve addition of Lacie Hale to the City's bank and investment accounts signature cards. OUTCOME: On motion by Kathy Canady and second by Gram Lankford, Council approved the addition of Lacie Hale to the City's bank and investment account signature cards. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discuss and consider action on the opening of Wetzel Park Splash Pad. OUTCOME: Rick Hall – Mayor stated this project has been ongoing for way too long. Despite approvals from the Williamson County Health District and completion of the project, the City is still missing the Certificate of Occupancy required to open the splash pad. Lacie Hale – Chief Operating Officer addressed Council, providing them with a timeline of events related to the splash pad. David Stallworth – Senior Director of Planning stated the reason a CO has not been given is that the City building inspector – Jonny Ubelhor did not actually see the bonding before the concrete was poured. Following details of tests the City performed to further establish proper steps had been taken by the contractor, there was discussion regarding what would need to happen to obtain a CO. There was also discussion of having a cleaning crew out once daily during the COVID pandemic. Wayne Bonnet – Public Works Director asked if his crew were to ground 4 corners of the splash pad, would the building inspector provide the CO. Mr. Ubelhor stated that he would. Mayor Hall directed Mr. Bonnet to go ahead and do that work. Becky Wilkins – Finance Director stated insurance was in place to cover the splash pad. Mayor Hall stated he feels like the City, as a whole, has dropped the ball on this project. He stated this should not have happened.

Discussion and possible action of the reorganization, restructuring, and possible renaming of the Planning Department. OUTCOME: Lacie Hale – Chief Operating Officer provided a handout to Council showing three proposed reorganization charts for the Planning Department. She stated she would like to change the title of the department to Building Development Services. A project manager is included in options A and B. Ms. Hale stated the hope is to bring more in-house services rather than outsourcing. One possible position addition would be a Building Official whose job would be to interpret the building code, issue Certificates of Occupancy, assist with the UDC project, and City planning. David Stallworth – Senior Director of Planning stated there tends to be a disconnect between building code and zoning codes. He requested planning staff review the options and work together with City staff to produce something amenable to Planning and staff. On motion by Tony DeYoung and second by Kathy Canady, Council tabled this item to allow time for Lacie Hale, David Stallworth, and Wayne Bonnet to work together to provide possible options. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discussion and possible action to approve hiring for the position of Project Manager, as previously budgeted. Lacie Hale – Chief Operating Officer addressed Council stating this item is in conjunction with the restructuring of the Planning Department and would effectively eliminate outsourcing of these duties. On motion by Kathy Canady and second by Liz Rundzieher, Council approved hiring for the position of Project Manager. Motion passed on vote of 4 ayes, 1 nay, and 0 abstentions. Tony DeYoung did not approve. Becky Wilkins – Finance Director stated the job description was approved by Council last year.

Discussion and possible action regarding waiving a potential conflict of interest for Dan Wegmiller, Financial Advisor, with regards to the Watch Hill MUD development. OUTCOME: Rick Hall – Mayor stated Mr. Wegmiller has worked with the City for approximately two years. However, he is also the Financial Advisor for the Watch Hill MUD. The City has been talking with the developer about annexing his property into City limits. Mr. Wegmiller has yet to be paid by the MUD because of the current pay structure agreement. Lacie Hale stated the addition of this development would be a great benefit to the City. She recommends Council approve. Tony DeYoung made a motion to approve with the caveat that Mr. Wegmiller produces a document stating he has not been paid by the Watch Hill MUD and will only be paid by the City. Gram Lankford seconded the motion. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Discuss and consider an annual commemoration of Liberty Hill pioneers via signage within the City. OUTCOME: Kathy Canady addressed Council stating she and Liz Rundzieher thought it would be nice to have signage for notable people in Liberty Hill's history. She would like to see what mechanisms the City could use to preserve the City's vast history. Gram Lankford stated he thinks placing memorials and signage at parks is a good idea. Becky Wilkins – Finance Director said memorial benches with embedded plaques might be one idea and could possibly direct readers to a website where they could view a full history. Mayor Hall asked Katie Amsler – Event Coordinator if she would work with Kathy Canady and Liz Rundzieher to explore options. Ms. Amsler agreed.

Discussion and possible action to approve an economic development incentive program with Higginbotham Brothers. Forwarded from the Liberty Hill Economic Development Corporation. OUTCOME: Rick Hall – Mayor addressed Council stating the incentive would be for $120,000 over three years starting January 1. Following discussion, Steve McIntosh made a motion to approve an economic development incentive program with Higginbotham Brothers. Liz Rundzieher seconded the motion. Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

ITEMS FROM MAYOR AND COUNCIL

- Independence Day Spectacular – Katie Amsler – Event Coordinator stated she has added a post-fireworks to assist in slower shuttle times.
- Mayor Hall thanked all City staff who have volunteered to help on July 3rd which is a municipal holiday.
- July 13th is the next Council meeting.
- Tony DeYoung asked for an update on the splash pad for the next meeting.
- Current plan for grand opening of splash pad is July 3rd at 10 a.m.

ADJOURNMENT

On motion by Liz Rundzieher and second by Gram Lankford, Council adjourned at 9:45 p.m. 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 – July 13, 2020 on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.

Rick D. Hall – Mayor

[seal]

Nancy Sawyer – City Secretary