



Meeting minutes  
City of Liberty Hill, TX  
Public Works Commission  
Regular Called Meeting,  
July 17, 2023  
6 PM Council Chamber,  
2801 CR 1869, Liberty Hill, TX 78642  
5:30 PM

Public Works Commission Members present:

Kyle Smith, Chair  
Jon Nolting, Vice Chair  
Robert Watson

City Staff present:

Paul Brandenburg, City Manager  
David Thomison, Director of Public Works  
James Herrera, Public Works Project Manager  
Elaine Simpson, City Secretary  
Trey Evans, Water Superintendent  
Curtis Steger, Steger & Bizzell

Call to Order / Introductions / Welcome

Kyle Smith called the meeting to order at 5:30 PM.

2) Public Comments

There were no public comments.

**3) Regular Agenda Items - The Commissioners may act on all items listed on this agenda.**

3a.) Discussion, consideration, and possible action regarding meeting minutes from the Public Works Commission meeting of June 22, 2023. (E. Simpson)

City Secretary Simpson outlines the two corrections regarding absences on page 1. Commissioner Nolting moved, and Commissioner Watson seconded, to approve, with corrections to page one, the meeting minutes from the Public Works Commission Regular Meeting of June 22, 2023. Motion carried unanimously by a 3-0 vote.

3b.) Update on the Roundabout. (D. Thomison/J. Herrera/C. Steger)

James Herrera, Public Works Project Manager introduced the item and gave the staff report. He informed the Commission that Smith started construction today. Herrera has received answers to the questions he had about utility relocations, etc. Herrera explained that he is working with Steger and Bizzell on the questions the Commissioners brought up at the last meeting about the alignment, specifically about the sidewalk alignments. He noted that there is a good traffic plan in place for this project.

There was no motion on this agenda item.

3c.) Review, discussion and possible action on the Chapter 12 Street and Vehicle Ordinance by the Public Works Committee. (D. Thomison)

Public Works Director David Thomison introduced the item and presented the staff report. He suggested that city staff and the Commissioners review this ordinance and determine if updating is needed. The city has received requests/questions about changing the speed limits in different areas. This would be for city streets only, of course, not County or TXDOT Roads. He suggested that the Commission might review and make recommendations to be considered by the City Manager. The Police Chief will also review this entire Chapter because most of these speed limits were set in 2002.

There was then a short discussion reviewing the prohibition on use of handheld phones. Perhaps an update for the violation fee?

The estimated speed of the roundabout, when it is complete, will be 15 miles an hour.

There was a discussion of taking a new traffic count downtown after school starts up again on August 16<sup>th</sup>.

The Commissioners will continue to review this Chapter of the Code and prepare comments. They will bring their recommendations back at the next Public Works Commission meeting.

There was no formal motion on this agenda item.

3d.) Discussion, consideration, and possible action on downtown parking and options to re-route the large trucks on Main Street. (D. Thomison)

Public Works Director Thomison explained that the routing of trucks away from Main Street might be accomplished by establishing weight limits. There was a brief discussion about the need for a right turn lane available for these trucks, as well as for emergency vehicles. There was a discussion about the study that was done, which recommended that all parking on Main Street be eliminated except the parking right in front of Parkers.

There was discussion about waiting until the new traffic light at Ranch Road 1869 and Main Street is activated.

There was a discussion of possible options for prohibiting trucks on Main, but the city has no authority to prevent trucks on Ranch Road 1869.

There was a brief discussion of how much or how little consultation has been done with the downtown business owners about the elimination of the parking and the streetscaping that will be coming.

There was no formal motion on this agenda item. This agenda item will be brought back at a future meeting to discuss the logistics of a 'Truck Route'.

No action was taken.

3e.) Discussion, consideration and possible action regarding Ranch Road 1869 and Loop 332 "Main Street" intersection improvements, including right turn lane. (J. Herrera)

James Herrera, Public Works Project Manager briefly discussed the plans for turn lanes that are being discussed. There will be a need for 're-striping' of the roadway which will cost approximately \$160,000. There was also discussion of other improvements that may be possible such as overlay work/mill work. This is part of a three-year budget plan.

City Manager Brandenburg explained that the sidewalk improvements that the city has planned for this area will also contribute to making these areas ADA compliant, specifically, there needs to be consideration of the step up near the Whiskey Barrell.

James Herrera disseminated an illustration for the Commissioners to consult, showing the red-light to the roundabout.

There was a brief discussion about the logistics of red-light timing, and how problems can be avoided with people reversing out into Main from Parkers?

There was a very brief discussion of signage downtown and it was noted that the Downtown Revitalization Committee is working on wayfinding signage to inform visitors where the downtown parking areas are.

There was no formal motion/action taken.

3f.) Discussion, consideration, and possible action regarding the use of 'delineators' to prohibit left hand turns requested for certain areas of State Hwy 29, and specific areas of Loop 332 'Main Street' for safety and to relieve congestion. (D. Thomison)

There was a brief discussion of the request of the Liberty Hill Independent School District (LHISD) for the city to install delineators in front of the schools. It was noted that the Williamson County Emergency Services District #4 (the Fire District) has informed the city that there cannot be delineators in the area near the Fire Station, because it will block ingress and egress.

Public Works Director Tomison will consult with the LHISD and the Fire Department to discuss what options would be available for this area to dissuade drivers from making left hand turns.

There was no formal motion/action taken.

3g.) Discussion, consideration, and possible action on proposed plan for 'Main Street Signage', including consideration of projected costs. (D. Thomison)

Public Works Director Thomison explained that the City Council has approved up to \$13,000 for installation of signage on Main Street. This will inform the community that Loop 332 has officially changed its name to Main Street. The estimated date for the signs to go up is August 1, 2023.

There was no formal motion/action taken.

3h.) Discussion, consideration, and possible action regarding the practice of 'Milling' streets in the city, including estimates/projections of future street maintenance/repair needs. (J. Herrera)

James Herrera introduced the agenda item and gave a very brief report that at this point the city does not know exactly which roads need to be done and does not know enough about utility plans. The plans for the road repairs cannot be designed before the utility plans are made. The city wants to use tax money wisely, and this requires coordination of road work after utility work is done.

There was no formal motion/action taken.

3i.) Discussion and Possible Action on the City of Liberty Hill Conducting a Traffic Impact Analysis of the Elementary School on 332, and Noble on 332, with a Scope to Include Traffic Data Collection when the schools are not in Session (Summer), and When They are Back in Session (Fall). (D. Thomison)

City Manager Paul Brandenburg introduced the item and noted that the city and LHISD have been discussing this issue for some time. The LHISD traffic study indicates that the schools create no congestion because the school traffic lines up in the parking lots of the schools, respectively. City staff believe that additional vehicles are on the streets due to school, so it is an increase. The city plans to do another study for Elementary and for Noble, to get the average numbers before school starts back up. Then it will be possible to discern traffic generated by the schools.

Motion by Commissioner Watson, seconded by Commissioner Nolting, to approve the City Manager's proposed plan of conducting 2 traffic studies, one at the Elementary School, one at Noble, as described by the City Manager. Vote on the Motion: Motion carried unanimously by a vote of 3-0.

#### 4) Reports

There was a brief discussion regarding the traffic studies authorized in item 3.i.) and how these would delay some progress on some of the other projects discussed tonight, such as the delineators, speed limits and sidewalk improvements.

5) City Staff Summary Remarks / Announcements /Identify Future Agenda Items


Next Commission Meeting August 24, 2023, at 5:30 PM.

6) Adjournment

At 5:30 PM Chair Smith adjourned the meeting.

Meeting minutes approved by a vote of 3 Ayes, to 0 Nays on Sept. 25, 2023, 2023.

  
Chair Kyle Smith

  
Attest: Elaine Simpson, City Secretary

