



LIBERTY HILL

F R E E D O M T O G R O W

CITY COUNCIL MEETING MINUTES

MONDAY, JULY 27, 2020 – 6:30 PM

2801 Ranch Road 1869 – Liberty Hill (Council Chambers)

On July 27, 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, July 27, 2020 at Council Chambers located at 2801 Ranch Road 1869. Invocation was given by Chaplain Joiner, followed by reciting of the Pledge of Allegiance and Texas Pledge.

Council Members present were Mayor Rick Hall, Mayor Pro Tem Liz Rundzieher, Steve McIntosh, Gram Lankford, Kathy Canady, and Tony DeYoung. Others present were Tad Cleaves – City Attorney, Lacie Hale – Chief Operating Officer, David Stallworth – Director of Planning, Becky Wilkins – Finance Director, 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

- Tony DeYoung – Council member – 704 Loop 332 addressed Council stating he wanted to correct some broad statements made about him. He stated he would never be a rubber stamp for the Mayor or Council. He welcomes feedback from citizens. He also stated that he has not been able to get an item on the agenda regarding the Mayor's supervisory authority, once because he turned in too late, and once because he could not get a co-sponsor. He stated he would ask better, more informed, questions in the future.
- Mary Lyn Jones – 700 Oak Lane addressed Council giving them thanks for seeing through the completion of Wetzel Park. Ms. Jones provided the timeline for the pool. She ended her time in front of Council stating the City should move forward with building the pool.

- Mike Wilson – 100 Pinto Run addressed Council stating that when he became a Parks Board member, City Park only had soccer. As plans were made for the pool design and funding for it, Council members changed over the years and plans were adapted accordingly. About five years ago, Girl Scouts came to the Parks and Recreation Board with a survey showing the pool as a top priority. After the Parks Board explained how things worked in cities, they went home a little sad. Now, five years later, and the City is still working on funding and design. He encouraged Council to see the project through.
- Kathy Canady – Council member addressed Council stating for the record that she, as a Council member, has to make first priority the citizens who reside within City limits. Ms. Canady stated she holds in high regard those who have businesses and homes in the ETJ as well. However, her first priority is to represent those within the corporate boundaries.

INTRODUCTIONS

- Casey Cobb – Emergency Management Coordinator and Security Manager introduced Giovanni Magallon who will be the guest speaker for Veterans Day. Mayor Hall gave a Challenge Coin to Mr. Magallon and provided thanks to him for his military service.
- Nancy Sawyer – City Secretary introduced Katie Wilhelmi as the administrative assistant in the City Secretary’s Office.

CONVENE TO EXECUTIVE SESSION

City Council was convened to Executive Session at 6:45 PM by Mayor Hall Executive Session for Consultation with Legal Counsel pursuant to Texas Government Code Section 551.071 (Consultation with Attorney), Section 551.072 (Deliberations about Real Property), Section 551.073 (Deliberations about Gifts and Donations), Section 551.074 (Personnel Matters), Section 551.076 (Deliberations about Security Devices), and Section 551.087 (Development).

No action was taken during 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**
Consultation with Legal Counsel regarding First Amendment protections.

RECONVENE TO REGULAR SESSION

At 7:52 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**
Consultation with Legal Counsel regarding First Amendment protections.
OUTCOME: No action was taken.

DEPARTMENTAL REPORTS

Finance Department

Becky Wilkins – Finance Director presented the cash and investment reports from June 2020. She also presented the Quarterly Investment Report.

Public Works Department

Wayne Bonnet – Public Works Department presented an overview of the June 2020 report included in Council's packet.

- Paving project on several streets including Ainsworth, Munroe, and Barton is complete.
- The department is installing a 12" line on RR 1869 to be able to install a fire hydrant.
- BioDaf pilot program – Installation is complete. Should start taking water soon.
- Wetzel Park – Running great.
- Canady signs are in place.

Police Department

Chief Royce Graeter provided statistics for June 2020. Upon question, he stated that with continued growth, there is a slight uptick in crime, as would be expected. Mayor asked Chief Graeter to provide comparable numbers from the previous year in the future.

Municipal Court

Tracy Ventura – Court Administrator stated they have closed 108 files. She is working to make the website more vibrant and accessible. They are continuing to hold virtual court which is going very well.

Planning Department

David Stallworth – Senior Director of Planning presented the June 2020 report to Council, stating permits have increased 55% over the previous month. He stated the department has a new building official – Elias Carrasco who worked previously for the City. Due to COVID, no more than 100 inspections are being performed on a daily basis.

Events

Katie Amsler – Events Coordinator stated she was able to cancel Whimsy and Wonder without losing any money. Deposits were transferred to the next festival. Little Texas will be playing for the Christmas Festival. Hope House residents have provided art for sale at the Stubblefield Building. Mayor Hall stated the Morningstar developer who was going to sponsor Whimsy and Wonder stated that those funds could be used for the Police Department, Council, and staff needs.

CITY SECRETARY

Nancy Sawyer – City Secretary addressed Council explaining the chart included in Council’s packet for current state of Ordinances and Resolutions for 2020 along with how these will be addressed for Council’s consideration at the next Council meeting.

ENGINEERING SERVICES

Curtis Steger – Steger & Bizzell provided a summary of the 16 projects Steger & Bizzell is tracking.

CONSENT AGENDA ITEMS

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:

- **Discussion and possible action to approve minutes of City Council meeting held July 13, 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.**

REGULAR AGENDA

Update on Loop 332 speed limit study.

Curtis Steger – Steger & Bizzell presented to Council, stating Steger & Bizzell has reviewed the recommendation, adding that the recommendation basically reverts to speed limits previously in place on Loop 332. Following discussion, Mayor Hall asked that this agenda item come back to Council on August 10th for further discussion and possible action.

Engineering update on the Loop 332 and CR 279 intersection realignment design, including discussion and possible action.

Dex Dean – Steger & Bizzell presented to Council stating their primary goals for this intersection are to have a safer intersection, safer alignment, and traffic management. Council and Mr. Dean discussed drainage, lighting, tree mitigation, grading, and estimated costs. They are working on the grading plan completion and would like to go out to bid in September. Curtis Steger stated his firm will come back to Council on September 28th.

Overview of Capital Improvement Projects.

Becky Wilkins - Finance Director provided a status report to Council on CIP projects. She stated the Stubblefield House, Forrest Street building, and Police Department parking projects are complete. The City Park project is ongoing including the trail. Wetzel Park is complete. There is \$710,319 left in the CIP budget. The City has until the end of 2020 to use those funds. She explained that most construction projects went over budget which is not that unusual. There was explanation and discussion of bonds.

Discuss and consider swimming pool design and timeline.

Mayor Hall presented the 2019 design at \$2.1 million and the 2020 design at \$1.5 million. Mayor Hall explained that the \$500,000 grant for the pool has been approved but not finalized. Once that grant is distributed, the City will have two (2) years to use it. Kathy Canady – Council member stated she would like to have an experienced municipal pool professional – Tim Dean - provide his expertise to Council. Tony DeYoung – Council member asked what the original intent of the pool was. Mary Lyn Jones – Parks and Recreation Board chair stated the intent was for use by the community, addressing all ages. Mayor Hall stated that the City is required by the Unified Development Code (UDC) to provide a parking lot for the pool.

OUTCOME: On motion by Kathy Canady and second by Liz Rundzieher, Council approved a joint Parks and Recreation and City Council workshop on August 20, 2020 at the regular meeting of the Parks and Recreation Board. **Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.**

Discuss and consider action on Community Center design.

Mayor Rick Hall addressed Council showing the rendering of the design. Some of the exterior metal will be re-purposed as wainscoting inside. Tony DeYoung asked if the City could use the remaining bond money toward the community center and was told that they could.

OUTCOME: Tony DeYoung made a motion, seconded by Gram Lankford to move forward with reconstruction of the Community Center building using the remaining \$710,319 in bond funds toward construction costs. **Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.**

Discuss and consider action regarding a financing agreement for the purpose of procuring vehicles and related equipment re: Ford Transit Van and Ford Ranger. [20-R-38]

Becky Wilkins – Finance Director addressed Council stating the transit van will be for Facilities Management and the Ranger will be for the building official. This will be paid out of Development Services. OUTCOME: On motion by Steve McIntosh and second by Gram Lankford, Council approved Resolution 20-R-38 for the purchase of a Ford Transit Van and Ford Ranger. **Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.**

Discuss and consider action on a resolution regarding a financing agreement for the purpose of procuring a dump truck and related equipment. [20-R-39]

Becky Wilkins – Finance Director asked Council whether they would prefer 5 or 7 annual payments. Council asked for Ms. Wilkins’ opinion on that. Ms. Wilkins stated she felt 7 annual payments would be more financially comfortable.

OUTCOME: On motion by Liz Rundzieher and second by Kathy Canady, council approved Resolution 20-R-39 for the purchase of a dump truck and related equipment and authorizing an agreement of seven (7) annual payments. **Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.**

Discuss and take action regarding a financing agreement for the purpose of procuring police department vehicles and related equipment. [20-R-40]

Becky Wilkins – Finance Director addressed Council stating this resolution is for the replacement of PD vehicles, one of which is an insurance replacement; the purchases will come out of the PD’s budget.

OUTCOME: On motion by Tony DeYoung and second by Kathy Canady, Council approved Resolution 20-R-40 for purchase of police department vehicles and related equipment. **Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.**

Discuss and consider Ordinance placing supervisory authority of the Code Enforcement Officer under the Building Official position. [20-O-41]

Tad Cleaves – City Attorney stated this Ordinance simply modifies the Code of Ordinances changing supervisory authority.

OUTCOME: On motion by Tony DeYoung and second by Steve McIntosh, Council approved Ordinance 20-O-41 placing supervisory authority of the Code Enforcement Officer under the Building Official position. **Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.**

Review and discuss a new Drainage Master Plan for the City of Liberty Hill.

Mayor Hall stated that the previous proposal involved purchasing property to build retention ponds with a cost of around \$7 million. The new proposal from Halff Associates provides for utilizing current resources to hold and divert to local rivers. Mayor Hall asked that this item be added to the August 10th Council agenda for further discussion.

Discuss and consider Liberty Hill Youth Soccer League lease agreement.

Discuss and consider Liberty Hill Youth Football League lease agreement.

Lacie Hale – Chief Operating Officer stated the lease agreements for Soccer and Football Leagues have expired. There was discussion of costs of upkeep and maintenance, including mowing, seeding, watering. OUTCOME: On motion by Kathy Canady and second by Gram Lankford, Council authorized Kathy Canady and Gram Lankford from Council, along with Lacie Hale and Mayor Hall, to come up with options and bring back to Council August 24, 2020. **Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.**

Discuss and consider action to terminate the current month-to-month agreement with Giraffe Cleaning and sanitation of City facilities and possible action to authorize the Mayor to execute an agreement for services.

Becky Wilkins – Finance Director stated that currently, the City does not have a contract with Giraffe. The City performed preliminary bids, and all were under \$50,000 annually.

OUTCOME: On motion by Gram Lankford and second by Liz Rundzieher, Council approved termination of the month-to-month agreement with Giraffe Cleaning. **Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.**

Discuss and consider written quotes for services related to cleaning and sanitation of City facilities and possible action to authorize the Mayor to execute an agreement for services.

OUTCOME: Following discussion, Gram Lankford, seconded by Liz Rundzieher made a motion to authorize Mayor Hall to execute an agreement for cleaning services with Service Master. **Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.**

Review, consideration, and possible action on the Site Development / Stormwater Permit located at 118 Bailey Lane within the city limits of Liberty Hill (Parcel ID R440233, further identified as Lot 2, Riley Estates Addition c/o 2.00 acres).

David Stallworth – Senior Director of Planning recommended approval to Council stating the site is located across from the middle school and behind Golden Chicken. Property is within City limits. There was discussion of the road and intersection and the ability to handle the additional traffic.

OUTCOME: Tony DeYoung made a motion to approve the permit and provide authority to Mayor Hall to approach the developer about possibly partnering on the necessary road improvements. Curtis Steger – Steger & Bizzell will bring a proposal back to Council for road and intersection improvements. Liz Rundzieher seconded the motion. **Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.**

ITEMS FROM MAYOR AND COUNCIL

- **The next scheduled Council meeting is August 10, 2020.** A budget and tax rate workshop will be held prior to Council regular meeting at 5:30 PM.
- At the next meeting, Curtis Steer – Steger & Bizzell will bring a conceptual drawing for the Long Run to Liberty Parke entrance project.

ADJOURNMENT

On motion by Liz Rundzieher and second by Kathy Canady, Council adjourned at 10:25 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 – August 10, 2020 on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.



[seal]

A handwritten signature in blue ink, appearing to read "Rick D. Hall", is written over a horizontal line.

Rick D. Hall – Mayor

A handwritten signature in blue ink, appearing to read "Nancy Sawyer", is written over a horizontal line.

Nancy Sawyer – City Secretary