



CITY COUNCIL
WORKSHOP MEETING MINUTES
Thursday, August 3, 2023 , 5:30 PM
Municipal Court Room/Council Chamber
2801 Ranch Road 1869
Liberty Hill, Texas

1. CALL TO ORDER

The meeting was called to order by Mayor Liz Branigan at 5:32 PM.

Council Members Present:

Mayor Branigan
Mayor Pro-Tem Mancilla
Council Member Jones
Councilmember Young
Councilmember Crossland

Council Members Absent:

Councilmember Pezold

Staff Members Present:

Paul Brandenburg, City Administrator
Sidney Smith, Finance Director
Katie Amsler, Communications Director
Royce Graeter, Chief of Police
Elaine Simpson, City Secretary
McKenzi Hicks, Planner II
Trey Evans, Water Superintendent
Mary Poche', Executive Director of LHEDC
Jerry Millard, Director of Planning and Development

Elias Carrasco, Building Official
James Herrera, Public Works Project Manager
Tracy Ventura, Municipal Court of Record #1 Court Administrator
Sara Werner, Accountant

2) Public Comments

Regarding items not on this agenda/Public Comments: Those desiring to speak on a topic not listed on the agenda, please complete a speaker form and present to the City Secretary before the meeting. Speakers will have three minutes each to speak, this time cannot be transferred or shared. Council members may not take action during this item and any responses will be limited to factual statements, recitation of existing policy, or request for the topic to be placed on a future agenda. Regarding topics listed as an agenda item/During specific agenda item: Council requests that speakers complete a speaker form, indicate which agenda item they are interested in speaking about, and submit form to the City Secretary before the agenda item is addressed. Speaker forms may be emailed to the City Secretary before the meeting at esimpson@libertyhilltx.gov.

There were no Public Comments.

3) REGULAR AGENDA

- a) Discussion of proposed City of Liberty Hill City Budget for Fiscal Year 2023-2024. (S. Smith)

[COPS Grant FY2023.FY 2024 Expenditure List.pdf](#)
[FY 2024 Dept Compilation.Proposed Budget-Major Funds.08-03-23.pdf](#)
[FY 2024 Narrative of Changes-Major Funds.Excel Doc.08-03-23 Budget Workshop.pdf](#)
[FY 2024 Narrative of Changes-Major Funds.Word Doc.08-03-23 Budget Workshop.pdf](#)
[Property Tax Scenarios.FY 2024.pdf](#)

Finance Director Sidney Smith led the City Council through a review of the proposed budget page by page through the presentation she provided.

Director Smith explained that the figures in this presentation had been ‘scrubbed’ and cuts have been made since the last budget workshop. The Directors present acknowledged that they were aware and OK with the cuts made to their respective departments.

The following items were discussed and agreed upon by consensus of City Council.

- \$80,000 to be ‘left in’ the budget for Entryway Signage.
- \$45,000 will remain figure for Council Sponsorship / Grants
- New Generators for City will require budget amendment during 2024 Budget year.

- The question of the Franchise Fees will be considered at a future meeting, if Franchise Fees are removed from Enterprise Funds, the revenue has to be removed from the General Fund estimates.
- With regards to Utility Rates – Consensus was that Council will continue regarding previously agreed upon plan to adopt the utility rates from 2019 Rate Study in phases.
- The Council agreed to leave the debt rate ‘as is’ and make an extra payment toward debt as proposed by city staff.
- There will be a budget amendment necessary to finance the City 25th Anniversary celebration when city staff determines proposed costs.

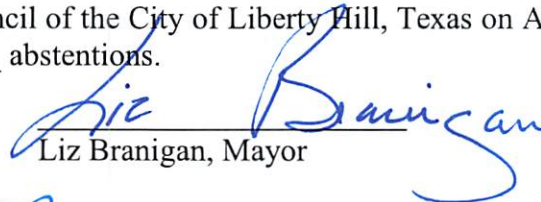
There were no formal motions made.

4) ADJOURNMENT

Being no further items on the agenda, and no objections from Council, Mayor Branigan adjourned the meeting at 8:18 PM.

PASSED AND APPROVED BY THE City Council of the City of Liberty Hill, Texas on August 23, 2023 , on vote of 5 ayes, 0 nays, and 0 abstentions.


Elaine Simpson, City Secretary


Liz Branigan, Mayor

