



City of Liberty Hill, TX
Home Rule Charter Commission
Regular Called Meeting – Tuesday, October 10, 2023
City Council Chamber, 2801 RR 1869, Liberty Hill, TX 78642
Meeting minutes:

Commissioners Present:

Sandra Slade
Matt Pappas
Bill Brannan
Karlyn Keller
Luke Jernejcic
Danny Barringer
Jessica Solis
Jacquetta Thayer
Devin Vyner
Bryan Rivera
Wanda Sweeney
Mallory Bode

Commissioners Absent:

Ron Rhea
Wade Ashley
Daniel Duckworth
Cathy Enderle

City Staff Present:

City Secretary Elaine Simpson
Marianella 'Nella' Joseph, City Attorney
McKenzi Hicks, Planner II

1. Welcome / Establish Quorum / Call to Order

Call to order at 6:01 PM by Commission Chair Sandra Slade.

2) Housekeeping Items / Staff Announcements

None.

3) 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 it to the City Secretary before the meeting. Speakers will have three minutes each to speak, this time cannot be transferred or shared. Commissioners 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: Commissioners request 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.

None.

4) Regular Agenda Items

- a) Discussion, consideration, and possible action related to the Home Rule Charter Commission Regular Called Meeting of September 11, 2023, meeting minutes. (E. Simpson)

Motion to accept and approve of the Home Rule Charter Commission Regular Called Meeting of September 11, 2023, meeting minutes, as presented, motion by Karlyn Keller, 2nd by Bryan Rivera. Motion carried unanimously by a vote of 12-0.

- b) Discussion of topics from previous meetings:
City Manager Paul Brandenburg, City Attorney Marianella 'Nella' Joseph, and possibly Interim Director of Planning and Development McKenzi Hicks will field questions regarding these topics.

- Annexation

Chair Slade explained that this item was for informational purposes of what growth is expected. Planner II Hicks and City Attorney Joseph explained that the city has power to annex and to de-annex. Some examples were cited. There was a discussion of the issue that the City is not expecting to annex much land in near future, because most residential in the Extra Territorial

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Jurisdiction (ETJ) are in Municipal Utility Districts (MUDs) and these MUDs have debt that they must pay off before City will consider annexation.

Ms. Hicks noted that when the City becomes a Home-Rule City, there will be a requirement that any land annexed must be contiguous to the City. The city is not land locked currently.

Ms. Hicks shared her interactive map of the city with the Commission, it is posted on the city official website www.libertyhilltx.gov under Planning and Development, under Maps.

- Economic Development

City Attorney Joseph explained the incentives that the City of Liberty Hill was able to utilize at this time, including incentive agreements, and agreements through the Liberty Hill Economic Development Corporation.

No formal action was taken.

- c) Discussion, consideration, and possible action related to the working draft of the proposed Charter/Model Charter. (City Attorney Joseph)

The Commissioners may review the proposed draft charter, and/or may review a city staff presentation.

There was a short discussion regarding whether or not the City Manager will have to live in the city if there is a Home Rule form of government. It was agreed that he/she does not.

Attorney Joseph will send two versions of Article 4, one with Mayor and City Council separate, and one with Mayor and City Council together regarding requirements to run on the ballot.

There was a discussion of the options of requiring each candidate to get a petition with a specific number of signatures on it to qualify to be on the ballot. There was also a discussion regarding the pros and cons of having a 'filing fee' to be on the ballot. Possibly of having a 'filing fee' that could be satisfied with a petition. Commission Member Jacquetta Thayer volunteered to call our surrounding cities and survey which ones use the filing fees or petition requirements to qualify to be a candidate for office. She will report back to the Commission with her report.

Chair Slade opened agenda items 'c.' and 'd.' simultaneously for discussion.

- d) Discussion, consideration, and possible action regarding Texas Home Rule Charters (Blodgett Book), Chapters 11 and 12. (Counsel)

[Home Rule Charter Commission Decision Points for 10.10.2023 Meeting.pdf](#)

Attorney Joseph agreed to research whether Home Rule Cities that adopt a 3-year term of office for City Council members can hold elections that are decided by plurality. The pros to having requirement for plurality is that there are fewer run-off elections required. The requirement for a Majority vote means the candidate would be required to receive 50% of the vote + one vote to win. In a three-person race, this will result in the need for run-off elections. Also, whether Home Rule cities can fill vacancies by appointment if they have 3-year terms of office.

At the next Home Rule Charter Commission meeting:

Discussion of Personnel:

1. Department Heads
2. Assistant City Manager
3. Police Chief under the City Manager
4. List of City Manager responsibilities.

The Commissioners will read ‘Chapter 13 – Public Officials.

- e) Discuss the City of Liberty Hill City Code of Ordinances, as recodified/updated, and as adopted by City Council on September 13, 2023. (E. Simpson)

The City Council adopted the newly updated and recodified City Code as Ordinance # 2023-O-033. The new city code can be viewed on the official city website at this link. <https://www.libertyhilltx.gov/DocumentCenter/View/2743/2023-O-033-Adopting-Recodification-9-13-2023>

This item was provided simply for reference.

No action was taken.

- f) Discussion and update on proposed City of Liberty Hill Comprehensive Masterplan (LHTX2040), to be considered by the City Council for adoption at their next meeting, to be held October 11, 2023.

The City Council agenda for October 11th can be found on the city official website at https://www.libertyhilltx.gov/AgendaCenter/ViewFile/Agenda/_10112023-998

This item was provided simply for reference.

No action was taken.

- g) Review and discussion of City of Liberty Hill Organizational Chart, adopted 8-10-2022.

This item was provided simply for reference.

No action was taken.

5) Adjournment

There being no other business on the agenda, and no objection from the Commissioners, Chair Slade adjourned the meeting at approximately 7:47 PM.

Approved by the Home Rule Charter Commission this th day of November 2023, by a vote of 9 Ayes, 0 Nays and 0 Abstaining. With 6 members absent.

Approved:

Chair 

Attest:


Elaine Simpson, City Secretary