



The City of Liberty Hill

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LIBERTY HILL CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY – MARCH 26, 2018 – 6:30 PM
2801 Ranch Road 1869 - Liberty Hill, Texas

Connie Fuller – Mayor

Dr. Ron Rhea – Council Member

Wendell McLeod – Council Member

Troy Whitehead - Council Member

Liz Rundzieher – Mayor Pro Tem

Notice is hereby given that the **REGULAR MEETING** of the City Council of Liberty Hill will be held **MONDAY – MARCH 26, 2018 – 6:30 PM** in Council Chambers located at 2801 Ranch Road 1869 in Liberty Hill, Texas to consider items as follows. All items are subject to action.

1) CALL TO ORDER

a) Establish Quorum

b) Invocation

c) Pledge of Allegiance

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with Liberty and Justice for all."

d) Texas Pledge

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

e) Special Presentation & Recognition

Jon Branigan recently resigned from City Council and will be recognized for his service as a Council Members and to the citizens of the City of Liberty Hill

2) PUBLIC HEARING

NOTICE IS HEREBY GIVEN TO ALL INTERESTED PERSONS THAT Clayton Bean has made application for a Conditional Use Permit for property located at 10790 TX-29 in the City of Liberty Hill, Texas.

The proposed project is described as follows:

A request for conditional use permit to Section 4.00 Zoning Districts, Use Regulations, and Lot Design Standards, specifically, 4.09.01 Types of Use related to the General Commercial/Retail (C-3) Zoning District of the Unified Development Code to allow Office/Warehouse Use on property located at 10790 Tx-29, Liberty Hill, Texas, WCAD Parcels R478901 and R478902.

The City of Liberty Hill Planning & Zoning Commission will hold a Public Hearing on this Application on THURSDAY – MARCH 22, 2018 at 12:00 NOON at the Liberty Hill Municipal Court Building located at 2801 Ranch Road 1869 in Liberty Hill, Texas and City Council will hold a Public Hearing on this Application on MONDAY – MARCH 26, 2018 at 6:30 PM at the Liberty Hill Municipal Court Building located at 2801 Ranch Road 1869 in Liberty Hill, Texas.

A copy of said Application and additional information may be reviewed at Liberty Hill City Hall at 926 Loop 332 in Liberty Hill, Texas between the hours of 8:30 AM to 4:30 PM – Monday through Friday prior to the Public Hearing. Comments regarding the Application for Conditional Use may be emailed to smcferon@libertyhilltx.gov or mailed to 926 Loop 332, Liberty Hill, TX 78642.

3) PUBLIC COMMENTS

Liberty Hill City Council accepts public comments regarding the Agenda of regular Council meetings and Public Hearings. Individuals wishing to speak may sign in by completing a Public Comment Form and presenting the form to the City Secretary prior to the start of the meeting. Each citizen will be allowed a maximum of three (3) minutes. Public Comment period will last no longer than a total of fifteen (15) minutes.

a) Public Comments

4) REPORTS TO CITY COUNCIL

FINANCE REPORT

- Michel Sorrell – Finance Director will present the City's monthly financials for the period ending February 28, 2018 to include: Year-to-Date Balance Sheet; Budget & Revenue Report (Budget VS Actual); and the Monthly Financial Analysis.

PROJECT STATUS UPDATE

- A Project Status Update will be given on various City projects, such as: drainage considerations / Drainage Study Phase II; parks; Trails Grant; Liberty Hill Regional Trail; TxDOT SUP Grant; Transportation Plan; Stubblefield Extension; 1869 / SH 29 turn lanes;; Fowler House; Downtown TIRZ; downtown parking; and other projects as presented by Pix Howell and Cim Howell - Diversified Planning & Development.

ADMINISTRATOR'S REPORT

- City Administrator – Greg Boatright will provide updates on miscellaneous activities to include, but not limited to: Independence Day Celebration in Liberty Hill; progress on current subdivisions; proposed subdivisions; progress at Dairy Queen; South Fork WWTP update with generalized update on other activities and projects in the City of Liberty Hill.

5) CONSENT AGENDA

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:

- a) **Discuss and Take Action on approving minutes of the Regular City Council meeting held Monday – March 12, 2018.**
- b) **Discuss and Consider a recommendation from the Parks & Recreation Board of Directors to City Council to fill a vacancy on the Board; the Parks & Recreation Board recommends Jamey Harrison.**
- c) **Discuss and Consider recommendation from the Planning & Zoning (P & Z) Commission made March 26, 2018 to replace Chairman of P & Z and present to City Council at the meeting.**
- d) **Discuss and Consider recommendation from the Planning & Zoning (P & Z) Commission made March 26, 2018 to fill vacancy and present to City Council at the meeting.**

6) REGULAR AGENDA

- a) **Discuss and Consider an engagement letter for Julia Houston of Orrick, Herrington and Sutcliffe to provide Bond Counsel Services and authorize Mayor Connie Fuller to sign on behalf of the City. By: Dottie Palumbo – Legal Counsel**
- b) **Discuss and Consider authorization to issue a Request for Qualifications (RFQ) by the City of Liberty Hill, Texas for Statement of Interest and Qualifications for the City's project to realign Stubblefield Lane northward to intersect at Loop 332 opposite the Liberty Hill Elementary School and southward to intersect at County Road 279. By: Diversified Planning & Development**
- c) **Discuss and Consider awarding a contract for construction of downtown sidewalks to Alpha Paving Industries in the amount of \$96,882.00. By: Steger & Bizzell Engineering**
- d) **Discuss and Consider a Resolution setting a Public Hearing under Section 311.003 of the Texas Tax Code for the Creation of the Summerlyn West Tax Increment Reinvestment Zone No. 2 within the City of Liberty Hill, Texas; authorizing the issuance of notice by the City Secretary of Liberty Hill, Texas regarding the Public Hearing; and directing the City to prepare a Preliminary Reinvestment Zone Financing Plan; and providing an effective date. By: Sally McFeron – Director of Planning**
- e) **Review and Discuss the Annual Continuing Disclosure Report for the period ending September 30, 2017 for City of Liberty Hill, Texas Special Assessment Revenue Bonds – Series 2017 (Liberty Parke Public Improvement District – Master Improvement Area) and authorize filing as required by SEC Rule 15c2-12. By: Michel Sorrell – Finance Director**

- f) **Review and Discuss the Annual Continuing Disclosure Report for the period ending September 30, 2017 for City of Liberty Hill, Texas Special Assessment Revenue Bonds – Series 2017 (Liberty Parke Public Improvement District – Neighborhood Improvement Area #1) and authorize filing as required by SEC Rule 15c2-12. By: Michel Sorrell – Finance Director**
- g) **Discussion and Recommendation to the City Council on Ordinance 18-O-___, establishing findings of fact related to the request for conditional use permit to Section 4.00 Zoning Districts, Use Regulations, and Lot Design Standards, specifically 4.09.01 Types of Use related to the General Commercial/Retail (C-3) Zoning District of the Unified Development Code (UDC) to allow Office / Warehouse Use on property located at 10790 Tx-29 - Liberty Hill, Texas , as requested by Nick McIntyre, P.E. on behalf of Clayton Bean. By: Sally McFeron – Director of Planning**
- h) **Discuss and Consider Action on a Resolution of the City Council of Liberty Hill, Texas approving a turnback request to Texas Department of Transportation (TxDOT); providing authorization to commence the negotiation process for transfer of ownership and maintenance of Loop 332; providing authorization for the Mayor to execute the turnback request; and providing an effective date. By: Diversified Planning & Development**
- i) **Discuss and Consider a Development Agreement between Butler Farms Subdivision, located in the City’s extraterritorial jurisdiction in Williamson County, Texas and the City of Liberty Hill, a Texas Type A - general law City; said property described by metes and bounds in the attached Exhibit A. By: Sally McFeron – Director of Planning & Greg Boatright – City Administrator**

6) CONVENE - EXECUTIVE SESSION

The City Council of Liberty Hill will convene to Executive Session for Consultation with Legal Counsel pursuant to Texas Government Codes as follows: Code §551.071 – Consultation with Attorney and Code §551.072 – Deliberations about Real Property. Council will entertain discussion and receive legal advice related to the matter referenced below. No action will be taken in Executive Session.

- a) **Deliberation about real property (possible acquisition and improvements) located in the Downtown Area of Liberty Hill (Texas Government Code §551.072 – Deliberations about Real Property).**
- b) **Deliberate the appointment of Liz Branigan to the City Council of the City of Liberty Hill for a term effective March, 2018 and expiring in May, 2019 (Texas Government Code §551.074 – Personnel: Appointment of a Public Officer).**
- c) **Receive legal advice on request of City of Georgetown regarding the transfer of a portion of the City of Georgetown’s Western Water system that is generally West of the Georgetown / Liberty Hill Agreed ETJ boundary to US**

183 northward to CR 236. (Texas Government Code §551.071 – Consultation with Attorney).

7) RECONVENE - REGULAR SESSION

The City Council of Liberty Hill will reconvene to Regular Session for Consultation with Legal Counsel pursuant to Texas Government Codes as follows: Code §551.071 – Consultation with Attorney and Code §551.072 – Deliberations about Real Property.

- a) Consider real property (possible acquisition and improvements) located in the Downtown Area of Liberty Hill (Texas Government Code §551.072 – Deliberations about Real Property).
- b) Consider appointing Liz Branigan to the City Council of the City of Liberty Hill for a term effective March, 2018 and expiring in May, 2019 (Texas Government Code §551.074 – Personnel: Appointment of a Public Officer).
- c) Consider request of the City of Georgetown regarding transfer of a portion of the City of Georgetown's Western Water system that is generally West of the Georgetown / Liberty Hill Agreed ETJ boundary to US 183 northward to CR 236. (Texas Government Code §551.071 – Consultation with Attorney).

8) ADJOURNMENT

The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any item listed above, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.071 (Deliberations about Gifts & Donations), 551.074 (Personnel Matters), 55.1076 (Deliberations about Security Devices), and 551.087 (Development).

In compliance with the Americans with Disabilities Act, the City of Liberty Hill will provide reasonable accommodation for persons attending City Council meetings. To better serve you, requests need to be received 48 hours prior to the meeting; Contact the City Secretary at 512-778-5449 – Extension 112.

POSTING CERTIFICATION: I, BARBARA ZWERNEMANN – CITY SECRETARY of the CITY OF LIBERTY HILL certify that the attached notice of meeting for the CITY COUNCIL – CITY OF LIBERTY HILL, TEXAS, duly posted on the bulletin board at Council Chambers located at 2801 Ranch Road 1869 in Liberty Hill, Texas and on the City website (www.libertyhilltx.gov) on the 23rd day of MARCH, 2018 at _____ PM.

REMOVAL CERTIFICATION: I, BARBARA ZWERNEMANN – CITY SECRETARY – CITY OF LIBERTY HILL certify that the attached notice of meeting was removed from the bulletin board at Municipal Court / Council Chambers located at 2801 Ranch Road 1869 in Liberty Hill, Texas on the _____ day of _____, 2018 at _____ INITIALS _____.