



The City of Liberty Hill

P O Box 1920, Liberty Hill, Texas 78642  
Phone: (512) 779-6449 Fax: (512) 779-6419

# LIBERTY HILL CITY COUNCIL AGENDA

## Reception (6:00 PM) & Meeting (6:30 PM)

MONDAY – MAY 14, 2018 – 6:30 PM

2801 Ranch Road 1869 - Liberty Hill, Texas

Notice is hereby given that a RECEPTION (6:00 PM) and REGULAR MEETING (6:30 PM) of the City Council of Liberty Hill will be held MONDAY – MAY 14, 2018 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."

### 2) PUBLIC HEARING

NOTICE IS HEREBY GIVEN TO ALL INTERESTED PERSONS THAT on behalf of Century Land Holdings, LLC, Carlson, Brigrance and Doering, Inc. has made application for a variance for property located in the Grayson (Highland Terrace Phase 2) Subdivision in the City of Liberty Hill, Texas. The proposed project is described as follows: A request for a variance to Section 4.00 Zoning Districts, Use Regulations, and Lot Design Standards, specifically, 4.11.05 (B) Lot Dimension Standards, Minimum Lot Width. The City of Liberty Hill Planning & Zoning Commission will hold a Public Hearing on this Application on TUESDAY – MAY 1, 2018 at 12:00 Noon at the City of Liberty Hill Municipal Court located at 2801 RR 1869 in Liberty Hill, Texas and City Council will hold a Public Hearing on this Application on MONDAY – MAY 14, 2018 at 6:30 PM at the City of Liberty Hill Municipal Court located at 2801 RR 1869 in Liberty Hill, Texas. A copy of the 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 Variance may be emailed to [smcferon@libertyhilltx.gov](mailto:smcferon@libertyhilltx.gov) or mailed to P.O. Box 1920, Liberty Hill, TX 78642.

### 3) SPECIAL PRESENTATION

Presentation will be made by French Design on the proposed City of Liberty Hill logo design. City Council and the LHEDC Board approved and agreed to share the cost of contracting with French Design to create a "brand" for the City of Liberty Hill to include logo and possible tag lines. Proposed designs will be presented to Council for approval.

#### **4) 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

#### **5) DEPARTMENTAL REPORT TO CITY COUNCIL**

##### **DEPARTMENT OF PUBLIC WORKS**

- Update on statistics and activities for the Public Works Department by Wayne Bonnet – Director which includes, but is not limited to, the following for March, 2018: (1) new meter installation & EID; (2) water / WW connects; (3) water / WW disconnects; (4) routine maintenance on water / WW systems (5) routine water well maintenance / checks; (6) update on South Fork WWTP project; (7) street maintenance update; and (8) water / WW rate update.

##### **POLICE DEPARTMENT**

- Update on activities and citations for April, 2018 for the City of Liberty Hill Police Department by Chief Maverick Campbell which includes, but is not limited to, the following: (1) criminal activity; (2) miscellaneous activities; (3) traffic enforcement; (4) accidents investigated; (5) arrests – adult; (6) juvenile activity; (7) warrant activity; (8) code enforcement and (9) City ordinance activity.

##### **PLANNING & DEVELOPMENT DEPARTMENT**

- Update by Sally McFeron – Director of Planning on Staff in the Planning & Development Department: Elias Carrasco - Building Inspector and Commercial Code Enforcement.

#### **6) CITY ADMINISTRATOR'S REPORT**

Greg Boatright - City Administrator for the City of Liberty Hill will present updates on Development Agreements, Project Management, community events and activities.

- May 18<sup>th</sup> – Community Clean-Up Days (Curbside Pick-up Day)
- May 19<sup>th</sup> – Community Clean-Up Days (Drop Off Day)
- City Park Cinema (Summer Movies at City Park)
- May 26<sup>th</sup> - End of School Movie Night
- June 16<sup>th</sup> – Father's Day Movie Night
- July 21<sup>st</sup> – Fun Movie Night
- August 11<sup>th</sup> – Back to School Movie Night
- June 28<sup>th</sup> – Liberty Hill Day of Giving
- July 3<sup>rd</sup> – Liberty Hill Independence Day Celebration

#### **7) CONSENT AGENDA**

Consent Agenda items are considered to be routine and will be enacted by one motion with no separate discussion of those items unless requested by Council, in which event the item(s) will be removed from Consent Agenda and considered under Regular Agenda:

- a) Discuss and Take Action on approving minutes of the Regular City Council meeting held Monday – April 23, 2018.

- b) Discuss and Consider recommendation to City Council for approval of a Site Development / Stormwater Permit Plan for West Highway 29 Storage – Phase 2 located at 7650 West State Highway 29 – Georgetown, Texas. By: Sally McFeron | Director of Planning COLH
- c) Discuss and Consider recommendation to City Council for approval of a Site Development / Stormwater Development Plan for Holmes 29 located at 10806 West Highway 29 in Liberty Hill, Texas. By: Sally McFeron | Director of Planning COLH

**8) REGULAR AGENDA**

- a) Discuss and Consider a Resolution of the City Council of Liberty Hill, Texas canvassing the May 5, 2018 General Election for the Reauthorization of Municipal Sales and Use Tax for Street Maintenance in the City of Liberty Hill - Proposition One; providing for severability; finding and determining that the meeting at which this Resolution was adopted was open to the public as required by law; and establishing an effective date. By: Connie Fuller | Mayor COLH

For Proposition One	Votes _____	% _____
Against Proposition One	Votes _____	% _____

- b) Discuss and Consider a Resolution of the City Council of Liberty Hill, Texas canvassing the May 5, 2018 General Election for the Office of Mayor and Office of Alderman – Place 4; declaring Rick Hall elected as Mayor; Ron Rhea elected unopposed as Alderman – Place 2 and Wendell McLeod elected as Alderman – Place 4 providing for severability; finding and determining that the meeting at which this Resolution was adopted was open to the public as required by law; and establishing an effective date. By: Connie Fuller | Mayor COLH

<u>Mayor</u>		
Connie Fuller	Votes _____	% _____
Rick Hall	Votes _____	% _____
<u>Alderman Place 4</u>		
Wendell McLeod	Votes _____	% _____
Bill Brannan	Votes _____	% _____

- c) Consider and Take Action a Resolution of the City Council of Liberty Hill declaring Unopposed Candidate in the May 5, 2018 General Election, Ron Rhea, elected as Alderman - Place 2 in the City of Liberty Hill. By: Connie Fuller | Mayor COLH
- d) Administer Certificates of Election, Oath of Office, and Statement of Officers for the May 5, 2018 General Election as follows for two-year terms beginning May, 2018 and expiring May, 2020 for Rick Hall – Mayor; Ron Rhea – Alderman Place 2; and Wendell McLeod – Alderman Place 4. By: Connie Fuller | Mayor COLH
- e) Discuss and Consider election by Council Members for the position of Mayor Pro Tem on the City Council of Liberty Hill, Texas for a one-year (1) term set to begin May, 2018 and expire in May, 2019. By: Rick Hall | Mayor COLH
- f) Discuss and Consider approval of Freach Design “branding” for the City of Liberty Hill to include proposed logo and tag lines. By: Lance Dean | LHEDC Executive Director
- g) Discuss and Consider Action on recommendation to City Council from the Planning & Zoning Commission on request for variance to Section 4.00 Zoning Districts, Use

**Regulations, and Lot Design Standards, specifically, 4.11.05 (B) Lot Dimension Standards, Minimum Lot Width of the Unified Development Code to amend said regulations to allow 40ft Lot Width in a High Density Residential (SF-3) District within Phase 2 of the Greyson Subdivision located off Hwy 183 North in the City Limits of Liberty Hill. By: Sally McFeron | Director of Planning COLH**

- h) Discuss and Consider Action on the engagement of Willdan Financial Services to conduct a Utility Rate Study; providing for Professional Services Agreement between the City of Liberty Hill and Willdan Financial Services. By: Michel Sorrell | Finance Director COLH**
- i) Discuss and Consider approving a Cooperative Agreement between Williamson County and Cities Health District (WCCHD) and the City of Liberty Hill, Texas; providing for contribution of \$3,788.20 for FY2019. By: Michel Sorrell | Finance Director COLH**
- j) Discuss and Consider Authorizing the City Administrator to send a notice of termination pursuant to Section 6.1 of the Liberty Parke PID Administrative Services Agreement between Taussig and Associates and the City of Liberty Hill, Texas dated April 12, 2016. By: Michel Sorrell | Finance Director COLH**
- k) Discuss and Take Action on a Professional Services Agreement P3 Works, LLC to perform third party administration for the City's Public Improvement Districts (PID) and Tax Incremental Reinvestment Zones (TIRZ) for the for the City of Liberty Hill. By: Michel Sorrell | Finance Director COLH**
- l) Discuss and Consider presentation to Council and request for approval of the Master Transportation Plan for the City of Liberty as presented by John Dean- AICP of Half & Associates. By: John Dean - AICP | Half & Associates**
- m) Discuss and Consider presentation of the Drainage Plan to the City Council of Liberty Hill; providing for approval of "City Drainage Basins" identified in the City limits of Liberty Hill as presented by K. Friese and Associates. By: K. Friese & Associates**
- n) Discuss and Consider presentation to City Council and request for approval of the Drainage Plan for the City of Liberty HILL; providing for preliminary approval of "Recommended Pond Locations" identified in the City limits of Liberty Hill presented by K. Friese and Associates. By: K. Friese & Associates**
- o) Discuss and Consider award of the Bid Proposal for the City of Liberty Hill Stubblefield Lane Extension Project. By: Greg Boatright | City Administrator COLH**
- p) Discuss and Consider Action on recommendation to City Council by the Liberty Hill Economic Development Corporation to approve renewal of a 12-Month Contract with The Retail Coach for "Retail Economic Development Plan 2018 / 2019" for an amount not to exceed \$22,500 paid by LHEDC. By: Lance Dean | LHEDC Executive Director**
- q) Discuss and Consider a Resolution of the City Council of Liberty Hill, Texas providing signature authority on all existing and future bank account(s) of the City of Liberty Hill at Classic Bank to certain persons; removing certain persons from having signature authority on all City of Liberty Hill Bank Account(s); providing for severability;**

repealing conflicting Resolutions; and establishing an effective date. By: Barbara | City Secretary COLH

- r) Discuss and Consider an Ordinance of the City Council of the City of Liberty Hill, Texas expressing the powers and duties of the Mayor and curtailing some of those powers and duties; providing for publication; providing for severability; repealing conflicting Ordinances; providing for notice; and providing an effective date. By: Liz Rundzieher | Mayor Pro Tem COLH & Liz Branigan | Council Member COLH
- s) Discuss and Consider approval to procure Grant Administration, Environmental, and Engineering Services for the City of Liberty Hill TxDOT Shared Use Path Grant. By: Pix Howell & Cim Howell | Project Management COLH

**9) 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) Discuss and evaluate the performance of Municipal Officers and Department Directors: (1) Chief of Police; (2) Court Administrator; (3) Director of Planning; (4) Director of Public Works; (5) Finance Director; and (6) City Secretary pursuant to – Texas Government Code Section 551.074 - Personnel Matters; and Texas Government Code Section 551.071 - Consultation with Attorney.
- c) Receive legal advice concerning the Butler Farms Annexation and Development Agreement.

**10) 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) Discuss and consider performance of Municipal Officers and Department Directors: (1) Chief of Police; (2) Court Administrator; (3) Director of Planning; (4) Director of Public Works; (5) Finance Director; and (6) City Secretary pursuant to – Texas Government Code Section 551.074 - Personnel Matters; and Texas Government Code Section 551.071 - Consultation with Attorney.
- c) Receive legal advice concerning the Butler Farms Annexation and Development Agreement.

**11) 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](http://www.libertyhilltx.gov)) on the 11<sup>th</sup> day of MAY, 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 \_\_\_\_\_