



LIBERTY HILL
FREEDOM TO GROW

CITY COUNCIL SPECIAL MEETING AGENDA

TUESDAY – NOVEMBER 13, 2018 – 6:30 PM
2801 Ranch Road 1869 - Liberty Hill, Texas

Rick Hall – Mayor	Liz Rundzieher – Mayor Pro Tem
Dr. Ron Rhea – Councilmember	Troy Whitehead – Councilmember
Wendell McLeod – Councilmember	Liz Branigan – Councilmember

Notice is hereby given that a **SPECIAL MEETING** of the City Council of Liberty Hill will be held **TUESDAY – NOVEMBER 13, 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.”

2. PUBLIC HEARINGS #1 AND2 – CITY TRACT ANNEXATION

NOTICE IS GIVEN OF TWO PUBLIC HEARINGS TO BE HELD TUESDAY – NOVEMBER 13, 2018 AT 6:30 PM & TUESDAY – NOVEMBER 13, 2018 AT 6:35 PM. Notice is hereby given to all interested persons that the City Council of the City of Liberty Hill, Texas proposes to institute annexation proceedings to enlarge and extend the boundary limits of said City to include the following described territory, to-wit:

Annexation of property as follows:

THE CITY TRACT BEING A DESCRIPTION OF A TRACT OF LAND CONTAINING 2.0033 ACRES (87,264 SQUARE FEET) OUT OF THE JOHN B. BERRY SURVEY, ABSTRACT NO. 56, IN WILLIAMSON COUNTY, TEXAS, BEING A PORTION OF A CALLED 546.33 ACRE TRACT OF LAND CONVEYED TO BUTLER FAMILY PARTNERSHIP, LTD. IN DOCUMENT NO. 2010087926 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS (O.P.R.W.C.T.) SAID 2.0033 ACRES.

The subject tract is located on the north side of HWY 29W and approximately .60 miles west of Liberty Hill High School. Two PUBLIC HEARINGS will be held by and before the City Council of the City of Liberty Hill, Texas on the following dates / time:

TUESDAY, NOVEMBER 13, 2018 at 6:30 PM at Council Chambers - located at 2801 Ranch Road 1869 in Liberty Hill, Texas

TUESDAY, NOVEMBER 13, 2018 at 6:35 PM at Council Chambers - located at 2801 Ranch Road 1869 in Liberty Hill, Texas

Said PUBLIC HEARINGS will be held for all persons interested in the above proposed annexations. At said time and place all such persons shall have the right to appear and be heard. Of all said matters and things, all persons interested in the things and matters herein mentioned, will take notice.

3. PUBLIC HEARINGS #1 and 2- BUTLER TRACT VOLUNTARY ANNEXATION

NOTICE OF PUBLIC HEARINGS ON TUESDAY – NOVEMBER 13, 2018 AT 6:40 PM AND TUESDAY – NOVEMBER 13, 2018 AT 6:45 PM. Notice is hereby given to all interested persons that the City Council of the City of Liberty Hill, Texas proposes to institute VOLUNTARY annexation proceedings to enlarge and extend the boundary limits of said City to include the following described territory, to-wit:

Annexation of property as follows:

366.455 ACRES OF LAND, MORE OR LESS, OUT OF THE JOHN B. BERRY SURVEY, ABSTRACT NO. 56 IN WILLIAMSON COUNTY, TEXAS AND BEING THE REMAINDER OF THE TRACT OF LAND CONVEYED TO THE BUTLER FAMILY PARTNERSHIP, LTD. BY INSTRUMENT RECORDED IN DOCUMENT NO. 2010087926 save and except THE FOLLOWING TRACTS: 10.00 ACRES DESCRIBED IN DOCUMENT NO. 2015102000, 45.00 ACRES DESCRIBED IN DOCUMENT NO. 2015108887, 45.00 ACRES DESCRIBED IN DOCUMENT NO. 2015108892 AND 80.00 ACRES DESCRIBED IN DOCUMENT NO. 2016028473 save and except THE CITY TRACT BEING A DESCRIPTION OF A TRACT OF LAND CONTAINING 2.0033 ACRES (87,264 SQUARE FEET) OUT OF THE JOHN B. BERRY SURVEY, ABSTRACT NO. 56, IN WILLIAMSON COUNTY, TEXAS, BEING A PORTION OF A CALLED 546.33 ACRE TRACT OF LAND CONVEYED TO BUTLER FAMILY PARTNERSHIP, LTD. IN DOCUMENT NO. 2010087926 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS (O.P.R.W.C.T.) SAID 2.0033 ACRES

Two PUBLIC HEARINGS will be held by and before the City Council of the City of Liberty Hill, Texas on the following dates / times: TUESDAY - NOVEMBER 13 , 2018 at 6:40 PM at Council Chambers - located at 2801 Ranch Road 1869 in Liberty Hill, Texas & TUESDAY – NOVEMBER 13, 2018 at 6:45 PM at Council Chambers - located at 2801 Ranch Road 1869 in Liberty Hill, Texas

Said PUBLIC HEARINGS will be held for all persons interested in the above proposed annexations. At said time and place all such persons shall have the right to

appear and be heard. Of all said matters and things, all persons interested in the things and matters herein mentioned, will take notice.

4. PUBLIC HEARING #3 - ZONING MAP CHANGE

The City of Liberty Hill will be conducting public hearings to consider a request for a zoning map change for property located in the City of Liberty Hill, better described as 366.455 ACRES OF LAND, MORE OR LESS, OUT OF THE JOHN B. BERRY SURVEY, ABSTRACT NO. 56 IN WILLIAMSON COUNTY, TEXAS AND BEING THE REMAINDER OF THE TRACT OF LAND CONVEYED TO THE BUTLER FAMILY PARTNERSHIP, LTD. BY INSTRUMENT RECORDED IN DOCUMENT NO. 2010087926 save and except THE FOLLOWING TRACTS: 10.00 ACRES DESCRIBED IN DOCUMENT NO. 2015102000, 45.00 ACRES DESCRIBED IN DOCUMENT NO. 2015108887, 45.00 ACRES DESCRIBED IN DOCUMENT NO. 2015108892 AND 80.00 ACRES DESCRIBED IN DOCUMENT NO. 2016028473 save and except THE CITY TRACT BEING A DESCRIPTION OF A TRACT OF LAND CONTAINING 2.0033 ACRES (87,264 SQUARE FEET) OUT OF THE JOHN B. BERRY SURVEY, ABSTRACT NO. 56, IN WILLIAMSON COUNTY, TEXAS, BEING A PORTION OF A CALLED 546.33 ACRE TRACT OF LAND CONVEYED TO BUTLER FAMILY PARTNERSHIP, LTD. IN DOCUMENT NO. 2010087926 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS (O.P.R.W.C.T.) SAID 2.0033 ACRES. *The subject tract is located on the north side of HWY 29W and approximately .60 miles west of Liberty Hill High School.*

The property will be zoned, upon annexation, as (AG) Agricultural. The applicant is proposing to change the zoning to (SF-3) Single Family High Density with the following Exceptions to the Unified Development Code Standards: (SF3) High Density Single Family Residential - Min Lot Width is 40 ft. - (Maximum 30% of lots) - Lot Area is 4,000 sq. ft. - (SF 3) High Density Single Family Residential Cottage Condominiums - Up to 15% of Residential Lots. The Planning and Zoning Commission and the City Council will hold Public Hearings on Tuesday - November 6, 2018 at 12:00 Noon and Monday - November 13, 2018 at 6:30 PM, respectively, to receive comments on the merits of this request at the City Council Chambers (Municipal Court Bldg) located at 2801 RR 1869. Anyone having an interest in this request is invited to attend and present comments to the Planning and Zoning Commission and City Council for consideration at these meetings. If you have any question pertaining to this request please contact Sally A. McFeron - Director of Planning at 512-778-5449

5. PUBLIC HEARING #4 - CREATION OF BUTLER FARMS TIRZ (TIRZ #3)

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF LIBERTY HILL, TEXAS TO CONSIDER THE ADVISABILITY OF THE CREATION OF THE BUTLER FARMS TAX INCREMENT REINVESTMENT ZONE NO. 3, CITY OF LIBERTY HILL, TEXAS FOR TAX INCREMENT FINANCING PURPOSES PURSUANT TO TEXAS TAX CODE CHAPTER 311

NOTICE IS HEREBY GIVEN That the City Council of the City of Liberty Hill, Texas, (the "City"), pursuant to Texas Tax Code Section 311.003 will hold a public hearing on Monday - November 13, 2018 at 6:30 PM at the Liberty Hill City Council Chambers,

located at 2801 Ranch Road 1869 - Liberty Hill, Texas 78642, for the purpose of considering the establishment of the Butler Farms Tax Increment Reinvestment Zone No. 3, (the “Zone”), to be located within the boundaries of the City.

All persons are invited to attend the hearing and speak for or against the inclusion of property in the proposed Zone, the creation of the Zone, its boundaries, or the concept of tax increment financing with respect to the creation of the Zone. Written or oral statements will be considered. The legal description and boundary map of the proposed Zone are on file and open for public inspection in the office of the City Secretary at the City Administration Building - 926 Loop 332 - Liberty Hill, Texas 78642. Questions or requests for information can be directed to Barbara Zwernemann - City Secretary, bzvernemann@libertyhilltx.gov - (512) 778-5449 – Extension #112.

6. PUBLIC HEARING #5 - CREATION OF BUTLER FARMS PID

NOTICE IS HEREBY GIVEN THAT A PUBLIC HEARING WILL BE CONDUCTED BY THE CITY COUNCIL OF LIBERTY HILL, TEXAS ON MONDAY – NOVEMBER 13, 2018 AT 6:30 PM at the City Council Chambers, 2801 Ranch Road 1869, Liberty Hill, Texas 78642. Pursuant to Section 372.009(c) and (d) of the Texas Local Government Code, (the “Act”), the City Council of the City of Liberty Hill, Texas, will hold a public hearing to accept public comments and discuss a Petition filed by Butler Family Partnership, Ltd., a Texas limited partnership (the “Petitioner”), requesting that the City create the Butler Farms Public Improvement District (the “District”) to include property owned by the Petitioner (the “Property”). Another public hearing on this item will be heard on December 10, 2018 at 6:30 PM at the City Council Chambers, 2801 Ranch Road 1869, Liberty Hill, Texas 78642.

The general nature of the proposed public improvements (collectively, “Authorized Improvements”) may include: (i) the establishment of parks and open space, together with the design, construction and maintenance of any ancillary structures, features or amenities such as trails, pavilions, community facilities, swimming pools, irrigation, walkways, lighting, benches, trash receptacles and any similar items located therein; (ii) landscaping; (iii) acquisition, construction, and improvement of water, wastewater and drainage facilities; (iv) acquisition, construction and improvement of streets, roadways, rights-of-way and related facilities; (v) entry monumentation and features; (vi) signage; (vii) projects similar to those listed in subsections (i) — (vi) above; and (viii) payment of costs associated with constructing and financing the public improvements listed in subparagraphs (i) — (vii) above, including costs of establishing, administering and operating the District. These Authorized Improvements shall promote the interests of the City and confer a special benefit upon the Property.

The estimated cost to design, acquire and construct the Authorized Improvements is \$42,500,000.00 (including issuance and other financing costs). The District is proposed to include approximately 366.455 acres of land generally located south of County Road 206 and north of Highway 29, located within the corporate limits of the City and as more particularly described by the metes and bounds description available at the office of the

City Secretary, 926 Loop 332, Liberty Hill, TX 78642, and is available for public inspection provided below.

The City shall levy assessments on each parcel within the District in a manner that results in imposing equal shares of the costs on property similarly benefited. All assessments may be paid in full at any time (including interest and principal), and certain assessments may be paid in annual installments (including interest and principal). If an assessment is allowed to be paid in installments, then the installments must be paid in amounts necessary to meet annual costs for those Authorized Improvements financed by the assessment, and must continue for a period necessary to retire the indebtedness of those Authorized Improvements (including interest). 4124-0693-5064.15064.2 The City will not be obligated to provide any funds to finance the Authorized Improvements, except for assessments levied on real property within the District and possible tax reinvestment zone revenue, if created. No municipal property in the District shall be assessed. All of the costs of the Authorized Improvements will be paid from assessments, from possible tax reinvestment zone revenue, if created, and from other sources of funds, if any, available to the Petitioner.

During the public hearing, any interested person and owner of the Property within the proposed district may speak for or against the establishment of the District and the advisability of the improvements to be made for the benefit of the property within the District.

7. 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

8. DEPARTMENTAL REPORTS TO CITY COUNCIL

PUBLIC WORKS DEPARTMENT

- Update on statistics and activities for period ending October 31, 2018 which includes new meter installations; water and wastewater (WW) connects / disconnects; routine maintenance; water well maintenance; update on South Fork WWTP project; and street maintenance. By: Wayne Bonnet – Director of Public Works

POLICE DEPARTMENT

- Update on activities for the period ending October 31, 2018 which includes criminal activity; miscellaneous activities; traffic enforcement; accidents investigated; arrests; juvenile activity; warrant activity; and code enforcement. By: Maverick Campbell – Chief of LHPD

PROJECT MANAGEMENT UPDATE

- **In-depth update on City projects by Diversified Planning & Development Project Management group. By: Pix Howell & Cim Howell**

9. ADMINISTRATIVE REPORT TO CITY COUNCIL

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

10. 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 required by Council, in which event the item(s) will be removed from Consent Agenda and considered under Regular Agenda.

- Discuss and Take Action on approving minutes of the Regular City Council meeting held Monday - October 22, 2018.**

11. REGULAR AGENDA

- Discuss and Consider Resolution #18-R-___ of the City of Liberty Hill approving the Quarterly Investment Report for 4th Quarter 2018 – Period Ending September 30, 2018 (Attachment).**

- Discuss and Consider recommendation to City Council from the Parks & Recreation Board to approve one-year reappointments for Officers beginning 10/1/2018 and ending 9/30/2019 for each of the following: Mary Lyn Jones - Board Chair; Mike Wilson - Board Vice Chair and Liz Branigan - Board Secretary. By: Greg Boatright – City Administrator**

- Discussion and possible action related to Change Order #8 with Pepper-Lawson for the Liberty Hill South Fork Wastewater Treatment Plant - 0.80 MGD Expansion project (Attachment). By: Aaron Laughlin – Engineer Steger & Bizzell**

- Discuss and Consider awarding a contract to J2 General Construction, LLC for construction project at Wetzel Park; providing for a Professional Services Agreement between the City of Liberty Hill and J2 General Construction, LLC for an amount not to exceed \$895,000 (Attachment). By: Greg Boatright – City Administrator**

- Discuss and Consider Action regarding the position of Code Enforcement Officer for the City of Liberty Hill; providing for posting Code Enforcement Officer position. By: Liz Branigan – Council Member & Liz Rundzieher – Council Member**

- Discuss and Consider recommendation to City Council from the Planning & Zoning Commission to approve a zoning map change from (AG) Agricultural to (SF-3) Single Family High Density with the following exceptions to Unified Development Code (SF3) High Density Single Family Residential - Min Lot Width is 40 ft - (Maximum 30% of lots) - Lot Area is 4,000 sq ft. - (SF 3) High Density Single Family Residential Cottage Condominiums - Up to 15% of Residential Lots; zoning map change for property described as follows: 366.455 acres of land, more or less, out of the John B.**

Berry Survey - Abstract No. 56 in Williamson County, Texas and being the remainder of the tract of land conveyed to the Butler Family Partnership, Ltd. by instrument recorded in Document NO. 2010087926 save and except the tracts referenced above and shown in Exhibit A (Attachment). By: Sally McFeron – Director of Planning

- g) Discuss and Consider recommendation to City Council from the Planning & Zoning Commission to approve a Final Plat for Caughfield Subdivision for Section 3A (Attachment). By: Sally McFeron – Director of Planning**
- h) Discuss and Consider approval of the Agape Java Site Development / Stormwater Permit located at 3610 Ranch Road 1869 in the City Limits of Liberty Hill, Texas (Attachment). By: Sally McFeron – Director of Planning**
- i) Discuss and Consider formal written request to WATCO for repairs to be made to the road at the railroad crossing at Loop 332. By: Wendell McLeod – Council Member**
- j) Discuss and Consider approval of Doucet & Associates Work Scope Change #1 based on the need for additional design and overall cost savings on implementing the City's Master Drainage Plan; providing for consideration of drainage needs identified for the Stubblefield Roadway extension project. By: Greg Boatright – City Administrator**
- k) Discuss and Consider Action on a Resolution #18-R-___ of the City of Liberty Hill Resetting the Public Hearing on the Creation of the Butler Farms Public Improvement District within the City of Liberty Hill, Texas, Pursuant to Chapter 372 Texas Local Government Code; Authorizing the Mailing and Publication of Notice of the Public Hearing in Accordance with Chapter 372 of the Texas Local Government Code; and Providing an Effective Date (Attachment). By: Dottie Palumbo – City Attorney**
- l) Discuss and Consider Resolution #18-R-___ authorizing an Agreement with Williamson County, State of Texas for collection of the Public Improvement District (PID) Assessment for the Summerlyn West Public Improvement District (PID) (Attachment). By: Dottie Palumbo – City Attorney**

12. CONVENE - EXECUTIVE SESSION

The City Council of Liberty Hill will convene to Executive Session for Consultation with Legal Counsel pursuant to Texas Government regarding Code §551.074 – Personnel Matters.. Council will entertain discussion and receive legal advice related to the matters referenced below. No action will be taken in Executive Session.

- a) Deliberate and consider personnel matters related to the position of Finance Director – City of Liberty Hill pursuant to Texas Government Code Section §551.074 – Personnel Matters.**

13. RECONVENE - REGULAR SESSION

The City Council of Liberty Hill will convene to Executive Session for Consultation with Legal Counsel pursuant to Texas Government regarding Code §551.074 – Personnel

Matters.. Council will entertain discussion and receive legal advice related to the matters referenced below. No action will be taken in Executive Session.

- a) Deliberate and consider personnel matters related to the position of Finance Director – City of Liberty Hill pursuant to Texas Government Code Section §551.074 – Personnel Matters.

14. CITY COUNCIL UPDATES (Requests for Agenda Items, etc.)

15. ADJOURNMENT

The City Council reserves the right to adjourn into Executive Session at any time during the course of the 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), §551.073 (Deliberations about Gifts and Donations), §551.074 Personnel Matters), §551.076 (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 a SPECIAL MEETING of the CITY COUNCIL – CITY OF LIBERTY HILL, TEXAS was 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 9th day of November, 2018 at _____. [INITIALS] _____

REMOVAL CERTIFICATION: I, Barbara Zwernemann – City Secretary for the 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 _____. Barbara Zwernemann – City Secretary _____