



The City of Liberty Hill

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LIBERTY HILL CITY COUNCIL

REGULAR MEETING AGENDA

MONDAY – APRIL 9, 2018 – 6:30 PM

2801 Ranch Road 1869 - Liberty Hill, Texas

CALL TO ORDER

The Regular Meeting of the City Council of Liberty Hill was called to order by Mayor Connie Fuller on Monday – April 9, 2018 at 6:30 PM in Council Chambers located at 2801 Ranch Road 1869 in Liberty Hill, Texas. Invocation was given followed by reciting the Pledge of Allegiance and Texas Pledge. **Council Members Present:** Mayor Connie Fuller; Mayor Pro Tem Liz Rundzieher; Wendell McLeod; Troy Whitehead; and Liz Branigan. **Staff & Guests Present:** Greg Boatright; Dottie Palumbo; Tracy Ventura; Sally McFeron; Wayne Bonnet; Jon Branigan; Cim Howell; Pix Howell; Robert Fox; Michael Janzig; and Barbara Zwernemann.

RECOGNITION

Mayor Fuller recognized Jon Branigan for his service as Council Member and his service to the citizens of the City of Liberty Hill during his tenure on City Council. He will be running for Place 5 on the LHISD School Board since he moved outside the City limits of Liberty Hill. The Mayor presented a Mayoral Proclamation decreeing May, 2018 as Motorcycle Safety Awareness Month in Liberty Hill to various motorcycle groups represented at the Council meeting. Incoming Council Member Liz Branigan took the Oath of Office as Council Member – Place 3. Mayor Fuller administered the Oath of Office.

PUBLIC COMMENTS

Melanie Kriewaldt-Roth addressed the Council, Staff, and Guests regarding her concerns for school security; she requested the City and School District collaborate in hiring officers at each school in the Liberty Hill ISD immediately. Additionally, she requested them to create a formal school safety plan to be initiated within the next few months, preferably before the beginning of the next school term.

REPORTS

Monthly report for the month of March, 2018 outlining activities of the Liberty Hill Police Department was reviewed by City Council; Chief Campbell was ill and did not attend the meeting. Public Works Director – Wayne Bonnet presented a verbal report of the Public Works Department statistics and activities.

CONSENT AGENDA

On motion by Troy Whitehead and second by Wendell McLeod, the following Consent Agenda items were approved. Liz Rundzieher voted in opposition to the Butler Farms Subdivision Development Agreement citing she did not have sufficient time to review the document. **Motion passed on vote of 3 AYES; 1 NAYS; 0 ABSTENTIONS.**

- a) Minutes of the Regular Council meeting held March 26, 2018;
- b) Development Agreement between the City of Liberty Hill and Butler Farms Subdivision.

REGULAR AGENDA

Discuss and Consider FY 2018 Street & Utilities Rehabilitation - Task Order #SB 018-47 for improvements to the City's water system and local street network. DISCUSSION: Council discussed proposed water system improvements and local street improvements. ACTION: On motion by Wendell McLeod and second by Troy Whitehead, Task Order #SB 018-47 was approved. **Motion passed on vote of 4 AYES; 0 NAYS; 0 ABSTENTIONS.**

Discuss and Consider a Professional Services Agreement between DataProse, L.L.C. and the City of Liberty Hill for utility billing services in an amount not to exceed \$10,000. ACTION: Michel Sorrell – Finance Director presented to Council/Staff that The City of Liberty Hill is growing at a rapid pace and with that growth the City has experienced an increase in utility accounts. The City will also be taking on utility accounts from Georgetown's Western District in the near future. This will add approximately 3,200 additional accounts to the City's existing accounts. This more than triples accounts for which the City currently is responsible. DataProse LLC has more than twenty-five (25) years of experience providing output utility billing services plus extensive knowledge with Tyler Technologies and Incode.

Services provided by DataProse LLC include creating utility bills, delinquent notices, mailing, and utility bill inserts such as newsletters. The use of this technology allows the City to leverage manpower while maintaining excellent customer service currently provided. The Finance Director recommended approval of a Professional Service Agreement with DataProse LLC for utility billing and mailing services. On motion by Liz Rundzieher and second by Liz Branigan the Agreement was adopted as presented. Wendell McLeod voted in opposition to the Agreement. **Motion passed on vote of 3 AYES; 1 NAYS; 0 ABSTENTIONS.**

Discuss and Consider recommendation to City Council by the San Gabriel River Basin Parks (SGRBP) Board to approve the By-Laws as adopted by SGRBP Board on April 3rd. ACTION: On motion by Wendell McLeod and second by Liz Rundzieher the San Gabriel River Basin Parks (SGRBP) Board's By-Laws were approved. **Motion passed on vote of 4 AYES; 0 NAYS; 0 ABSTENTIONS.**

Discuss and Consider recommendation to City Council by the San Gabriel River Basin Parks (SGRBP) Board to establish a bank account at Classic Bank in the name of "San Gabriel River Basin Parks Board" and authorization to transfer / deposit funds in the amount of \$10,000. ACTION: Greg Boatright requested City Council approve the establishment of a bank account with an initial deposit of \$10,000 for the San Gabriel River Basin Parks Board. This action is necessary for transparency purposes and compliance with accounting standards. A portion of the \$10,000 will be

designated to cover cost of creation of this Board. There will be minimal activity in the account but the City's auditing firm recommends this process. On motion by Liz Branigan and second by Liz Rundzieher recommendation to establish a bank account at Classic Bank in the name of "San Gabriel River Basin Parks Board" and authorization to transfer / deposit funds in the amount of \$10,000 was approved. **Motion passed on vote of 4 AYES; 0 NAYS; 0 ABSTENTIONS.**

Discuss and Consider proposed Spring Community Clean-Up Days to be scheduled as follows:

Curbside Pick-Up DayFriday - May 18th 8 AM to 5 PM

Drop-Off DaySaturday - May 19th 8 AM to 2 PM

ACTION: On motion by Wendell McLeod and second by Liz Rundzieher, dates and times for the Spring Community Clean-Up Days were approved. **Motion passed on vote of 4 AYES; 0 NAYS; 0 ABSTENTIONS.**

Discuss and Consider updates and presentation to City Council by Don Eckols - Architect on proposed renovations of the historic Fowler building located at 1000 Loop 332; includes request for authorization to issue Notice for Bids this project. ACTION: Don Eckols, Architect, presented Plans for the historic Fowler / Stubblefield building in detail. OUTCOME: No action taken.

Discuss and Consider updates and presentation to City Council by Architect - Don Eckols for the proposed renovation of 100 Forrest Street for office space & community meeting room space; includes request for authorization to issue Notice for Bids on this project. ACTION: Don Eckols, Architect, presented an update on proposed renovations to the building at 100 Forrest Street. OUTCOME: No action taken.

Discuss and Consider a presentation to City Council by Tracy Bratton – Bowman Consulting for proposed parking area on Forrest Street for the City's Police Department, includes request for authorization to issue Notice for Bids on this project. ACTION: Tracy Bratton of Bowman Consulting presented a plan for additional parking space for the Police Department with entry from Forrest Street. He requested City Council approve the plans with cost proposal for the project and authorization for bids to be published. On motion by Troy Whitehead and second by Liz Branigan, the request for authorization to issue Notice for Bids was approved. **Motion passed on vote of 4 AYES; 0 NAYS; 0 ABSTENTIONS.**

Discuss and Consider a presentation to City Council by Tracy Bratton – Bowman Consulting on proposed park improvements at Wetzel Park located on the corner of Loop 332 and CR 279 / Bagdad Road; includes request for authorization to issue Notice for Bids on this project. ACTION: Tracy Bratton of Bowman Construction presented an overview of park improvements and splash pad at Wetzel Park with request for Council to approve the plans. DISCUSSION: Council discussed and questioned the materials used on the proposed pool house, requesting Bowman Consulting return the plans at Council's next meeting with alternative façade materials for the pool house to more closely align with the City's vision and implementation of materials and character of public building facades. OUTCOME: Tabled.

Discuss and Consider a package bid proposal to include renovation and improvements of three City properties: (1) Fowler building, (2) community meeting & office space at 100 Forrest Street, and (3) exterior renovations to Municipal Court at 2801 Ranch Road 1869, includes request for authorization to issue Notice for Bids on this combined project. ACTION: Greg Boatright presented a recommendation for a packaged bid proposal for the three City properties rather than three separate bid proposals as a more economically sound approach. DISCUSSION: Discussion was held on combining the three bid proposals. Council concurred that sharing labor and materials would potentially lessen the economic impact as well as attract more bids. On motion by Liz Rundzieher and second by Troy Whitehead, a package bid proposal to include renovation and improvements of the three City properties was approved. **Motion passed on vote of 3 AYES; 1 NAYS; 0 ABSTENTIONS. Wendell McLeod voted in opposition to the proposal due to insufficient time to review the materials.**

Discuss and Consider updates, presentation and recommendations to City Council regarding the City's proposed Transportation Plan. ACTION: John Dean with CP&Y Consulting presented updates and recommendations based on previous recommendations and input from City Council, Staff, Planning & Zoning Commission and the public. OUTCOME: No action taken at this time to allow for further review and discussion. The plans will be available for Council Members to review prior to the next meeting and provide additional input.

Discuss and Consider authorizing the City Administrator to commission a stone sculpture for display in Veteran's Memorial Park per project plans for the Park. DISCUSSION: Greg Boatright – City Administrator requested authorization from City Council to commission Bob Ragan to create a stone sculpture for the Veteran's Memorial Park. The City Administrator proposed to Council that the project be subsidized from the City's General Fund and reimbursed, at least in part, by the sale of personalized bricks and tiles in the Park. ACTION: On motion by Liz Rundzieher and second by Liz Branigan the commission of the stone sculpture as well as funding from the General Fund with reimbursement through sale of bricks was approved. **Motion passed on vote of 4 AYES; 0 NAYS; 0 ABSTENTIONS.**

ADJOURNMENT

The meeting was adjourned on motion by Liz Rundzieher and second by Troy Whitehead at 9:03 PM. **Motion passed on vote of 4 AYES; 0 NAYS; 0 ABSTENTIONS.**

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LIBERTY HILL on the 23rd day of APRIL, 2018 by vote of 5 AYES; 0 NAYS; 0 ABSTENTIONS.

/s/ Connie Fuller
MAYOR

/s/ Barbara Zwernemann
CITY SECRETARY

5-26 mins



City of Liberty Hill
CITY COUNCIL MEETING
Public Comment Form

Date 3/26/18

Welcome to the CITY COUNCIL meeting of the City of Liberty Hill.

The CITY COUNCIL OF LIBERTY HILL invites the public to address comments at the appropriate time. Please indicate your desire to speak by completing this form and submitting it to the City Secretary prior to the beginning of the meeting.

Comments will be heard during the Public Comments period. Each citizen is allowed up to three (3) minutes to speak. Public Comment period will last no longer than a total fifteen (15) minutes. Please note the Board is prohibited by the Open Meeting Act from engaging in any discussion or making comments on anything which is not posted in the Agenda.

Name Melanie Kriewaldt-Roth
Address 720 CR 285 LH 78642

Please complete the information below and submit to the City Secretary before the meeting begins.

I WISH TO SPEAK TO THE MAYOR & CITY COUNCIL CONCERNING:
Agenda Item School Security
Other subject coordination w/ LH School Board

I DO NOT WISH TO SPEAK BUT REQUEST THAT MAYOR ANNOUNCE MY SUPPORT FOR OR OPPOSITION TO (circle one) THE FOLLOWING FOR A MATTER OF RECORD:
Agenda Item _____
Other subject _____

When you are recognized: (1) walk to the podium; (2) state your name and address; and (3) make your comments. Comments are limited to three (3) minutes for each speaker.

You must speak in a civil manner, with respect for the decorum of the MAYOR & CITY COUNCIL, as well as the meeting, with respect for all other persons in attendance.