



**CITY COUNCIL
REGULAR MEETING
MINUTES**

Monday – January 25, 2021 – 6:30 PM

Liz Branigan	Liz Rundzieher
Steve McIntosh	Kathy Canady
Gram Lankford	Tony DeYoung

CALL TO ORDER

The meeting was called to order at 6:30 PM. Quorum was established with all members present. Invocation was given followed by the Pledge of Allegiance and Texas Pledge.

NOTICE OF PUBLIC HEARING

Mayor Liz Branigan opened the Public Hearing at 6:32 stating: **NOTICE OF PUBLIC HEARINGS ON A PROPOSED STRATEGIC PARTNERSHIP AGREEMENT BETWEEN THE CITY OF LIBERTY HILL, TEXAS AND WILLIAMSON COUNTY UTILITY DISTRICT NO. 17.**

The City Council of Liberty Hill, Texas ("City") will conduct two public hearings on a proposed Strategic Partnership Agreement ("SPA") between the City and Williamson County Municipal Utility District No. 17 ("District"). The territory of the District includes that certain 493.87-acre tract of land (the "Property") generally located east and west of Ronald Reagan Blvd, north of Highway 29 in the City's extraterritorial jurisdiction.

The Public Hearings will be in the City's Council Chambers located at 2801 Ranch Road 1869, Liberty Hill, Texas. The first public hearing is set to convene at 6:30 p.m. on January 11, 2021. The second public hearing is set to convene at 6:30 p.m. on January 25, 2021.

The purpose of each hearing is to provide an opportunity for interested persons to present testimony or evidence regarding the proposed agreement. Under the proposed SPA, the territory of the District would be annexed for limited purposes as soon as practicable. The District would continue to possess, and exercise powers and functions provided by law. The City would not annex the District for full municipal purposes during the 30-year term of the SPA.

The SPA contains other provisions, and it would bind each owner and future owner of land included within the territory of the District on the date the SPA becomes effective. Copies of the proposed SPA (including a metes-and-bounds description of the territory of the District) may be obtained prior to the hearing from the office of the City Secretary on the first floor of the City

Hall located at 926 Loop 332, Liberty Hill, Texas. Due to COVID-19, prior pick-up arrangements will need to be made by calling City Hall at (512) 778-5449 or emailing Nancy Sawyer at nsawyer@libertyhilltx.gov.

Mayor Branigan asked for any and all Public Hearing Comments. There were none. The Public Hearing was closed at 6:34 PM.

PUBLIC COMMENTS

Josh Jacobi, 512 Golden Eagle Way, and President of the Liberty Hill Youth Soccer Association spoke in favor of the draft agreement with Liberty Hill. He stated he was speaking on his own behalf. He stated the program provides lasting memories for these children. A written account of Mr. Jacobi's comments is included herein.

Nancy Sawyer, City Secretary, read comments from Steve Messana, 146 River View Rd. He spoke in support of David Stallworth, Senior Director of Planning. Those comments are included herein.

Chris Pezold, 3607 RR 1869, spoke regarding the traffic plan. He stated that the transportation plan should be on the next agenda to be dissolved. He spoke against certain Council members that ran for office stating they were against the Stubblefield extension. He stated Liz Branigan is the fourth female to run for office in Liberty Hill since Mr. Pezold has lived here. He stated Texans respect women. Mr. Pezold stated that Mr. McIntosh's motion two weeks prior to not allow public comments on off agenda items is unconstitutional and the City Attorney had confirmed that. Mr. Pezold stated it is time for Mr. McIntosh to go away.

PRESENTATION

Mayor Liz Branigan presented a plaque and words of appreciation to Mike Wilson for his years of service to the citizens of Liberty Hill through his work on the Liberty Hill Parks and Recreation Board of Directors. Mary Lyn Jones, Parks Board Chair voiced her appreciation for Mr. Wilson as well, and to his family.

DEPARTMENTAL REPORTS

Kathy Canady made a motion to have Council take the reports home with them to review and postpone discussion and question until the following meeting. Liz Rundzieher seconded the motion.

Following discussion, motion passed on vote of 3 ayes, 2 nays, and 0 abstentions. Steve McIntosh and Tony DeYoung did not approve the motion.

EXECUTIVE SESSION

Following discussion, Kathy Canady made a motion to adjourn to Executive Session for all Executive Session agenda items. Steve McIntosh seconded the motion.

Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

Liz Branigan, Mayor convened City Council into Executive Session at 6:48 PM for discussion of the following items pursuant to Texas Government Code Section 551.071 – Consultation with Attorney and Section 551.074 – Personnel Matters.

Section 551.074 Personnel Matters

Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Planner position.

Section 551.074 Personnel Matters

Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Events Coordinator position.

Section 551.074 Personnel Matters

Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Treasurer position.

Section 551.071 Consultation with Attorney

Consultation with Attorney to seek legal advice regarding pending or contemplated litigation, a settlement offer, or a matter on which the City Attorney has a duty to advise the City Council, including posted agenda items.

- Threatened Clean Water Act lawsuit

At 8:03 PM, Tony DeYoung left the Council meeting.

REGULAR AGENDA, resumed

City Council reconvened to Regular Session at 8:53 PM. No action was taken during Executive Session.

Section 551.074 Personnel Matters

Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Events Coordinator position.

Kathy Canady made a motion to promote Katie Amsler to Communications Manager adopting the job description discussed in Executive Session. Liz Rundzieher seconded the motion.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

REGULAR SESSION

On motion by Kathy Canady and second by Liz Rundzieher, Council moved two items as shown below from Consent Agenda to Regular Agenda.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

CONSENT AGENDA

- Discuss and consider action to approve City Council minutes of workshop held January 11, 2021.
- Discuss and consider an Ordinance of the City Council of Liberty Hill, Texas affirming the

prior passage of unsigned ordinances from the calendar year 2018.

- Discussion, consideration, and possible action to approve a Second Reading of a Resolution related to an Economic Development Performance Agreement between the City of Liberty Hill and Tex-Mix Partners, Ltd.
- Discussion, consideration, and possible action to approve a Second Reading of a Resolution related to an Economic Development Performance Agreement between the Liberty Hill Economic Development Corporation and Golf Cart King, LLC.
- Discussion and possible action to authorize the City Administrator to negotiate and execute the contract for the winning bid for the Community Center renovations.
- Discuss and consider authorizing the City Administrator to negotiate and execute the contract for the winning bid for the City of Liberty Downtown Bike / Ped Loop.
- Discuss and consider action on the MUD 17 Strategic Partnership Agreement.

On motion by Liz Rundzieher and second by Kathy Canady, Council approved Consent Agenda items as presented.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

REGULAR AGENDA SESSION

Discuss and consider action to approve City Council minutes of regular meeting held January 11, 2021.

On motion by Kathy Canady and second by Liz Rundzieher, Council approved the minutes of the regular meeting held January 11, 2021 as amended.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

Discussion, consideration, and possible action to approve a Second Reading of a Resolution related to an Economic Development Incentive Agreement between the Liberty Hill Economic Development Corporation and Heritage Ridge Investments, LLC.

Following discussion in which Kathy Canady stated she did not feel it was prudent to give \$160,000 to the developer based on the City receiving possible tax revenue of a projected amount. Steve McIntosh considered that point valid, but feels the revenue is worth voting in favor.

On motion by Liz Rundzieher and second by Gram Lankford, Council approved a Resolution related to an Economic Development Incentive Agreement between the Liberty Hill Economic Development Corporation and Heritage Ridge Investments, LLC.

Motion passed on vote of 3 ayes, 1 nay, and 0 abstentions. Kathy Canady did not approve the motion.

Kathy Canady made a motion to move the following item 7.L for discussion at this time. Gram Lankford seconded the motion.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

Discussion, consideration, and possible action to approve a resolution adopting an Access Card Policy for the City of Liberty Hill.

Randy Hodges, IT Director addressed Council stating this resolution will be address restricting and controlling access, loss of cards, ethics of card use, and access. He stated it is a much-needed

policy. Mayor Branigan asked what Mr. Hodges was proposing. Mr. Hodges responded that he would act in accordance with administration's directives. Mayor Branigan responded that she will be holding office hours and wants City Hall and her office to be open to the public. Post COVID, the Mayor will be notified of who will be going upstairs.

On motion by Kathy Canady and second by Liz Rundzieher, Council approved a Resolution adopting an Access Card Policy for the City of Liberty Hill.

On discussion Gram Lankford asked if the City Administrator would be providing direction on access. Mr. Hodges stated that it will be at the discretion of the City Administrator and he will structure times and access accordingly.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

Discuss and consider action to ratify an agreement between the Liberty Hill Economic Development Corporation and REsimplifi for prospector website data services.

On motion by Kathy Canady and second by Gram Lankford, Council approved an agreement between the Liberty Hill Economic Development Corporation and REsimplifi for prospector website data services.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

Discuss and consider action to approve recommendation from the Liberty Hill Economic Development Corporation regarding a contract between the EDC and Rothko Blue, LLC for web design services.

Matt Powell, Executive Director of the EDC presented stating the theory is to give this job to one person and they will do the EDC website as well. The cost is around \$1,500 per month with an hourly rate, he believes, of \$65. This will be paid for through the EDC Budget.

On motion by Gram Lankford and second by Liz Rundzieher, Council approved a contract between the EDC and Rothko Blue, LLC for web design services.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

Discussion, consideration, and possible action to approve a Resolution amending Section 4.08 of the Bylaws of the Liberty Hill Economic Development Corporation related to agenda creation.

Tad Cleaves, City Attorney presented stating this Resolution sets meetings and rules for creating special meetings with updates to provide more definition. The EDC has already approved this. Following discussion, Mr. Cleaves states he could have the EDC President nail down meetings until the end of the fiscal year.

On motion by Gram Lankford and second by Kathy Canady, Council approved a Resolution amending Section 4.08 of the Bylaws of the Liberty Hill Economic Development Corporation related to agenda creation.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

Discussion, consideration, and possible action to approve a Resolution related to a Chapter 380 Economic Development Agreement between the City of Liberty Hill and Golf Cart King, LLC.

Matt Powell, Executive Director of the EDC stated this item is in concert with the Performance Agreement that was approved. The business will go in behind QuikTrip. Following presentation of projected revenues, Kathy Canady asked the City Treasurer her thoughts. Becky Wilkins, City

Treasurer responded that the numbers are all projections at this point and that the City will not know until around 90 days after the business files their tax report with the City what those real numbers are.

On motion by Gram Lankford and second by Steve McIntosh, Council approved a Resolution related to a Chapter 380 Economic Development Agreement between the City of Liberty Hill and Golf Cart King, LLC with the change that the City Administrator be provided the authority to execute the agreement.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

Discussion, consideration, and possible action to approve a Resolution related to a Chapter 380 Economic Development Agreement between the Liberty Hill Economic Development Corporation and Tex-Mix Partners, Ltd.

Matt Powell, Executive Director of the EDC addressed Council stating this is the last of the agreements that were discussed last week. The business is relocating to Liberty Hill. The EDC has agreed to their side of the agreement.

Following discussion, Kathy Canady made a motion to approve the Resolution with the amendments to change it from the EDC to the City of Liberty Hill and authorizing the City Administrator to execute the agreement. Gram Lankford seconded the motion.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

Discuss and consider financial reports.

Mayor Branigan addressed Council stating that she would like to see a different type of financial report provided to Council. She requests that the City Treasurer present this report.

Kathy Canady asked staff administration their thoughts on this.

At 9:46 PM, Steve McIntosh stepped out; Council took a brief recess.

At 9:45 PM, Steve McIntosh returned; Council resumed.

Lacie Hale responded that if Council wants this report, they can direct staff to produce it. Ms. Canady stated that she relies on the City Administrator and City Treasurer to let Council know if a director is requesting money. Mayor Branigan stated she would like to review it each month as a good steward of the City's money. Steve McIntosh replied that if the budget and reports are accessible to all, it would provide good transparency.

Lacie Hale responded that that report is not on the website yet, but it will be as part of the transparency project the City is undertaking; however, the process is lengthy.

No action was taken at this time.

Discuss and consider format for monthly directors' reports.

Lacie Hale, City Administrator addressed Council seeking direction. She suggested a monthly book of reports with an action item on the following meeting's agenda.

Following discussion, Kathy Canady made a motion, seconded by Gram Lankford, directing staff to prepare written reports in a separate packet for Council's review with action being taken at the following meeting.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

Discussion and possible action to authorize the City Administrator to negotiate and execute the

Liberty Hill Youth Soccer League Agreement and maintenance contract for City Park on County Road 200.

Lacie Hale, City Administrator addressed Council regarding the process taken for preparation of the agreement and maintenance contract. The maintenance would be performed by North by Northwest Commercial Landscaping and Grounds Management. Gram Lankford offered his thanks to Ms. Hale for her hard work on this. Liz Rundzieher asked how the outsourcing for maintenance would be paid. Ms. Hale responded that the funds are available within the budget due to an unfilled Streets and Maintenance position. Income to the City would be around \$15,000 per year. Ms. Hale explained that the maintenance agreement is for one year but could be considered at three years.

Following discussion, Gram Lankford made a motion to authorize the City Administrator to negotiate and execute the Liberty Hill Youth Soccer League Agreement as amended to include a term of one year and with the language that the City will stripe the field twelve (12) times per year. Steve McIntosh seconded the motion.

Motion passed on vote of 5 ayes, 0 nays, and 0 abstentions.

On motion by Gram Lankford and second by Liz Rundzieher, Council authorized the City Administrator to negotiate and execute a maintenance contract with North by North West.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

Discussion and possible action to authorize the City Administrator to negotiate and execute an agreement with the Foundation Board to coordinate and fund a portion of the 2021 Sculpture Festival.

Lacie Hale, City Administrator addressed Council stating she and Katie Amsler, Communications Manager met with the Foundation Parks board regarding engaging in cost sharing for this event, where it was proposed that the City provide \$20,000 for their portion and providing city staff-provided services. Discussion included questions about what incentive to the City there is with the large donation and City staff providing the majority of the work.

Following discussion, the item was postponed until February 8, allowing time for staff to negotiate with the Foundation Board.

Legislative update and consideration of action by Council.

Tad Cleaves, City Attorney addressed Council. He stated the State Legislature is back in session and putting together committees. He asked if Council was interested in giving testimony. Testimony has to be in person. There should be a testimony schedule sometime in February. Mr. Cleaves will keep Council updated.

Discuss and consider action regarding local property tax exemptions for Homestead, and over 65/disabled.

Becky Wilkins, City Treasurer addressed Council asking direction on whether Council wanted to keep the exemption at \$5,000 or possibly raise it. She explained that time was of the essence because of the deadline.

Following deliberation, Kathy Canady made a motion, seconded by Steve McIntosh, to raise the exemption for over 65 and disabled to \$15,000.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

Discussion of Fiscal Year 2020-2021 budget line item: "City Events-Restricted".

On motion by Kathy Canady and second by Steve McIntosh, Council postponed this item until the

next meeting.

Motion passed on vote of 4 ayes, 0 nays, and 0 abstentions.

Discuss and consider possible action regarding setting policy for staff's use of Kronos timekeeping system.

Gram Lankford, Councilmember stated as part of the reorganization of the Public Works Department, there is a higher level of accountability needed as far as Kronos timekeeping for hourly workers and salaried employees who only work 8-5. He feels those salaried employees should use the Kronos system also. Following discussion, Lacie Hale, City Administrator stated she would come back with a draft policy.


ADJOURNMENT

On motion by Liz Rundzieher and second by Gram Lankford, Council was adjourned at 10:59 PM. Motion passed on 4 ayes, 0 nays, and 0 abstentions.



[seal]


Liz Branigan, Mayor


Nancy Sawyer, City Secretary