



CITY COUNCIL REGULAR MEETING MINUTES
MONDAY – JANUARY 27, 2020 – 6:30 PM
2801 Ranch Road 1869 – Liberty Hill

CALL TO ORDER

Liberty Hill City Council was called to order at 6:30 PM by Rick Hall – Mayor on Monday, January 27, 2020 at Council Chambers – 2801 Ranch Road 1869 – Liberty Hill. Invocation was given followed by reciting the Pledge of Allegiance and Texas Pledge. Quorum was established. Council members present: Mayor Rick Hall; Mayor Pro Tem Liz Rundzieher; Steve McIntosh; Gram Lankford; Tony DeYoung; and Kathy Canady. Others present: Tad Cleaves, Barbara Zwernemann, Wayne Bonnet, Casey Cobb, Lance Dean, David Stallworth, Chief Maverick Campbell, Tracy Ventura, Dan Jackson – WillDan Financial Services, and Nancy Sawyer.

Mayor Hall thanked Barbara Zwernemann – City Secretary and Nancy Sawyer – Deputy City Clerk for their service to the City. He also praised Becky Wilkins – Finance Director for the great contribution she has brought to the City. He asked Ms. Wilkins to join Council at the dais.

PUBLIC HEARING

Mayor Hall began the public hearing stating the hearing has remained open since the January 13, 2020 Council meeting. He stated: NOTICE IS HEREBY GIVEN THAT THE CITY OF LIBERTY HILL WILL CONDUCT A PUBLIC HEARING RELATED TO WATER AND WASTEWATER IMPACT FEES ON MONDAY – JANUARY 13, 2020 – 6:30 PM at 2801 Ranch Road 1869 – Liberty Hill to consider proposed changes and modifications to the City of Liberty Hill Water and Wastewater Impact Fees and will receive comments regarding proposed changes to Water and Wastewater Impact Fees for the City of Liberty Hill as shown on the following page.

Said Public Hearing will be conducted in Council Chambers located at 2801 Ranch Road 1869 in Liberty Hill.

Anyone having interest in said changes or modifications is invited to attend and present comments to City Council for consideration at this meeting.

If you have questions pertaining to this matter you may contact Barbara Zwernemann – City Secretary at 512-548-5512 or send an email to bwernemann@libertyhilltx.gov.

LIBERTY HILL MAXIMUM IMPACT FEE BY METER SIZE		
	MAXIMUM Water Impact Fee	MAXIMUM Wastewater Impact Fee
Maximum Fee per EDU	\$ 7,037	\$ 5,261

After asking for comments on the public hearing and receiving none, Mayor Hall closed the Public Hearing at 6:34 PM.

PRESENTATION

Derrick Neal and Kelli Becerra presented a Williamson County and Cities Health District overview to Council.

REPORTS TO CITY COUNCIL

PUBLIC WORKS

Wayne Bonnet – Public Works presented December 2019 monthly statistics for the Public Works Department which included meter installations; water / wastewater connects; water/wastewater routine maintenance; water well maintenance; update on South Fork WWTP; update on WWTP expansion project; and, street maintenance. The meter installation project is almost complete. Odor mitigation for the WWTP should be in operation by February 3, 2020.

POLICE DEPARTMENT

Chief Maverick Campbell provided an overview of 2019 annual statistics and activities for LHPD such as criminal activity; miscellaneous incidents/activities; traffic enforcement; investigation of traffic accidents; arrests; juvenile activity; and, warrant activity. Doughnuts with the Chief is January 30th at Prosperity Bank. The new Criminal Investigations Department has closed out a dozen cases.

FINANCE DEPARTMENT

Becky Wilkins – Finance Director presented details of the City’s Monthly Cash and Investment Reports for the month of December 2019 as well as an update on the transition of EDC having their own bank account and how the monthly true-ups and settlements will work.

MUNICIPAL COURT

Tracy Ventura – Court Administrator presented her Log of Activities, statistics, and implementation of a text notification system that has achieved great results. Ms. Ventura updated Council on training and other opportunities for her and Margarita Diaz Ramirez – Deputy Court Clerk. She also provided a handout of

two options for the address to be placed on the Courthouse exterior. Following discussion, Council agreed that the 2nd option was their favorite. They suggested going with 10” tall numbers for the address. Public Works might be able to provide highlight lighting for the address.

ECONOMIC DEVELOPMENT CORPORATION

Lance Dean – Executive Director, Economic Development Corporation provided the biannual report with a 2019 recap.

2019 Fall Report of Activity

1. A review of all expenditures made by the Board in connection with their activities involving direct economic development as defined in this article, together with a report of all other expenditures made by the Board.
 - a. Please see attached financial statements
2. A review of the accomplishments of the Board in the area of direct economic development
3. 2019 Recap
 - a. 17% increase in property values Year over Year
 - b. 20% average increase in monthly sales tax revenue from 2018
 - i. For comparison Leander had a 16% increase, Austin 7%, Georgetown 7%, Cedar Park .9%
 - c. 17% increase in our YTD average from this time last year
 - d. Commercial CO's Issued
 - i. Little Caesar's Pizza
 - ii. Grand Donuts
 - iii. QuikTrip
 - iv. Blue Door Gift Store
 - v. West Family Dentistry
 - vi. Pep & Punch
 - vii. Hell or High Water Brewing
 - viii. Cherry Blossom Massage & Spa
 - ix. AutoZone
 - x. River Ranch Dentistry
 - xi. Edward Jones
 - xii. Edward Thad Realty
 - xiii. Two Brand It
 - e. Commercial Space Completed
 - i. Water Tower Center (16,350 sqft.)
 - ii. Panther Plaza (10,000 sqft.)
 - iii. Hwy. 29 Office Park (10,000 sqft.)
 - f. Commercial Space under construction
 - i. Jardin Plaza (10,000 sqft)
 - ii. 183 Highlands (Phase 1 14,600 sqft)
 - iii. Vista at 29 (112,000 sqft)
4. 2019 Fall Promotions
 - a. 8 marketing events
 - b. 14 Developer visits to the City
 - c. 1 Retailer visit to the City
 - d. 4 Primary employer visits to the City
5. Retention / Entrepreneurship
 - a. Continuation of LH Business Forum meetings
 - b. ACC/LHISD/LHEDC program expansion
 - i. CTE facility in discussion
 - ii. Industry Advisory Board being formed
 - c. Downtown Façade and Sign Grants
 - d. LH Façade and Sign Grants
 - i. School Admin Bldg
 - ii. Wildflower Republic
 - iii. Gintzler International
6. Infrastructure
 - a. Transportation Improvements (29/200) completed

- b. Met with referred transportation and land planning companies for possible city project (Land Use Plan initiative)
- 7. Development
 - a. TRA Marketplace
 - b. Retail Live Central 2019
 - c. Wilco EDP Developer event
 - d. GasTech Conference
 - e. SIOR Wilco EDP
 - f. Connect Industrial
 - g. Consultants Forum
- 8. The policies and strategy followed by the Board in relation to direct economic development together with any new or proposed changes in said policies and strategy.
 - a. Active and consistent engagement from the EDC at the local, county and state level has increased awareness and interest from developers, retailers and employers.
 - i. Phase II of the branding and marketing campaign was completed. COLH/LHEDC now have a city brochure and accompanying industry information for distribution.
 - ii. Education is key, getting our message out to the greater community is critical for attracting the goods, services and employers desired
- 9. The activities of the Board for the budget year addressed in said annual report, together with any proposed change in said activity as said activity or activities relate to direct economic development.
 - a. With branding materials completed, LHEDC can expand on external marketing activities. This has included web updates, social media (LinkedIn) campaign, magazine advertising, and distribution of materials at events and conferences
- 10. A review of the activities of the Board in areas of endeavor other than direct economic development together with any proposed changes in such activities.
 - a. Other projects EDC has undertaken include a façade grant program for the greater Liberty Hill area, business incentive program, recruitment of retailers and primary employers, funding for downtown sidewalks, funding for intersection improvements, ACC/LHISD/LHEDC partnership and Emergency Management Business Resiliency Planning.
- 11. Accomplishments to date as compared with the plan or strategy for direct economic development.
 - a. Continued utilization of downtown façade and sign grant program funds, funding of grant programs for greater LH businesses, infrastructure project fund allocations, local business and retailer growth that is linked to EDC involvement
- 12. Anticipated short term challenges during the next reporting period together with recommendations to meet such short-term challenges.
 - i. Current stage of several of the projects underway
 - 1. Look forward to the completion of new retail and office/warehouse space. This will help in highlighting the growth of the City and offer opportunities for businesses looking to lease space
 - ii. Current stage of residential development
 - 1. Density. Housing starts are great we need to continue to fill the neighborhoods
 - a. 15,500 residential lots platted within the city limits and ETJ
- 13. Long term issues to be dealt with over the succeeding twelve-month period of time, together with recommendations to meet such issues with emphases to be placed on direct economic development.
 - a. Interconnectedness within City (CR200 Park to Foundation Park)
 - i. Completing/connecting sidewalks
 - ii. Downtown parking
 - 1. Parking lot project funding for Van Alley, Washateria lot and Wetzel Park
 - b. Anchor Development (retail and/or primary employer)
 - i. Active Recruitment efforts
 - c. Infrastructure
 - i. Fire flow capacity in our commercial corridors
 - ii. Traffic flow and alternates routes and means (public transportation)

14. A recap of all budgeted expenditures to date, together with a recap of budgeted funds left unexpended and any commitment made on said unexpended funds.
 - a. Please see attached financial statements
15. Each report shall be considered by the City Council for its review and acceptance.

CONSENT AGENDA

OUTCOME: On motion by Kathy Canady and second by Gram Lankford, the minutes of City Council meeting held Monday – December 13, 2020 were approved with amendments. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

REGULAR AGENDA

Discussion and Possible action on approving a rate change for Water System Impact Fees from \$3,500 to fees as shown below; providing for implementation date of rate change shown below effective February 1, 2020; providing for update from the Impact Fee Advisory Committee based on land use assumptions and Capital Improvement Plan underlying the maximum fee calculations consistent with State Law and good engineering practices.

February 1, 2020 to December 31, 2020	\$5,500.00
January 1, 2021 to December 31, 2021	\$6,500.00
January 1, 2022 and Beyond	\$7,037.00 [TC1]

and

Discussion and Possible Action on approving a rate change for Wastewater System Impact Fees from \$3,500 to the fee outlined below; providing for implementation of rate change shown below effective February 1, 2020; providing for update from the Impact Fee Advisory Committee based on land use assumptions and Capital Improvement Plan underlying the maximum fee calculations consistent with State Law and good engineering practices.

Effective February 1, 2020 \$4,000.00

OUTCOME: Dan Jackson – Vice President, WillDan Financial Services addressed Council offering highlights of his presentation which was included in Council’s packets. The Impact Fee Advisory Committee is in agreement with the proposed fees. Due to additional revenue from the impact fees, and treatment of MUDs as retail customers, he recommends the monthly MUD fees be eliminated effective at the time the new impact fees are implemented. On motion by Liz Rundzieher and second by Gram Lankford, Council approved Ordinance 20-O-03 amending the water and wastewater impact fee amounts and eliminating monthly MUD payments from MUDs 12, 13, 19 and 19A. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action by City Council to approve an Ordinance for a Special Election at the May 2, 2020 General Election allowing for extension of Mayoral and Council member terms from two years to three years; further, authorizing Mayor Hall to execute said Ordinance drafted by Legal Council and implement effective immediately.

and

Discussion and Possible Action on an Ordinance of the City Council of Liberty Hill ordering the May 2, 2020 General Election; providing for Election Judges and Early Voting Clerk; providing for Notice of the Election; providing for the method of voting; providing for severability and providing an effective date. OUTCOME: Tony DeYoung – Council member addressed Council stating he supports the ordinance, citing the importance of watching programs/projects from conception to fruition. On motion by Tony DeYoung and second by Kathy Canady, Council approved Ordinance 20-O-04 providing for Special Election May 2, 2020 allowing for extension of Mayoral and Council member terms from two years to three years for Council member places 2 and 4, authorizing Mayor Hall to execute said Ordinance; ordering the

May 2, 2020 General Election, providing for Election Judges and Early Voting Clerk, providing for Notice of the Election, providing for the method of voting; providing for severability and providing an effective date. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action by City Council to approve a Joint Election Agreement between the City of Liberty Hill, Texas and the Liberty Hill Independent School District for the conduct of Election Day voting on May 2, 2020 by personal appearance to be held at a common location for the purpose of conducting the City's General Election and the District's Trustee Election. OUTCOME: On motion by Tony DeYoung and second by Gram Lankford, Council approved a Joint Election Agreement between the City of Liberty Hill, Texas and the Liberty Hill Independent School District for the conduct of Election Day voting on May 2, 2020 by personal appearance to be held at a common location for the purpose of conducting the City's General Election and the District's Trustee Election. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action by City Council to approve an Ordinance for two Planning and Zoning commissioners who reside within the boundaries of the City of Liberty Hill and one of which is also a member of City Council; further, authorizing Mayor Hall to execute said Ordinance drafted by Legal Counsel and implement effective immediately. OUTCOME: Tad Cleaves – Legal Counsel addressed Council stating an ordinance was not required for this item. Following a brief discussion, Tony DeYoung made a motion, seconded by Liz Rundzieher appointing Kathy Canady and Steve McIntosh to the Planning and Zoning Commission. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action by City Council to approve an Ordinance for noise parameters within the boundaries of the City of Liberty Hill; further, authorizing Mayor Hall to execute said Ordinance drafted by Legal Counsel and implement effective immediately. OUTCOME: Following discussion and advice of legal counsel and Police Chief Campbell, Liz Rundzieher made a motion, seconded by Tony DeYoung to approve Ordinance 20-O-06 authorizing a Quiet Zone between the hours of 10 PM and 7 AM; and, authorizing the Liberty Hill Police Department to use their discretion in citing noise violations in excess of 85 decibels between the hours of 7:01 AM and 9:59 PM. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible action on approving an Agreement between the City of Liberty Hill and Liberty Hill Chamber of Commerce for use of the Stubblefield Building; further, authorizing Mayor Hall to execute said Agreement drafted by Legal Counsel and implement effective immediately. OUTCOME: Mayor Hall recused himself from this agenda item having filed a Conflict of Interest form with Barbara Zwernemann – City Secretary. Mayor Pro Tem Liz Rundzieher presented the item to Council. Kathy Canady – Council member provided a handout to Council dated January 13, 2017 – an article from the Liberty Hill Independent newspaper and asking that this article be included in the minutes of this meeting. She specifically cited paragraph 3 of the article in which then Council member Elizabeth Branigan stated to the newspaper “the City intends to restore the historic building at 1000 Loop 332 to its original state and plans to use it for offices and meeting space with the possibility of a small museum showcasing sketches and artifacts from the 1976 Liberty Hill International Sculpture Symposium...”. Council discussed the Chamber of Commerce utilizing the bottom floor of the building weekdays from 8 AM to 5 PM and weekends, 4 consecutive hours each day. Art will continue to be displayed on the walls. On motion by Kathy Canady and second by Steve McIntosh, Council approved Resolution 20-R-09, authorizing Mayor Pro Tem Liz Rundzieher to execute a Chapter 360 Agreement between the City of Liberty Hill and the

Liberty Hill Chamber of Commerce. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action by City Council to approve an Ordinance amending the speed limit of Loop 332 to 30 miles per hour; further, authorizing Mayor Hall to execute said Ordinance drafted by Legal Counsel and implement effective immediately. OUTCOME: On motion by Liz Rundzieher and second by Tony DeYoung, Council approved Ordinance 20-O-08 amending the speed limit of Loop 332 to 30 miles per hour; and authorizing Mayor Hall to execute said Ordinance effective March 1, 2020. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action by City Council to approve an Ordinance for potential property tax abatements for property owners over 65 and/or disabled military veterans; further, authorizing Mayor Hall to execute said Ordinance drafted by Legal Counsel and implement effective immediately. OUTCOME: Following discussion, Liz Rundzieher made a motion, seconded by Kathy Canady to approve Ordinance 20-O-09 adding a homestead exemption of \$5,000; raising the over-65 and disabled exemption from \$3,000 to \$5,000. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible action on approving the proposed model and cost estimate of the gateway signs for Liberty Hill. OUTCOME: Brian Binkowski, PE – Halff Associates provided copies of the revised gateway sign models with cost. The per-sign cost for the signs is \$38,000 not including soft costs. Following discussion, Steve McIntosh made a motion, seconded by Gram Lankford, to approve the design; to direct Wayne Bonnet – Public Works to go out for bid on the signs to acquire three (3) quotes with two (2) color options in each quote; authorizing the issuance of an RFP; authorizing Notice in the newspaper. The bids received will be presented the first Council meeting in March 2020. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving a proposed model and cost estimate of the signs for the “Charles Canady Memorial Loop 332”. OUTCOME: Brian Binkowski, PE – Halff Associates presented the updated model and cost estimate of the signs for the Loop. Capital Street Posts can provide the frame/finials for the design. The cost estimate is \$4,218 for the 2 sign panels and 3 posts with bracketing. This does not include installation. On motion by Steve McIntosh and second by Liz Rundzieher, Council approved the model and cost for the “Charles Canady Memorial Loop 332” signage. **Motion passed on vote of 4 AYES, 0 NAYS, and 1 ABSTENTION.** Kathy Canady abstained from the vote.

Discussion and Possible Action on approving a recommendation to City Council from the Liberty Hill Economic Development Corporation to approve a Façade and Sign Matching Grant Application submitted for property at 3103 Ranch Road 1869 – San Gabriel Realty – Dax Oglesby. OUTCOME: Lance Dean, Executive Director – LHEDC presented stating the company is adding on to their parking area. Following discussion, Liz Rundzieher made a motion to approve a Façade and Sign Grant application submitted to LHEDC for the property at 3103 W SH-29 – Hilltop 29 Properties LLC and Tritex Fitness LLC. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving a recommendation to City Council from the Liberty Hill Economic Development Corporation to approve a Demolition Program Application submitted for property at 13951 W SH-29 – Hilltop 29 Properties LLC and Tritex Fitness LLC. OUTCOME:

Lance Dean, Executive Director – LHEDC presented stating this is the first Demolition Application the EDC has received. The house has been moved from the property. The demo is for the outbuildings, etc. Mr. Dean explained that once the work is complete, the EDC will reimburse. On motion by Liz Rundzieher and second by Steve McIntosh, Council approved the Demolition Program Application submitted for property at 13951 W SH-29 – Hilltop 29 Properties LLC and Tritex Fitness LLC. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving routine renewal of an Interlocal Agreement between the City of Liberty Hill and the Department of Public Safety of the State of Texas for cooperative services for the Failure to Appear (FTA) Program. OUTCOME: Tracy Ventura – Court Administrator addressed Council stating these services puts a hold on a person’s driver’s license if they have not taken care of citations. On motion by Liz Rundzieher and second by Tony DeYoung, Council approved the renewal of an Interlocal Agreement between the City of Liberty Hill and the Department of Public Safety of the State of Texas for cooperative services for the FTA program. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on Statutory Affidavit of Correction between Williamson County, Texas and the City of Liberty Hill for inclusion of full description. OUTCOME: Barbara Zwernemann – City Secretary stated this relates to the recent purchase of the County properties. A few sentences had been omitted in the description, and this affidavit corrects that. On motion by Liz Rundzieher and second by Gram Lankford, Council approved the Statutory Affidavit of Correction between Williamson County, Texas and the City of Liberty Hill for inclusion of full description. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

CONVENE TO EXECUTIVE SESSION

Mayor Hall convened City Council to Executive Session at 8:39 PM for Consultation with Legal Counsel pursuant to Texas Government Code §551.071 – Consultation with Legal Counsel; Texas Government Code §551.074 – Personnel Matters; and Texas Government Code §551.072 – Real Property. Council entertained discussion related to the matters shown below.

- Consultation regarding real property owned by the City of Liberty Hill and possible acquisitions (Real Property – Texas Government Code §551.072).
- Consultation with Legal Counsel on the design for expansion of the City of Liberty Hill South Fork Wastewater Treatment Plant (WWTP) (Consultation with Legal Counsel – Texas Government Code §551.071).
- Consultation with Legal Counsel on transferring a portion of the Western District Water System in Georgetown. (Consultation with Legal Counsel – Texas Government Code §551.071).
- Consultation with Legal Counsel concerning reimbursement for the construction of wastewater facilities pursuant to the Utility Facility Construction and Conveyance Agreement for Stonewall Ranch. (Consultation with Legal Counsel – Texas Government Code §551.071).

CONVENE TO REGULAR SESSION

Mayor Hall reconvened City Council to regular session at 9:36 PM following Consultation with Legal Counsel pursuant to Texas Government Code §551.071 – Consultation with Legal Counsel; Texas Government Code §551.074 – Personnel Matters; and Texas Government Code §551.072 – Real Property. Council entertained discussion related to the matters shown below.

- Consultation regarding real property owned by the City of Liberty Hill and possible acquisitions (Real Property – Texas Government Code §551.072). **OUTCOME:** No action was taken.

- Consultation with Legal Counsel on the design for expansion of the City of Liberty Hill South Fork Wastewater Treatment Plant (WWTP) (Consultation with Legal Counsel – Texas Government Code §551.071). **OUTCOME:** No action was taken.
- Consultation with Legal Counsel on transferring a portion of the Western District Water System in Georgetown. (Consultation with Legal Counsel – Texas Government Code §551.071). **OUTCOME:** No action was taken.
- Consultation with Legal Counsel concerning reimbursement for the construction of wastewater facilities pursuant to the Utility Facility Construction and Conveyance Agreement for Stonewall Ranch. (Consultation with Legal Counsel – Texas Government Code §551.071). **OUTCOME:** No action was taken.

ITEMS FROM MAYOR AND COUNCIL


- Kathy Canady asked Council to consider a Pioneer Club with a monument to the City’s pioneers, perhaps selecting 5 new people to add each year.
- Tony DeYoung requested that we add to the next agenda’s Executive Session a discussion on the City Administrator posting.
 - Mayor Hall stated that Council had approved the Mayor, Matt Powell, Liz Rundzieher, and Kathy Canady to meet and review job description and applications.
 - Tony DeYoung inquired about his emailed comments to Council. It was explained that the email came after the meeting in which this was discussed due to poor internet connection. His email will be sent to each Council member.

ADJOURNMENT

OUTCOME: On motion by Liz Rundzieher and second by Tony DeYoung, the meeting of City Council was adjourned at 9:39 PM. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

PASSED & APPROVED by the CITY COUNCIL of the CITY OF LIBERTY HILL, TEXAS on MONDAY – FEBRUARY 10, 2020 on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.


 Rick D. Hall – Mayor


 Barbara Zwernemann – City Secretary

