The City of Liberty
City Council

Special Called Meeting

~ Agenda ~

1829 Sam Houston
Liberty, TX 77575
www.cityofliberty.org

April Gilliland
City Secretary
936-336-3684

Tuesday, July 27, 2021 | **6:00 PM** | **City Council Chambers**

The City Council of Liberty, Texas reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code.

I. CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
Mayor Carl Pickett	☐	☐	☐	
Mayor ProTem Diane Driggers	☐	☐	☐	
Council Member Dennis Beasley	☐	☐	☐	
Council Member Libby Simonson	☐	☐	☐	
Council Member David Arnold	☐	☐	☐	
Council Member Chipper Smith	☐	☐	☐	
Council Member Neal Thornton	☐	☐	☐	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / PUBLIC COMMENT

Public Comment is reserved for members of the public who would like to address the City Council regarding agenda and non-agenda items. Please be aware that, under Texas Law, the Council may not deliberate or take any action during Citizen's comments for items not on the agenda. In some situations, City Staff may be able to respond to the public comment with a factual statement or clarification. The City Council may have the item placed on a future agenda for action or refer the item to Management and Staff for study or conclusion.

III. REGULAR AGENDA

A. Regular Session

1. Resolution (ID # 5167)

CONSIDER A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, A HOME RULE MUNICIPALITY EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, AMENDING THE LEASE AGREEMENT AND AUTHORIZING CLUBHOUSE RENOVATIONS AT THE GOLF COURSE

- PIC1 (PDF)

2. Resolution (ID # 5168)

CONSIDER A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, A HOME RULE MUNICIPALITY EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, AUTHORIZING THE REALLOCATION OF BUDGETED FUNDS AND AN EXPENDITURE FROM THE CAMBRIDGE FUND FOR IMPROVEMENTS AT THE LIBERTY MUNICIPAL GOLF COURSE

3. Resolution (ID # 5170)

CONSIDER A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, A HOME RULE MUNICIPALITY EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, AUTHORIZING AN EXPENDITURE FROM THE BOOMERANG RESERVE ACCOUNT TO REPAIR A SWITCH AND PERFORM PREVENTIVE MAINTENANCE AT THE BOOMERANG SUBSTATION

B. Executive Session

Tx. Gov. Code §551.071 - Private Consultation with Attorney.

- To seek advice regarding contemplated / pending litigation.

Tx. Gov. Code §551.087 - Deliberation Regarding Economic Development Negotiations.

- Discussion regarding proposed economic development project

C. Reconvene into Regular Session

IV. ADJOURNMENT

A. Motion To: Adjourn

I certify that the attached Notice of Meeting was posted on the bulletin board and in the Message Centers located on the east and west sides of the City Hall Administration Building, located at 1829 Sam Houston on the 23rd day of July, 2021 at 5:00 p.m. This notice will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

April Gilliland

April Gilliland, City Secretary

NOTICE

In compliance with the Americans with Disabilities Act, the City of Liberty will provide reasonable accommodation for persons attending and/or participating in this Council Meeting. To better serve you, requests must be made at least 24 hours prior to the meeting. Contact the City at (936) 336-3684 or by Fax at (936) 336-9846. The building is wheelchair accessible, with parking available, on the west side of the building.

I certify that the attached Notice and Agenda of items to be considered by the City Council was removed by me from the bulletin board at the City Hall on the ________ day of ____________________, 2021.

The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 07/27/21 06:00 PM

Department: Administration
Category: Golf Course

RESOLUTION (ID # 5167)

DOC ID: 5167

Department: Golf Course

Subject: Commercial Lease Agreement

Background: On April 13, 2021, the City Council approved a lease agreement with Mr. Scott Neal to operate a restaurant inside the clubhouse at the golf course. Since that time, Mr. Neal has formed a limited liability company (LLC) and is requesting that the lease be amended so that the agreement is between the City and The Oaks Liberty, LLC and not between the City and Mr. Neal.

Also, under the terms of the lease agreement, the tenant is required to receive written approval from the City prior to making any renovations to the structure. Mr. Neal is requesting approval to create a meeting room within the restaurant. The proposed meeting room will be located on the west side of the existing dining room. A picture of the area to be renovated is attached.

All other provisions of the lease agreement remain the same.

Funding Source: n/a

Staff Recommendation: Staff recommends approval of the agreement amendment and authorization of the renovations.

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, A HOME RULE MUNICIPALITY EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, AMENDING THE LEASE AGREEMENT AND AUTHORIZING CLUBHOUSE RENOVATIONS AT THE GOLF COURSE

WHEREAS, on April 13, 2021, the City Council approved a lease agreement with Mr. Scott Neal to operate a restaurant inside the clubhouse at the golf course; and

WHEREAS, Mr. Neal has formed a limited liability company (LLC) and is requesting that the lease be amended so that the agreement is between the City and The Oaks Liberty, LLC; and

WHEREAS, under the lease agreement the tenant must get written approval from the city prior to making any renovations to the structure; and

WHEREAS, the tenant desires to divide the dining room in order to host lunch meetings and gatherings; and

WHEREAS, the City Council authorizes the tenant to renovate the restaurant provided that he complies with the City's building regulations and obtains the City Manager's approval of the materials being used.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Liberty, Texas hereby approves an amendment to the lease agreement for the restaurant at the golf course changing the name of the tenant from Scott Neal to The Oaks Liberty, LLC. The tenant is also authorized to renovate the restaurant at the tenant's sole cost and expense. The tenant must comply with the City's building regulations and obtain the City Manager's approval of the materials being used for the renovation.

PASSED AND APPROVED this ____ day of ______________________, 2021.

CITY OF LIBERTY, TEXAS

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Carl Pickett, Mayor

ATTEST:

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April Gilliland, City Secretary


EXIT

The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 07/27/21 06:00 PM

Department: Administration
Category: Golf Course

RESOLUTION (ID # 5168)

DOC ID: 5168

Department: Golf Course

Subject: General Improvements

Background: The Fiscal Year 2020-2021 Golf Course Budget included a transfer from LCDC in the amount of $450,873.00. As of June 30th, only $175,000.00 has been transferred. When the Golf Course closed in April the need for the full transfer of was no longer necessary. The amount of funds required to cover anticipated expenses until the end of the fiscal year is $175,000, leaving a difference of $100,873.00.

During the budget work sessions, several projects at the golf course were included in the General Improvements of the Capital Improvement Program. Three (3) of the projects, replacement of the golf cart barn, renovation to the cart storage area and adding additional area to the parking lot, could be paid out of this year's operating budget. The estimated cost for these projects is $96,800.

Additionally, included in the Fiscal Year 2021-2022 budget is an on-course bathroom to be located on the east side of the tennis court and an aerobic sewer system to serve the clubhouse and the proposed restroom. The estimated total cost of these two projects is $220,000.

Funding Source: Fiscal Year 2020-2021 Budget and Cambridge Funds

Staff Recommendation: Staff recommends approval of the resolution reallocating $96,800 in the Golf Course budget and authorizing the expenditure of $220,000 in Cambridge Funds.

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, A HOME RULE MUNICIPALITY EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, AUTHORIZING THE REALLOCATION OF BUDGETED FUNDS AND AN EXPENDITURE FROM THE CAMBRIDGE FUND FOR IMPROVEMENTS AT THE LIBERTY MUNICIPAL GOLF COURSE

WHEREAS, the fiscal year 2020-2021 golf course budget included a transfer from LCDC in the amount of $450,873.00; and

WHEREAS, the full budgeted transfer amount was not needed for the operation of the golf course this year due to its closure and renovation; and

WHEREAS, the City Council finds it beneficial to replace the golf cart barn, renovate the cart storage area, and add additional parking lot space at the golf course; and

WHEREAS, said repairs and renovations can be funded using the remaining unused budgeted golf course funds; and

WHEREAS, the City Council also finds it necessary to install a new on-course restroom and aerobic sewer system to serve the clubhouse and the proposed restroom; and

WHEREAS, the City Council finds it necessary and appropriate to use Cambridge funds to pay for the restroom and aerobic sewer system.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Liberty, Texas hereby approves reallocating $96,800 in the golf course budget to pay for the replacement of the golf cart barn, renovation of the cart storage area, and additions to the parking lot. Additionally, the City Council authorizes the expenditure of $220,000 in Cambridge funds to pay for the new on-course restroom and aerobic sewer system at the golf course.

PASSED AND APPROVED this ____ day of ______________________, 2021.

CITY OF LIBERTY, TEXAS

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Carl Pickett, Mayor

ATTEST:

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April Gilliland, City Secretary

The City of Liberty
City Council
1829 Sam Houston
Liberty, TX 77575

Meeting: 07/27/21 06:00 PM

Department: Administration
Category: Equipment Repair

RESOLUTION (ID # 5170)

DOC ID: 5170

Department: Electric

Subject: Boomerang Substation

Background: The existing 138 kV switch motor operator at the Boomerang Substation is not operating properly and needs to be replaced. The Electrical Department has already purchased the switch and the proposed work will be for the labor, equipment, and miscellaneous materials to install the switch. The estimated cost to replace this switch by Dashiell Field Services is $35,284.00.

The Boomerang Substation has not had a comprehensive preventative maintenance evaluation in several years. The proposed preventative maintenance will include the material and manpower to evaluate the 138kV gas circuit switcher, transformer including oil sampling and testing, 15kV switchgear, incoming bus/surge arrestors, 15kV bus,15kV breakers, SEL-751 relays, PQM meters, relays transformers, station battery bank, breaker test cabinet and LED indication bulbs. The estimated cost to perform the preventative maintenance by Dashiell Field Services is $48,422.00.

Funding Source: Boomerang Reserve Account

Staff Recommendation: Staff recommends approval of the resolution authorizing an expenditure of $83,706.00 from the Boomerang Reserve Account.

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS, A HOME RULE MUNICIPALITY EXISTING UNDER THE LAWS OF THE STATE OF TEXAS, AUTHORIZING AN EXPENDITURE FROM THE BOOMERANG RESERVE ACCOUNT TO REPAIR A SWITCH AND PERFORM PREVENTIVE MAINTENANCE AT THE BOOMERANG SUBSTATION

WHEREAS, the existing 138 kV switch motor operator at the Boomerang Substation is not operating properly and needs to be replaced; and

WHEREAS, the estimated cost to replace this switch by Dashiell Field Services is $35,284.00; and

WHEREAS, the Boomerang Substation has not had a comprehensive preventative maintenance evaluation in several years; and

WHEREAS, the proposed preventative maintenance will include the material and manpower to evaluate the 138 kV gas circuit switcher, transformer including oil sampling and testing, 15kV switchgear, incoming bus/surge arrestors 15kV bus, 15 kV breakers, SEL-751 relays, PQM meters, relays transformers, station battery bank, breaker test cabinet, and LED indication bulbs; and

WHEREAS, the estimated cost to perform the preventative maintenance by Dashiell Field Services is $48,422.00; and

WHEREAS, the City Council finds it necessary and appropriate to use funds from the Boomerang Reserve Account to pay for the switch replacement and preventative maintenance at the Boomerang Substation.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Liberty, Texas hereby authorizes the expenditure of $83,706.00 from the Boomerang Reserve Account to pay for the replacement of the switch and the preventative maintenance at the Boomerang Substation.

PASSED AND APPROVED this ____ day of ______________________, 2021.

CITY OF LIBERTY, TEXAS

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Carl Pickett, Mayor

ATTEST:

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April Gilliland, City Secretary