



The City of Liberty
City Council
Regular Meeting
~ Agenda ~

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

Dianne Tidwell
City Secretary
(936) 336-3684

Tuesday, March 12, 2019

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 Pro Tem Diane Huddleston	☐	☐	☐	
Councilperson Dennis Beasley	☐	☐	☐	
Councilperson Libby Simonson	☐	☐	☐	
Councilperson David Arnold	☐	☐	☐	
Councilperson Chipper Smith	☐	☐	☐	

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. 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.

V. PRESENTATIONS / REPORTS

A. Information Item (ID # 4375)

City Manager's Report - City Projects & Activities - City Mgr. T. Warner

- City Manager's Report March 2019 (DOCX)

B. Information Item (ID # 4376)

Finance Report - Finance Director - N. Herrington

C. Information Item (ID # 4377)

Department Reports - Monthly Dept. Activities

- Dept. Reports (PDF)

D. Information Item (ID # 4378)

Sam Rayburn Municipal Power Agency - Agency Activities - Mayor Pickett

E. Information Item (ID # 4379)

Mayor, Council and Staff Comments

VI. CONSENT AGENDA

All consent items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, and if such a request is made, the item will be removed from the Consent Agenda and considered in a normal sequence on the agenda.

A. Minutes Approval

1. Tuesday, February 12, 2019

B. Council Action (ID # 4385)

Consider approval of the designation of certain vehicles and equipment as surplus property.

- ONLINE AUCTION ITEMS (DOCX)

VII. REGULAR AGENDA**A. Regular Session****1. Public Hearing (ID # 4380)**

Public Hearing on the proposed annexation of certain territory adjacent to 2018 Annexation Tract 9 and described as all or parts of Property ID Numbers, 201314, 19349, 109682, 109686, 19340, 19344, 19436, 19442, 19443, 115545, and 113289, in Liberty County, Texas.

- Annexation-PH Notice (PDF)

2. Information Item (ID # 4381)

Presentation of Containerized Waste Project Overview and Survey Results by Frontier Waste Solutions.

3. Ordinance 2019-7

CONSIDER ADOPTION OF AN ORDINANCE AMENDING ORDINANCE 906, AS PREVIOUSLY AMENDED, EXPANDING THE AREA WITHIN THE CITY IN WHICH MANUFACTURED HOMES ARE RESTRICTED; PROVIDING FOR AN EFFECTIVE DATE; AND DISPENSING WITH THE REQUIREMENT OF SECTION 3.10 OF THE HOME RULE CHARTER THAT THIS ORDINANCE BE READ ON TWO SEPARATE DAYS.

- Map - No Manufactured Home Area (PDF)

4. Ordinance (ID # 4389)

CONSIDER ADOPTION OF AN ORDINANCE AMENDING CHAPTER 12.07 OF THE CODE OF ORDINANCES, REGULATING THE PARKING OF BOATS, CAMPERS, LARGE VEHICLES, MOTOR HOMES, RECREATIONAL VEHICLES, AND TRAILERS; PROVIDING FOR A PENALTY FOR VIOLATIONS; PROVIDING FOR AN EFFECTIVE DATE; AND

DISPENSING WITH THE REQUIREMENT OF SECTION 3.10 OF THE HOME RULE CHARTER THAT THIS ORDINANCE BE READ ON TWO SEPARATE DAYS.

- Truck Classifications (PDF)

5. Council Action (ID # 4382)

Consider award of a proposal for Electric System Operations and Maintenance Services.

6. Council Action (ID # 4383)

Consider approval of a contract for the purchase of materials for maintenance of the Electric System.

7. Council Action (ID # 4384)

Consider approval of a contract with Uretex Gulf Coast for storm sewer pipe repair at Main "A" and Travis Street.

8. Council Action (ID # 4390)

Consider approval of an Election Services Contract with the Liberty County Clerk for conduct of the May 4, 2019 General and Special Elections.

- ELECTION SERVICES CONTRACT 2019 (DOCX)

9. Council Action (ID # 4391)

Consider approval of a Joint Election Agreement between the City of Liberty and the City of Ames.

- Joint Election Agreement (DOCX)

10. Council Action (ID # 4387)

Consider appointments to the 2019 Charter Review Commission.

B. Executive Session

Government Code §551.071

Private Consultation with Attorney.

To seek advice regarding contemplated / pending litigation.

C. Reconvene into Regular Session

1. Council Action (ID # 4388)

Consider and take action, if any, on contemplated / pending litigation regarding the Humphreys Cultural Center, as discussed in the Executive Session.

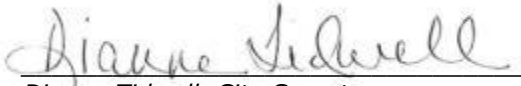
2. Council Action (ID # 4392)

Consider and take action, if any, on the addition of a Deputy Court Clerk in the FY 2019 Municipal Court Budget, as discussed in the Executive Session.

VIII. 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 8th day of March, 2019 at 4:00 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.


Dianne Tidwell, 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 _____, 2019.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

5.A

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Reports

INFORMATION ITEM (ID # 4375)

DOC ID: 4375

Subject: City Manager Report

Background: This agenda item affords the City Manager the opportunity to update the Council and public on current and future City projects, activities and other items related to City business.

Memo

To: Mayor & City Council

From: Tom Warner, City Manager

Date: March 12, 2019

Re: City Manager Report

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1. The 34th Annual Liberty Jubilee will be held on Friday, March 22nd from noon to midnight and March 23rd from 9:00 a.m. to 6:00 p.m. The Friday night Street Dance opening performer is Mason Lively and the featured performer is Stoney Larue. In addition to the craft and food vendors, BBQ cookoff, carnival, animal shows and rides, book and bake sale and public awareness vendors, there will be two new attractions. The new attractions include a gaming trailer and laser tag.
 2. The Liberty County Long Term Recovery Committee (LTRC) has been organized to help residents from Liberty County that have not fully recovered from the affects recent disasters. If you are aware of any individual that has unmet need and requires assistance they may contact the LTRC through the Liberty County Extension Service.
 3. The next TML Region 16 Meeting is scheduled for Thursday March 21, 2019, in Vidor. The guest speakers are TML President Elect Eddie Daffern, CMO, City of Staples and JJ Rocha, TML Legislative Liaison. Please contact Dianne Tidwell if you are interested in attending. They asked that we RSVP by March 15, 2019.
 4. The Engineer performing the Utility Rate Study is nearing completion of the final report. It is anticipated results of the study will be presented to City Council during the April 9th City Council Meeting.
 5. The 3rd Annual Liberty Rotary Club Chili Cook-Off is April 13, 2019, on Travis Street between Liberty City Hall and the County Courthouse. Cook-Off Sponsorships as well as Chili Team Entry Forms are available by contacting any Liberty Rotary Club Member.
 6. The contracted work on Main A is considered substantially complete. The contractor began removal of the coffer dam and has removed approximately 13 sheet piles. The replacement of the barrier wall on top of the levee will occur after the sheet piling is removed and the crane is no longer needed.
 7. The wastewater project is also progressing but has also been slowed due to the weather. The contractor has halted the micro-tunneling for the sewer line on Hwy 90, is continuing

Attachment: City Manager's Report March 2019 (4375 : City Manager's Report)

refurbish the McGuire lift station, install the remaining manholes and install the sewer line behind the middle and high schools.

8. The property for the water well, tower pump station and ground storage tank has been acquired. The environmental assessment has been completed and the proposed layout for the site is currently being reviewed by the United States Corp of Engineers to ensure that the adjacent wetlands are not impacted. The engineer for the project is continuing the design for the various elements.
9. The Holly Street storm sewer plans have been completed and the project was let for bidding on March 7, 2019. Bid will be opened on March 26, 2019.
10. The following is a status of the current Electric Projects:

<u>Project</u>	<u>Complete</u>
a. Pine Place Subdivision	45%
b. Featherstone Subdivision	44%
c. Whittington Subdivision	76%
d. Live Front Transformer	0%
e. Beaumont #3 Lateral	36%
f. UG Primary	4%
g. OH Transformer Platform	23%
h. Regency Place	42%
i. Travis Park	68%
j. UG Street Lighting	17%



The City of Liberty

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5.B

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Reports

INFORMATION ITEM (ID # 4376)

DOC ID: 4376

Subject: Finance Report

Background: This agenda item affords the Finance Director an opportunity to report on the financial activities and position of the City, to include revenues, liabilities, assets, and other financial information.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

5.C

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Reports

INFORMATION ITEM (ID # 4377)

DOC ID: 4377

Subject: Department Reports

Background: Attached are reports compiled by various City departments regarding facts about projects, situations and activities of the individual department. These reports are submitted on a monthly basis.

All Departments Weekly Activity Report

Month Of: February 1 to February 28, 2019

Department: Fire Department Report Prepared By: Misty Dulaney

FULL: (All Authorized Filled) YES NO
 If No, Why Not? Sick Vacancy Vacation

Explain:

Accomplishments For Last Week:

- 1.)

- 2.)

- 3.)

- 4.)

- 5.)

- 6.)

Goals For Upcoming Week:

- 1.)

- 2.)

- 3.)

- 4.)

- 5.)

- 6.)

Repairs Completed: Potholes: Water: Sewer:

Number Of Runs: (Fire Only) In Town 27 Mutual Aid 1

Number Of Runs: (EMS Only) 911 Calls 105 Mutual Aid 14
 Transfers-Out of Town 55 Transfers-In Town 9 Dialysis 24

Other Information:

Total of payments that have been received at the Fire Department for EMS is: \$41,040.56

6

EMS Payments received at Fire Department: Year to Date (fiscal): \$243,029.96

Year to Date (calendar): \$607,113.88

Attachment: Dept. Reports (4377 : Department Reports)

CITY OF LIBERTY INSPECTION PERMITTING MONTHLY REPORT

	<u>REVENUE</u>	<u>MONTH</u>	<u>2019 YEAR TO</u> <u>DATE</u>	<u>MONTH OF</u> <u>2018</u>	<u>2018 YEAR TO</u> <u>DATE</u>
1	<u>PERMIT REVENUE</u>	<u>\$1,250.00</u>	<u>\$6,156.00</u>	<u>\$2,381.00</u>	<u>\$5,376.00</u>
2	<u>TAP FEES</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
3	<u>ALL LICENSE FEES</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
4	<u>OCCUPATIONAL LICENSE</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
5	<u>SOLICITOR'S PRMTITS</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
6	<u>OUTDOOR SALES</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

TOTAL	<u>\$1,250.00</u>	<u>\$6,156.00</u>	<u>\$2,381.00</u>	<u>\$5,376.00</u>
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ACTIVITIES

1	<u>PERMITS ISSUED</u>	<u>18</u>	<u>33</u>	<u>34</u>	<u>72</u>
2	<u>PLAN REVIEWS</u>	<u>4</u>	<u>8</u>		<u>NOT TRACKED</u>
3	<u>INSPECTIONS</u>	<u>35</u>	<u>50</u>	<u>86</u>	<u>193</u>
4	<u>C OF O'S ISSUED</u>	<u>2</u>	<u>18</u>	<u>NOT TRACKED</u>	<u>NOT TRACKED</u>
5	<u>ADDRESSES ISSUED</u>	<u>1</u>	<u>1</u>	<u>NOT TRACKED</u>	<u>NOT TRACKED</u>
6	<u>DANGEROUS BUILDINGS</u>	<u>0</u>	<u>4</u>	<u>NOT TRACKED</u>	<u>NOT TRACKED</u>
7	<u>DEBRIS VIOLATIONS</u>	<u>1</u>	<u>2</u>	<u>NOT TRACKED</u>	<u>NOT TRACKED</u>
8	<u>JUNK VEHICLE VIOLATIONS</u>	<u>9</u>	<u>13</u>	<u>NOT TRACKED</u>	<u>NOT TRACKED</u>
9	<u>VEGETATION VIOLATIONS</u>	<u>1</u>	<u>3</u>	<u>NOT TRACKED</u>	<u>NOT TRACKED</u>
10	<u>UNSAFE/UNSANITARY</u>	<u>1</u>	<u>3</u>	<u>NOT TRACKED</u>	<u>NOT TRACKED</u>
11	<u>RV VIOLATIONS</u>	<u>5</u>	<u>8</u>	<u>NOT TRACKED</u>	<u>NOT TRACKED</u>
12	<u>BANDIT SIGNS</u>	<u>51</u>	<u>124</u>	<u>NOT TRACKED</u>	<u>NOT TRACKED</u>
13					

TOTAL	<u>128</u>	<u>267</u>	<u>120</u>	<u>265</u>
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SPECIAL PROJECTS

CREAT MANUAL FILING SYSTEM FOR BACK FLOW INSTALLATION AND

- 1 TESTING PAPERWORK AND ADD ELECTRONIC BACK UP. (TCEQ
REQUIREMENT) 50% COMPLETE

2

CREATE MANUAL FILING SYSTEM FOR PUMPED GREASE MANIFEST AND
ELECTRONIC BACK UP. (TCEQ REQUIREMENT) 50% COMPLETE

- 3 CONTINUE TO WORK ON COMPARING PERMIT COST FROM OTHER
CITIES CLOSE TO THE SIZE OF LIBERTY. 40% COMPLETE

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Attachment: Dept. Reports (4377 : Department Reports)

CITY OF LIBERTY CODE ENFORCEMENT CASE NUMBERS 2019

CASE NUMBER	DATE	LOCATION	VIOLATION	ABATEMENT		
				OWNER	CITY	DATE
XXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX			
19-001	1/1/19	1516 SAM HOUSTON	DANGEROUS BUILDING-			
19-002	1/1/19	228 CARTER	DANGEROUS BUILDING			
19-003	1/1/19	604 CONFEDERATE	DANGEROUS BUILDING			
19-004	1/1/19	333 HWY 90 WEST	RV VIOLATION-Sec. 3.08.116			
19-005	1/1/19	100 BLOCK OLD RIVER ROAD	RV VIOLATION-Sec. 3.08.116	X		2/4/19
19-006	1/4/19	TEXAS AND CORNELL	JUNK RV VIOLATION IN ROW	X		1/8/19
19-007	1/4/19	2755 CORNELL	VEGETATION- Sec. 6.03.001b.			
19-008	1/4/19	1834 N. SAN JACINTO	NO ELECTRIC OR WATER-IPMC Sec			
19-009	1/14/19	517 BOWIE	VEGETATION- Sec. 6.03.001b			
19-010	1/22/19	64 NAVAGATION	RUBBISH AND DEBRIS SEC 6.03.001			
19-011	1/22/19	2720 COS	DEMO DEBRIS			
19-012		2720 COS	JUNK VEHICLE IN ROW	X		1/25/19
19-013	1/23/19	3018 NEYMAN	JUNK VEHICLE IN ROW	X		1/29/19
19-014	1/31/19	109 GLENN (PID 16879)	DANGEROUS BUILDING			
19-015	1/31/19	109 GLENN (PID 16879)	RV VIOLATION-Sec. 3.08.116			
19-016	1/31/19	109 GLENN (PID 16879)	RUBBISH AND DEBRIS SEC 6.03.001			
19-017	1/31/19	109 GLENN (PID 16879)	NO ELECTRIC OR WATER-IPMC Sec			
19-018	1/31/19	109 GLENN (PID 16879)	JUNK VEHICLE IN ROW	X		2/4/19
19-019	1/31/19	113 GLENN	NO ELECTRIC OR WATER-IPMC Sec			
19-020	1/31/19	113 GLENN	RV VIOLATION-Sec. 3.08.116			
19-021	2/4/19	159 VALLEY	JUNK VEHICLE	X		2/6/19
19-022	2/14/19	LUCKY	RV VIOLATION-Sec. 3.08.116			
19-023	2/14/19	LUCKY	RV VIOLATION-Sec. 3.08.116			
19-024	2/14/19	LUCKY	RV VIOLATION-Sec. 3.08.116			
19-025	2/14/19	LUCKY	RV VIOLATION-Sec. 3.08.116			
19-026	2/22/19	917 SAM HOUSTON	JUNK VEHICLE IN ROW	X		2/26/19
19-027	2/22/19	1000 JARRETT	JUNK VEHICLE IN ROW		X	2/26/19
19-028	2/26/19	TENNESSE & FRANKLIN	JUNK VEHICLE IN ROW	X		2/28/19
19-029	2/26/19	WASHINGTON & CARTER	JUNK VEHICLE IN ROW		X	2/28/19
19-030	2/26/19	2713 CORNELL	JUNK VEHICLE 1			
19-031	2/26/19	2713 CORNELL	JUNK VEHICLE 2			
19-032	2/27/19	901 DR. MLK	RUBBISH AND DEBRIS SEC 6.03.001			
19-033	2/27/19	901 DR. MLK	VEGETATION-Sec 6.03.001b			
19-034	3/4/19	2228 CENTINNIAL	JUNK VEHICLE IN ROW			
19-035	3/6/19	2908 NORTH MAIN	SUBSTANDARD BUILDING			
19-036	3/7/19	1800 BLOCK MAGNOLIA	JUNK VEHICLE IN ROW			
19-037						

Attachment: Dept. Reports (4377 : Department Reports)

Liberty Municipal Library February 2019 Report

Texas Elite Electrical has installed new wiring, a new electrical panel for the Cultural Center's lighting, and an easier-to-reach timer in an upstairs electrical room. Custodian Mike Kaiser will no longer have to find a chair to stand on when the outside lights timer needs to be changed. The new wiring not only fixed three of the lights that had been malfunctioning in the adult side of the library, but it also fixed the special lighting along the perimeter of the book ceiling, for which we are thrilled. The giant book looks beautiful again.

February had the usual AC unit problems. AC unit 2 went out due to a malfunctioning belt that had twisted and caused the unit to shut down. Mike replaced the belt and hopefully it will be a while before any more belts have problems. AC unit 1 developed another leak. The leak catch tray that Mike had previously created leaked through an unsealed side. The problem has been fixed.

Climatec is installing a new AC control system that will replace our existing Johnson Controls. The new software is said to be much more user-friendly than Johnson Controls. We are looking forward to having greater access to the controls and a better understanding of what is going on with the ACs.

It is time to renew our Junior Library Guild purchasing agreement. We are planning some additional purchasing categories and the Friends of the Library have approved increasing the funding they provide to pay for the changes.

It would be an uneventful month if we didn't have a patron problem to report. This time a patron was very upset over several duplicated pages printed from one of the teen computers. The adult patron yelled and threw things before the staff could arrive to help. The patron was calmed down, but staff was notified that it was unacceptable behavior and the police were to be called if the patron caused any more problems. Luckily the patron finished printing and left without further conflict.

Our scanning computer was down for a couple of days this month. Melody Fisher figured out that the computer had an unhealthy amount of static built up and shut the computer down for several hours. The computer is back up and running. The staff lovingly joked with Maggie Valera about her high levels of static frying the computer.

It was a great and very busy day at the library on Valentine's Day. Gigi Van Deventer brought her Great Beginnings classes' very creative Valentine's Day boxes for display, and later the library held its Valentine's Day party. The children played games, made crafts, and as they were leaving both the children and parents took turns playing hopscotch. The party was a success and everyone had an enjoyable time.

The city is upgrading its system for tracking employee hours. The library and several other departments have opted to use time clocks. A wall mount for the time clock has been installed, staff members have received their official City badges, and we are anxious to see how this new system will work.

Dana Abshier has been by a couple of times this month with staff showing her what has been done in her absence. Dana was finally released by her doctor and is easing her way back into work. Everyone is excited to have her back home where she belongs.

The last week of the month ended with a little bit of excitement and more mess for Mike to clean up. Our facility is so nice and clean that a homeless man decided to camp out in the restroom. Staff on closing duty at 6 p.m. had to try several times to get the man out so they could lock up for the night. They were told by another patron that the man had been in the restroom stall since 4 p.m. and that he had stuffed clothes under the stall doors to create a barrier. The Valley Players were occupying the theater at library closing time and said they would lend a hand if needed, but the library staff finally convinced the man to leave. We would like to thank our very dedicated staff that night, Gail Williamson, Maggie Varela, and Becca Daniel, for getting the man to leave with no fuss.

Attachment: Dept. Reports (4377 : Department Reports)

Liberty Municipal Library February 2019 Monthly Report

	This Month	Last Year	FY to Date
Circulation:			
Adult Print Materials Circulation	1,091	1,024	5,691
Juvenile Print Materials Circulation	1,360	1,585	7,305
Periodicals	19	14	112
Young Adult Print Materials Circulation	207	109	774
Adult & YA E-book Circulation	254	212	1,210
Adult & YA Audiobook/Video Circulation	78	30	407
Juvenile E-book Circulation	6	11	110
Juvenile Audiobook Circulation	4	4	50
Spanish Materials Circulation	25	13	178
Projectors	0	1	6
Read-alongs	1	15	20
DVDs	701	308	2,619
Audiobooks & Music CDs	48	46	294
Video Tapes in English	153	74	497
Video Tapes & DVDs in Spanish	0	0	6
ILLs Received from Other Libraries		1	14
ILLs Provided to Other Libraries		7	29
Total Adult & YA Circulation All Formats	2,576	1,831	11,953
Total Juvenile Circulation All Formats	1,371	1,615	7,485
Total Circulation All Formats	3,947	3,446	19,438
Reference Services:			
In-house Reference	144	87	712

Telephone Reference	110	168	631
Public Computer Assistance	114	181	597
	This Month	Last Year	FY to Date
Collection Statistics:			
Volumes Added to Collection	156	152	855
Volumes Removed from Collection	1,396	27	3,200
Total Volumes in Collection	51,270	52,637	51,270
Titles Added to Collection	87	83	563
Titles Removed from Collection	171	22	1,051
Total Titles in Collection	61,025	59,491	61,025
Cataloging:			
Books Cataloged	72	81	465
DVDs Cataloged	9	0	21
Audiobooks & Music CDs Cataloged	0	0	1
Periodicals Cataloged	75	68	344
Building Use/Programs/Public Relations:			
Meeting Room/Pavilion Use	11	12	25
Story Time Programs	4	4	20
Story Time Attendance	70	53	219
Misc. Children's Programs/Tours	1	1	3
Misc. Children's Programs/Tours Attendance	45	43	270
Young Adult Programs	0	0	1
Young Adult Attendance	0	0	7
Adult Programs	5	6	24

Adult Programs Attendance	36	43	205
Speaking Engagements	1	1	4
Total Programs	11	11	52
Total Attendance All Programs	151	139	701
Patron Count/Volunteers:			
New In-City Patrons	19	29	71
	Last Year	This Month	Last Year
			FY to Date
In-City Cards Renewed	22	20	86
In-City Cards Deleted	0	1	4
Total In-City Patrons	7,568	7,298	7,568
New Out-of-City Patrons	36	32	188
Out-of-City Cards Renewed	27	39	120
Out-of-City Cards Deleted	0	0	6
Total Out-of-City Patrons	6,721	6,091	6,721
New E-Book Users	3	3	27
Tex Share Cards Issued	0	0	0
Total Volunteers	6	3	22
Total Volunteer Hours	12.50	7.50	63.00
Traffic Count	2,770	2,647	13,905
Public Use Technology:			
Wireless Users	43	45	241
New Computer Users	55	63	245
Deleted Computer Users	0	0	0
Public Computers Users This Month	442	575	2,268

Hours of Patron Computer Use	332	555	1,802
Website Sessions: Ploud, Online Catalog	2,587	621	11,223
Website Users	316	NA	1,340
Social Media Sessions: Facebook	105	NA	420
Social Media Users	72	NA	403

Liberty Municipal Library Volunteer Report for the Month of February 2019																													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	Total
Name of volunteer																													
Arceneaux, Val														1															1
Cash, Terry															2							2.5							4.5
Davis, Beverly																													0
Harbour, Cathy														1															1
Paws 4 Love																													0
Pickett, Sandy														2															2
Rogers, Ann																													0
Sundgren, Gary														2															2
Sundgren, Stacey														2															2
Whittington, Nell																													0
																													0
Total for month																													12.5

YEARLY ACTIVITY REPORT FOR 2017													
ACTIVITY	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL PER ACTIVITY
CALLS FOR SERVICE	1606	1515	1729	1583	1651	1728	1873	1781	1625	1426	1446	1474	19437
OFFENSES REPORTED	83	75	75	62	91	93	72	35	86	77	84	48	881
OFFENSES CLEARED	24	22	22	17	28	19	11	10	6	18	10	6	193
OFFENSES EXCEPTIONALLY CLEARED	89	91	91	92	92	94	96	96	0	98	98	98	1035
TRAFFIC CITATIONS	149	176	138	179	187	135	192	205	158	128	61	39	1747
TRAFFIC ACCIDENTS	25	22	22	32	38	34	31	17	34	36	33	37	361
WARNING TICKETS	51	53	99	68	127	242	254	246	457	196	123	208	2124
ARRESTS	29	23	34	37	35	45	26	36	31	40	31	22	389
ANIMALS HANDLED	76	100	131	115	166	132	125	121	86	111	65	106	1334
ALARM CALLS	63	57	75	68	78	76	90	102	113	77	63	61	923
GARAGE/YARD SALES	0	0	1	0	2	0	0	1	0	0	1	0	2
YEARLY ACTIVITY REPORT FOR 2018													
ACTIVITY	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL PER ACTIVITY
CALLS FOR SERVICE	1608	1141	1560	1433	1290	1560	1679	1657	1508	1553	1521	1627	18137
OFFENSES REPORTED	74	53	62	52	50	60	72	63	68	52	69	66	741
OFFENSES CLEARED	35	9	6	9	8	11	10	11	15	11	21	15	161
OFFENSES EXCEPTIONALLY CLEARED	100	103	0	0	103	0	0	0	1	1	3	3	314
TRAFFIC CITATIONS	50	191	104	76	61	63	66	68	65	59	62	51	916
TRAFFIC ACCIDENTS	25	23	26	34	33	35	27	26	23	45	26	38	361
WARNING TICKETS	224	176	194	259	237	196	136	133	117	105	86	131	1994
ARRESTS	29	20	34	12	12	23	19	28	34	16	31	45	303
ANIMALS HANDLED	66	64	79	94	191	131	54	91	85	93	79	67	1094
ALARM CALLS	63	44	52	62	61	99	58	64	57	67	86	80	793
GARAGE/YARD SALES	0	0	0	0	0	0	0	0	0	1	0	0	1
YEARLY ACTIVITY REPORT FOR 2019													
ACTIVITY	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL PER ACTIVITY
CALLS FOR SERVICE	1593	1421											3014
OFFENSES REPORTED	75	66											141
OFFENSES CLEARED	17	12											29
OFFENSES EXCEPTIONALLY CLEARED	2	2											4
TRAFFIC CITATIONS	61	57											118
TRAFFIC ACCIDENTS	30	27											57
WARNING TICKETS	146	125											271
ARRESTS	43	22											65
ANIMALS HANDLED	52	39											91
ALARM CALLS	54	69											123
GARAGE/YARD SALES	0	0											0

Attachment: Dept. Reports (4377 : Department Reports)

City of Liberty
Public Works
Street Department
Monthly Report
February 2019

Streets:

Graded:		Miles
Swept:	42	Hours
Street cut repairs:	3	Each
Curb & Gutter Repair:		Feet

Drainage:

Ditch Cleaning:	1,225	Feet
Culvert Installation:		Feet
Catch Basin/inlets cleaned:	742	Each
Levee Inspection:	yes	
Flap gate Debris Removal:		

Spraying:

Herbicide:	Gallons
Mosquito:	Miles

Signs:

Installed	Each
Repaired/Replaced	2 Each

- Notes:
- Swept streets
- Patched around town
- Trimmed limbs around stop signs
- Replaced stop sign and post at Main and MLK
- Cleaned ditch on Cypress
- Opened flap gates at Main B and cleaned bar screens
- Repaired storm drain on Trinity
- Cut street on Kay for repair
- Cleaned all of Main B with a Skid Steer loader
- Cleaned out storm drain on Marshal and Heights
- Hauled and spread old material on the sides of Port Rd.
- Put GS 100 of edges of MLK
- Repaired street cuts
- Cleaned inlets
- Helped Avon work on Gradall and Sweeper
- Attended a pipe line class
- Picked up trash on Lucky St with knuckle boom
- Picked up trash at the boat ramp
- Replaced sign post at Grand and Gulf
- Checked flood pumps every Monday
- Checked levee at first of month
- Helped Elect dept. with removing a tree

WATER/WASTEWATER DEPARTMENT
MONTHLY ACTIVITY

FOR THE MONTH OF FEBRUARY 2019

REPAIRS COMPLETED

2 Water Line Repairs
2 Sewer Line Repairs

WORK COMPLETED

0 Manhole Repairs
5 Sewer Stoppage
30 Meter Repair
12 Radio Replacement
0 Water Taps
1 Sewer Taps
3 Customer Problems
50 Marked Lines
50 Texas 811 Lines Locates
0 Meter Boxes Replaced
0 Meter Lids Replaced
1 Cleanouts Replaced/Installed
0 Pulled Meters
30 Customer Requested Turn On
30 Customer Requested Turn Off
18 Cut Off Service
57 Rechecks

LINE MAINTENANCE (VACCON TRUCK)

15 Hours
7,000 Feet of Sewer Line
0 Manholes Cleaned

LIFTSTATION MAINTENANCE

twice weekly Liftstations Checked Each Day
Daily Water Wells Checked Each Day
10 Water Samples Taken
40 Samples for Monthly Monitoring
Chlorine Report

Misc: PULLED METERS - 3, RADIO LOP - 2, REPLACE WIRE 9,
RADIO REPLACE - 12, REPLACE METERS - 22, PROGRAM METERS
33, INSTALLED METER - 1
AMES & HARDIN READINGS DAILY

REPORT PREPARED BY: [Signature]

Attachment: Dept. Reports (4377 : Department Reports)



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

5.D

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Reports

INFORMATION ITEM (ID # 4378)

DOC ID: 4378

Subject: SRMPA Report

Background: The Sam Rayburn Municipal Power Agency supplies the wholesale electrical energy needs of the member cities of Liberty, Jasper and Livingston. Mayor Pickett is the President of the Sam Rayburn Municipal Power Agency and desires to provide the Council and the public with updates on the Agency's projects and activities.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

5.E

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Reports

INFORMATION ITEM (ID # 4379)

DOC ID: 4379

Subject: Mayor, Council and Staff Comments

Background: This agenda item relates to expressions of thanks, congratulations or condolence; information regarding holiday schedules; honorary recognitions of City officials, employees or other citizens; reminders about upcoming events organized or sponsored by the City or other entity, that is scheduled to be attended by City officials or employees, inquiry of staff regarding specific factual information or existing policies.



The City of Liberty City Council

Regular Meeting

~ Minutes ~

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

Dianne Tidwell
City Secretary
(936) 336-3684

Tuesday, February 12, 2019

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

The meeting was called to order on February 12, 2019 at the City Council Chambers, 1829 Sam Houston Liberty, TX at 6:02 PM by Mayor Carl Pickett.

Attendee Name	Title	Status	Arrived
Carl Pickett	Mayor	Present	
Diane Huddleston	Mayor Pro Tem	Present	
Dennis Beasley	Councilperson	Present	
Libby Simonson	Councilperson	Present	
David Arnold	Councilperson	Present	
Chipper Smith	Councilperson	Present	
Tom Warner	City Manager	Present	
Dianne Tidwell	City Secretary	Present	
Brandon Davis	City Attorney	Present	

II. INVOCATION

The Invocation was given by City of Liberty resident Mike Spears, First United Methodist Church.

III. PLEDGE OF ALLEGIANCE

The pledge to the American and Texas flags was led by members of Liberty Boy Scout Troop #56.

IV. 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.

Mayor Pickett welcomed guests and visitors, opening the floor for public comment to those individuals wishing to address the Council. There were no comments from the audience.

Minutes Acceptance: Minutes of Feb 12, 2019 6:00 PM (Minutes Approval)

V. PRESENTATIONS / REPORTS**A. Information Item (ID # 4362)**

City Manager's Report - City Projects & Activities - City Mgr. T. Warner

COMMENTS - Current Meeting:

City Manager Tom Warner reported on various City activities, projects and events:

- Retirement Party for retiring Sgt. Frank Longoria, Liberty Police Dept., will be held on February 14, in the Liberty Center.
- Houston-Galveston Area Council held a public hearing, in the Liberty Center, on January 29 in regard to the 2045 Regional Transportation Plan.
- Sanitary sewer improvements on Layl Drive and Avenues C-H have been completed.
- Frontier Waste (LT's) has received favorable responses to the pilot program for automated collection services. A report will be made to City Council in the near future.
- Property for a water well, tower pump station and ground storage tank has been acquired.
- A demolition permit for 1021 N. Main has been issued. This location is the former HEB and Thrifty Store.
- Other projects were discussed.

ATTACHMENTS:

- City Manager's Report February 2019 (DOCX)
- Entergy Groundbreaking Ceremony (PDF)
- HGAC 2045 RTP (PDF)

B. Information Item (ID # 4363)

Department Reports - Monthly Dept. Activities

COMMENTS - Current Meeting:

There were no comments.

ATTACHMENTS:

- Department Reports (PDF)

C. Information Item (ID # 4364)

Sam Rayburn Municipal Power Agency - Agency Activities - Mayor Pickett

COMMENTS - Current Meeting:

Mayor Pickett, President of the Sam Rayburn Municipal Power Agency, stated there was no immediate business to report.

D. Information Item (ID # 4365)

Mayor, Council and Staff Comments

COMMENTS - Current Meeting:

City Secretary Dianne Tidwell reported to Council on two events:

- upcoming Texas Municipal League Elected Officials' Conference in San Marcos
- the Texas Municipal League Institute, in which elected officials are recognized for continuing professional development.

VI. CONSENT AGENDA

All consent items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, and if such a request is made, the item will be removed from the Consent Agenda and considered in a normal sequence on the agenda.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dennis Beasley, Councilperson
SECONDER:	Diane Huddleston, Mayor Pro Tem
AYES:	Pickett, Huddleston, Beasley, Simonson, Arnold, Smith

A. Minutes Approval

1. Tuesday, January 08, 2019
2. Friday, January 18, 2019
3. Tuesday, January 22, 2019
4. Tuesday, January 22, 2019

VII. REGULAR AGENDA**A. Regular Session****1. Resolution 2019-4**

CONSIDER APPROVAL OF A RESOLUTION DECLARING THE INTENTION OF THE CITY OF LIBERTY, TEXAS, TO ANNEX CERTAIN TERRITORY ADJACENT TO 2018 ANNEXATION TRACT 9, AND DESCRIBED AS ALL OR PARTS OF PROPERTY ID NUMBERS, 201314, 19349, 109682, 109686, 19340, 19344, 19436, 19442, 19443, 115545, and 113289, IN LIBERTY COUNTY, TEXAS; SETTING THE DATES, TIMES, AND PLACES FOR TWO PUBLIC HEARINGS AT WHICH ALL INTERESTED PARTIES SHALL HAVE AN OPPORTUNITY TO BE HEARD; PROVIDING FOR PUBLICATION OF NOTICES OF SUCH PUBLIC HEARINGS; AND DIRECTING PREPARATION OF A MUNICIPAL SERVICE PLAN FOR THE TERRITORY PROPOSED TO BE ANNEXED.

COMMENTS - Current Meeting:

Mr. Art Pertile, Olson & Olson LLP, addressed the Council regarding the most recent Annexation, Phase 9, and that the related Ordinance must be revised and recorded, due to property ID 19369 having multiple owners and one owner still not having signed the Development Agreement.

Mr. Pertile further discussed the proposed Phase 10 Annexation, properties involved being Moss Bluff Development Corporation, Moss Bluff HUB Partners LP, possibly GC Land LLC, and holding additional discussion on the public hearing dates of March 12 and March 19, 2019. A motion was made to approve the Resolution, as presented.

ATTACHMENTS:

- Annexation-Phase 9 & 10 Presentation (PPTX)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dennis Beasley, Councilperson
SECONDER:	Diane Huddleston, Mayor Pro Tem
AYES:	Pickett, Huddleston, Beasley, Simonson, Arnold, Smith

2. Council Action 2019-10

Consider acceptance of the Annual Audit Report for the Fiscal Year 2017-2018, as presented by Swaim, Brents and Associates.

COMMENTS - Current Meeting:

Lee Ann Brents, Swaim, Brents & Associates, presented the City's Annual Audit for Fiscal Year 2017-2018. Ms. Brents reviewed, in summary, the audit document. Ms. Brents reported on the City's assets, liabilities, net position, and additional related information. There was no management letter contained in this audit report. Ms. Brents commented on the employees' cooperation and willingness to assist the auditors. After lengthy discussion, a motion was made to accept the Audit Report for FY 2017-2018, as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Libby Simonson, Councilperson
SECONDER:	Chipper Smith, Councilperson
AYES:	Pickett, Huddleston, Beasley, Simonson, Arnold, Smith

3. Council Action 2019-11

Consider approval of an Interlocal Agreement between the City of Liberty and Liberty County for the exchange of certain law enforcement related equipment.

COMMENTS - Current Meeting:

City Manager Tom Warner reported that this agreement will allow the Liberty Police Department (LPD) and the Liberty County Sheriff's Department to accomplish an exchange of pepper spray guns and tasers. LPD will take possession of the County's tasers and the County will be accepting the PD's pepper guns.

A motion was made to approve the exchange of equipment between the two law enforcement departments.

ATTACHMENTS:

- Interlocal with County-tasers (DOC)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Libby Simonson, Councilperson
SECONDER:	David Arnold, Councilperson
AYES:	Pickett, Huddleston, Beasley, Simonson, Arnold, Smith

4. Information Item (ID # 4368)

Discussion regarding the parking of commercial vehicles on City streets.

COMMENTS - Current Meeting:

Lengthy discussion was held regarding the regulation of parking commercial vehicles on City streets. Discussed were safety issues, no parking zones, impact on businesses, possible truck routes, cost of truck route signage, and other related issues. Consensus was that an ordinance be prepared for discussion at the next Council Meeting.

5. Information Item (ID # 4369)

Discussion regarding appointments to the 2019 Charter Review Commission.

COMMENTS - Current Meeting:

City Secretary Dianne Tidwell reported that the City Charter requires the appointment of a Charter Review Commission in each odd-numbered year. Discussed were the Commission's term of office, term limits and previous members not eligible to serve again. Appointments to the Commission will be made at the next Council Meeting.

6. Council Action 2019-12

Consider the nomination of two (2) individuals to the Liberty County Early Voting Ballot Board for the May 4, 2019 Elections.

COMMENTS - Current Meeting:

City Secretary Dianne Tidwell reported that the Liberty County Clerk's Office has requested assistance in finding individuals to serve on the County's Early Voting Ballot Board, for the May 4, 2019 Elections. The County Clerk has asked that each entity holding an election, nominate several individuals to this Board, which qualifies ballots by mail and provisional ballots. Once the names have been submitted by the various entities, the County will make the appointments and place the remaining names in reserve to use as alternates.

After brief discussion, a motion was made to nominate Mark Herndon, Farrah Harper, and Mike Spears.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Libby Simonson, Councilperson
SECONDER:	Dennis Beasley, Councilperson
AYES:	Pickett, Huddleston, Beasley, Simonson, Arnold, Smith

7. Ordinance 2019-6

CONSIDER ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS PROVIDING FOR THE AMENDMENT OF THE MASTER FEE SCHEDULE FOR ALL RATES AND FEES CHARGED BY THE CITY OF LIBERTY; PROVIDING FOR REVISIONS TO THE SEMI-ANNUAL FEES RELATED TO THE LIBERTY MUNICIPAL GOLF COURSE; PROVIDING THAT ALL RATES OR SCHEDULES OF RATES CONFLICTING HERewith ARE AMENDED; PROVIDING FOR AN EFFECTIVE DATE; AND DISPENSING WITH THE REQUIREMENT OF SECTION 3.10 OF THE HOME RULE CHARTER THAT ALL ORDINANCES BE READ ON TWO SEPARATE DAYS.

COMMENTS - Current Meeting:

City Manager Tom Warner reported that at the January 22, 2019 Council Meeting, the Master Fee Schedule was amended in regard to annual fees at the Liberty Municipal Golf Course. During the meeting, the Council agreed to allow these fees to be paid on a semi-annual basis. The Ordinance approved, however, did not include the semi-annual fees or the omission of the fee for seniors walking.

A motion was made to adopt the amended Master Fee Schedule to include the semi-annual fees and previous omission of the walking fee for seniors.

ATTACHMENTS:

- Semi-Annual Fees-GC (PDF)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Libby Simonson, Councilperson
SECONDER:	David Arnold, Councilperson
AYES:	Pickett, Huddleston, Beasley, Simonson, Arnold, Smith

8. Resolution 2019-5

CONSIDER A RESOLUTION OF THE CITY COUNCIL OF LIBERTY, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE COMMUNITY DEVELOPMENT FUND; AND AUTHORIZING THE MAYOR AND THE CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICERS AND AUTHORIZED REPRESENTATIVES IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

COMMENTS - Current Meeting:

City Manager Tom Warner reported on the proposed Resolution authorizing submittal of a grant application for housing or infrastructure projects, in low to moderate income areas. Previous Community Development Block Grant funds have been used to rehabilitate sanitary sewer lines on Layl Drive and the related avenues. The proposed funds, if received, will be used to increase the size of water lines serving the citizens on Robbie and Sue Streets. Grant amount is \$350,000, with a local match of \$35,000 to be paid from the Cambridge Funds.

A motion was made to approve the Resolution.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Libby Simonson, Councilperson
SECONDER:	David Arnold, Councilperson
AYES:	Pickett, Huddleston, Beasley, Simonson, Arnold, Smith

B. Executive Session

Government Code §551.071 - Private Consultation with Attorney.
To seek advice regarding contemplated/pending litigation.

At 7:41 p.m., Mayor Pickett closed the open session and opened the Executive Session, as authorized above.

C. Reconvene into Regular Session

At 8:212 p.m., Mayor Pickett closed the Executive Session and reconvened the open meeting.

1. Council Action 2019-13

Consider and take action, if any, on contemplated/pending litigation, as discussed in the Executive Session.

RESULT:	NO ACTION TAKEN
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VIII. ADJOURNMENT**A. Motion To:** Adjourn**COMMENTS - Current Meeting:**

There being no further business before the Council, Mayor Pickett adjourned the meeting at 8:22 p.m.

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Carl Pickett, Mayor

ATTEST:

Dianne Tidwell, City Secretary

Minutes Acceptance: Minutes of Feb 12, 2019 6:00 PM (Minutes Approval)



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

6.B

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Surplus Property

COUNCIL ACTION (ID # 4385)

DOC ID: 4385 A

Subject: Auction

Background: The City is in possession of various vehicles and equipment that are no longer in good working order. The attached list of items to be declared surplus, if approved, will be sold in an online auction, April, 2019. These items will be sold to the highest bidder and the auction will be conducted by Rene Bates Auctioneers, Inc.

Fiscal Impact: The auction is a way for the City to recoup revenue for the sale of these items.

Staff Recommendation: Staff recommends declaring this equipment surplus, in order to hold an online auction.

ITEMS FOR ONLINE AUCTION**(Rene Bates Auctioneers)****APRIL, 2019**

Lot 1	2005 Ford F150	Parks Department
Lot 2	2005 Ford F150	Street Department
Lot 3	2005 Ford F150	Street Department
Lot 4	2009 John Deere 225 EZ Trak Mower	Golf Course
Lot 5	2007 Ford Crown Victoria	Police Department
Lot 6	2005 Ford F150	Animal Control
Lot 7	2011 Ford Crown Victoria	Police Department
Lot 8	2007 Ford Crown Victoria	Police Department
Lot 9	2005 Ford F550 XL Super Duty Truck	Fire Department
Lot 10	Galvanized Boat Trailer with Boat	Fire Department

Attachment: ONLINE AUCTION ITEMS (4385 : Surplus Property)



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.1

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Annexation Issues

PUBLIC HEARING (ID # 4380)

DOC ID: 4380 B

Subject: Annexation

Background: The Texas Local Government Code defines a city's rights and responsibilities regarding properties within its boundaries and the area immediately surrounding its boundaries (extraterritorial jurisdiction). This Code is where cities are given authority to change their boundaries either by annexation or disannexation.

This is the first of two public hearings on this proposed annexation. The second public hearing will be held on Tuesday, March 19 at Noon.

NOTICE OF PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN TO ALL INTERESTED PERSONS, THAT:

The City of Liberty, Texas proposes to institute annexation proceedings to enlarge and extend the boundary limits of said city to include the following described territory, to-wit:

THE FOLLOWING LIBERTY COUNTY PARCEL TRACTS OR PORTIONS OF TRACTS:

201314, 19349, 109682, 109686, 19340, 19344, 19442, 19443, 115545, and 113289 located within Liberty County, Texas.

Two public hearings will be held by and before the City Council of the City of Liberty, Texas at which all interested persons shall have the right and opportunity to appear and be heard upon such proposal to annex the territory described above. The first public hearing shall be held in the City Council Chambers, located at 1829 Sam Houston, Liberty, Texas, 77575 at 6:00 p.m. on Tuesday, March 12, 2019, and the second public hearing shall be held in the City Council Chambers, located at 1829 Sam Houston, Liberty, Texas, 77575 at Noon on Tuesday, March 19, 2019.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.2

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Garabage Issues & Fees

INFORMATION ITEM (ID # 4381)

DOC ID: 4381 A

Subject: Presentation of Containerized Waste Program Survey Results

Background: In August 2018, Frontier Waste began an Automated Containerized Waste Collection Pilot Program in several areas of the City. There are 441 residences located in the pilot program area. After six months of service, Frontier Waste conducted a survey of the pilot program residences to obtain their input on the use of the automated collection system. Frontier Waste will present the results of the survey and a recommended course of action regarding this type of collection

Fiscal Impact: NA

Staff Recommendation: NA



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.3

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Manufactured Homes

ORDINANCE 2019-7

DOC ID: 4393 B

Subject: Expanding the non-manufactured home area.

Background: The City was recently contacted by a developer who owns approximately 340 acres of property generally bounded by Beaumont Avenue on the south, Minglewood Road on the west, Country Club Drive on the east and the Mizell Lake property on the north. The developer has currently received a final plat for 10 acres and is in the process of building a home on one of the lots. Upon completing the construction of homes in this subdivision, the developer has plans to develop another 75-acre tract of property. The developer is requesting the non-manufactured home area be expanded to include his property and the property surrounding his proposed area of development. A copy of the proposed expanded area is enclosed.

Fiscal Impact: NA

Staff Recommendation: Staff recommends approval of the ordinance expanding the non-manufactured home area.

AN ORDINANCE AMENDING ORDINANCE 906, AS PREVIOUSLY AMENDED, EXPANDING THE AREA WITHIN THE CITY IN WHICH MANUFACTURED HOMES ARE RESTRICTED; PROVIDING FOR AN EFFECTIVE DATE; AND DISPENSING WITH THE REQUIREMENT OF SECTION 3.10 OF THE HOME RULE CHARTER THAT THIS ORDINANCE BE READ ON TWO SEPARATE DAYS.

WHEREAS, the City Council of the City of Liberty previously adopted Ordinance 906 restricting the placement of manufactured homes within the City of Liberty; and

WHEREAS, Ordinance 906 has been amended over time to change the areas within the city where manufactured homes are restricted; and

WHEREAS, the City Council of the City of Liberty, Texas, finds it to be in the public interest to amend Ordinance 906 by adding the areas shown in the map, attached hereto, to the manufactured home restricted area.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS:

Section 1: Ordinance 906 shall be amended by adding the property outlined in the map attached hereto as Exhibit A to the manufactured home restricted area. This amendment does not alter the areas previously included in the manufactured home restricted areas that were adopted in Ordinance 906 and amended over time. This ordinance simply expands the manufactured home restricted area to include the area outlined on the map in Exhibit A.

Section 2: That the requirement contained in Section 3.10 of the Home Rule Charter of the City of Liberty, Texas that all ordinances be read on two days is hereby dispensed with.

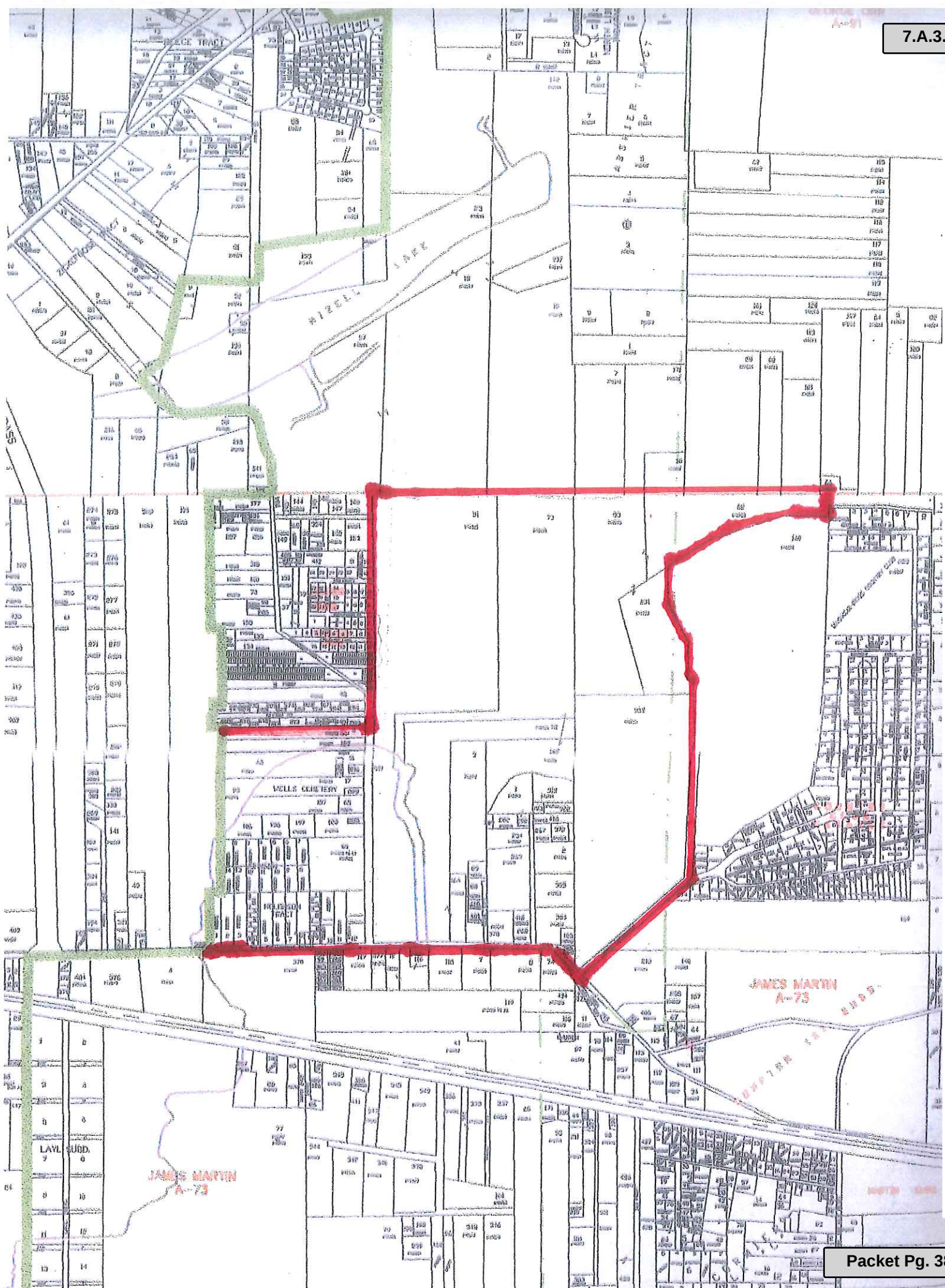
Section 3: This Ordinance shall be in full force and effect from and after the date that it is published in the newspaper on two separate dates.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of
Liberty, this _____ day of _____, 2019.

Carl Pickett, Mayor

ATTEST:

Dianne Tidwell, City Secretary



Attachment: Map - No Manufactured Home Area (ORD-2019-7 : Expansion of No Manufactured Home Zone)



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.4

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Vehicles

ORDINANCE (ID # 4389)

DOC ID: 4389 C

Subject: Parking of boats, campers, large vehicles, recreational vehicles and utility trailers on City streets.

Background: City Council and staff have been contacted by concerned citizens regarding the parking of commercial vehicles on city streets. Most of the concerns deal with the safety aspects of the vehicle not being clearly visible and the width of the streets where these vehicles are parking. Additionally, concerns have been expressed regarding the damage being done to city streets. Sections 12.07.051; 12.07.052 and 12.07.053 in Article 12.07 of the Code of Ordinances currently address only the storage of these type vehicles on City streets. Amending these Sections of the Code by changing storage to parking, were appropriate, would prohibit these vehicles from parking on City streets.

Fiscal Impact: NA

Staff Recommendation: Staff is recommending that these Sections of the Code of Ordinances be amended to prohibit the parking of said vehicles on City Streets.

AN ORDINANCE AMENDING CHAPTER 12.07 OF THE CODE OF ORDINANCES, REGULATING THE PARKING OF BOATS, CAMPERS, LARGE VEHICLES, MOTOR HOMES, RECREATIONAL VEHICLES, AND TRAILERS; PROVIDING FOR A PENALTY FOR VIOLATIONS; PROVIDING FOR AN EFFECTIVE DATE; AND DISPENSING WITH THE REQUIREMENT OF SECTION 3.10 OF THE HOME RULE CHARTER THAT THIS ORDINANCE BE READ ON TWO SEPARATE DAYS.

WHEREAS, large vehicles, boats, campers, motor homes, recreational vehicles, and trailers are occasionally parked on public property, including streets, within the city limits; and

WHEREAS, the City Council of the City of Liberty, Texas, finds it to be in the public interest to regulate the parking of certain vehicles on public property within the city limits.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS:

Section 1: Section 12.07 of the Code of Ordinances of the City of Liberty is amended to read as follows:

Division 2. Parking of Boats, Campers, Large Vehicles, Motor Homes, Recreational Vehicles, and Trailers

Section 12.07.051 Definitions

The following words, terms, and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Alley. A public highway not designed for general travel and used primarily as a means of access to the rear of residences and business establishments.

Boat. Any type of watercraft or vessel used primarily for transportation on the water. The term “boat” shall include, but not be limited to, personal watercraft that uses a motor-powered jet pump as its primary source of motor power designed to be operated by a person sitting, standing, or kneeling on the watercraft.

Camper. A structure designed to be mounted on a pickup or truck chassis and with sufficient equipment to render it suitable for use as a temporary dwelling for recreational use, camping or vacation use.

Large vehicle. Any vehicle that exceeds 26,000 G.V.W.R.

Motor home. A motor vehicle or device primarily designed as temporary living quarters for recreations, camping or travel use.

Recreational vehicle. Any camp trailer, travel trailer or fifth wheel designed to provide temporary living quarters for recreational camping or travel use, constructed with integral wheels to make it mobile and/or towable by a motor vehicle.

Roadway. The portion of a roadway improved, designed or ordinarily used for vehicular travel.

Trailer. A vehicle with or without motive power designed to be drawn by a motor vehicle and to transport persons or property. For the purposes of this Article the term shall include house trailers, pole trailers, and semitrailers, as defined by the Texas Transportation Code, section 541.201, as amended.

Section 12.07.052 Parking

No boats, campers, large vehicles, motor homes, recreational vehicles, or trailers (hereafter collectively referred to as “vehicle or personal property”) may be parked on public property. Public property includes but is not limited to public parks, streets, roads, highways or sidewalks.

Section 12.07.053 Exceptions

The following are exceptions to the regulations set out in Section 12.07.052:

- (1) Boats, campers, Large Vehicles, Motorhomes, Recreational Vehicles, and Trailers may park on public property on a temporary basis for a time period not to exceed two (2) hours at a given time;
- (2) Large vehicles, trailers and equipment owned and operated by, or on behalf of, the City, or any public utility or governmental entity, where the person operating the Large Vehicle, trailer or equipment is engaged in work on behalf of said governmental entity;
- (3) Any authorized emergency vehicle as defined in Texas Transportation Code sec. 541.201, and any amendments thereto, provided such vehicle is conclusively identified;
- (4) Any bus or school bus actively engaged in the receiving or discharging of passengers; and
- (5) Large Motor Vehicles and trailers left at or on an active jobsite as approved by the City Manager or his designee.

Section 12.07.054. Offense and Penalty / Impoundment

- (a) Offense and Penalty. Each day that a person remains in violation of this ordinance shall constitute a separate offense. In the prosecution of an alleged violation of this ordinance no proof of a culpable mental state shall be required. A person who violates this section shall be guilty of a Class C misdemeanor and shall be punished by a fine of \$75.00 for each day or part thereof that the violation occurs. The registered owner of the vehicle and/or the driver is considered the responsible party.
- (b) Notice of intent to impound. Any boat, camper, large vehicle, motor home, recreational vehicle, or trailer (hereafter referred to as “vehicle or personal property” unlawfully parked pursuant to this chapter is subject to impound by the city. Prior to impoundment, the city shall place notice of intent to impound on the vehicle or personal property and on the front door of the two (2) nearest residences giving forty-eight (48) hours’ notice to remove the vehicle or personal property.
- (c) Impoundment. A vehicle or personal property not removed within forty-eight (48) hours after notice of impound is a nuisance and shall be impounded at the direction of the city by a commercial towing company.
- (d) Redemption. Any vehicle or personal property impounded pursuant to this division may be redeemed by the legal or registered owner upon payment of all towing, removal, and storage fees to the towing company.
- (e) Failure to redeem. Any vehicle or personal property impounded pursuant to this division not redeemed within fifteen (15) days of impoundment shall be considered

abandoned. Such abandoned vehicle or personal property may be sold at public auction in accordance with all the provisions and subject to all the conditions of article 18.17 of the Code of Criminal Procedure, as amended.

Section 2: That the requirement contained in Section 3.10 of the Home Rule Charter of the City of Liberty, Texas that all ordinances be read on two days is hereby dispensed with.

Section 3: This Ordinance shall be in full force and effect from and after the date of its passage and after it is published in the official public newspaper of the City of Liberty on two separate occasions.

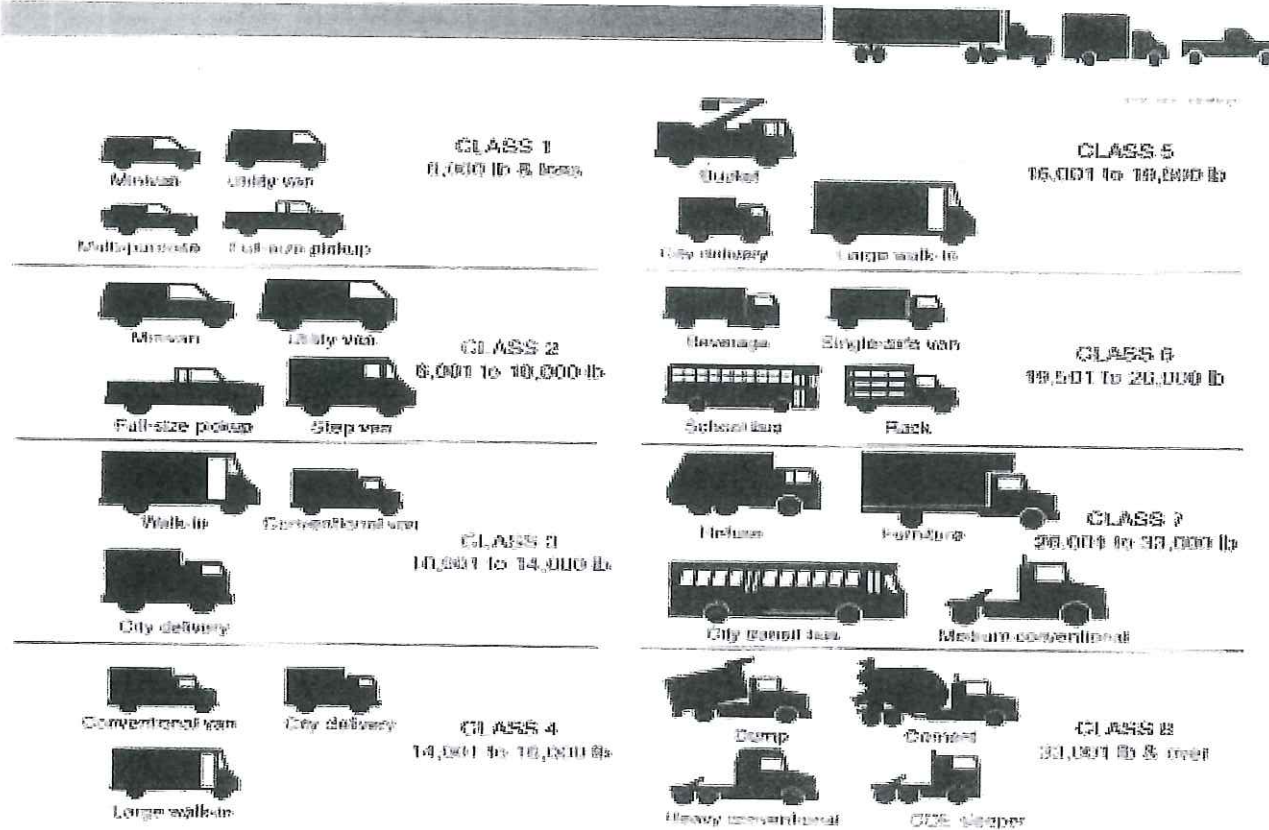
PASSED AND ADOPTED at a regular meeting of the City Council of the City of Liberty, this 12th day of March, 2019.

Carl Pickett, Mayor

ATTEST:

Dianne Tidwell, City Secretary

Truck Classifications





The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.5

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Bids & Proposals

COUNCIL ACTION (ID # 4382)

DOC ID: 4382 A

Subject: Award of proposal for Electric System Operations and Maintenance Services.

Background: On March 1, 2019, five proposals were received for Electric System Operations and Maintenance Services. The successful contractor will supplement City Electric Department employees in the daily operation, maintenance, construction and troubleshooting of the City's electrical system. Of the five proposals received, two did not submit a bid bond and as a result did not meet the proposal requirements. The remaining three proposals were submitted by Bird Electric, Texas Elite Electrical and Primoris T&D. The proposers were evaluated on qualifications; scope of services which included labor cost, on call services and equipment costs; inspection of facilities assessment and the written proposal. Based on the results of the evaluations, the successful proposal was submitted by Texas Elite Electrical. Texas Elite Electrical, upon execution of the agreement, will supplement City crews with a Journeymen and two Apprentice Linemen. Within sixty to ninety days, they will add an additional four employees to begin working on capital improvement projects.

Fiscal Impact: The annual cost for the three employees and associated vehicular equipment is \$218,400.00 and \$108,160.00, respectively. The costs for the capital improvement projects will be based on a per hour charge for employees and equipment.

Staff Recommendation: Staff recommends awarding the proposal for Electric System Operations and Maintenance Services to Texas Elite Electrical.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.6

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Contracts

COUNCIL ACTION (ID # 4383)

DOC ID: 4383 A

Subject: Award of proposal for the purchase of materials for Electric System Operations and Maintenance Services.

Background: On March 1, 2019, two proposals were received for purchase of materials associated with Electric System Operations and Maintenance Services. Three firms attended the mandatory pre-bid meeting and two submitted proposals. The third firm intended on submitting a proposal but had put the wrong bid opening date on their calendar. The two proposal were submitted by KBS Electrical Distributors and Techline. The proposers were evaluated on qualifications; scope of services which included costs and delivery times; inspection of facilities assessment and the written proposal. Based on the results of the evaluations, the successful proposal was submitted by KBS Management. KBS Management has distribution centers in Livingston and Beaumont.

Fiscal Impact: The annual cost for the purchase of electrical materials for daily maintenance and capital projects is estimated at \$ 170,000.00

Staff Recommendation: Staff recommends awarding the proposal for purchase of materials associated with Electric System Operations and Maintenance Services to KBS Electrical Distributors.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.7

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Contracts

COUNCIL ACTION (ID # 4384)

DOC ID: 4384 A

Subject: Contract for joint repair of 48" storm sewer reinforced concrete pipes at Main A and Travis Street.

Background: The Street Department recently conducted an inspection of the 48" storm sewer reinforced concrete pipes (RCP) at the Main A and Travis Street crossing. The results of the inspection revealed two large voids at the pipe joints and the joint compound failing at all the remaining twenty-two pipe joints. If left unattended, there is the possibility of a greater void occurring between the pipes and the street resulting in a failure of the street surface. The proposed project includes the injection of a high-density polymer through 5/8" holes through the sides of the RCP from the inside of the 48" pipes. The cost to perform this work is \$38,500.00.

Fiscal Impact: The cost of the project is \$38,500.00.

Staff Recommendation: Staff recommends approving the contract with Uretek in the amount of \$38,500.00 and the project be paid for with Cambridge Funds.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.8

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Election Issues

COUNCIL ACTION (ID # 4390)

DOC ID: 4390 A

Subject: Election Services Contract

Background: Texas Election Code (§31.092) states that a County Election Officer may contract with the governing body of a political subdivision situated wholly or partly in the county served by the officer to perform election services. The Liberty County Clerk has agreed to conduct the City's General Election for Officers and Special Election to fill a vacancy on City Council.

Fiscal Impact: The City will share the cost of the Election with the City of Ames. The current cost estimate is less than \$5000.00.

Staff Recommendation: Staff recommends approval of the Election Services Contract with the Liberty County Clerk.



**2019 ELECTION SERVICES CONTRACT
WITH THE COUNTY ELECTIONS OFFICER
STATE OF TEXAS, COUNTY OF LIBERTY**

THIS CONTRACT is made and entered into this the _____ day of March, 2019, by and between Lee Haidusek Chambers, Liberty County Clerk, hereinafter referred to as the “Contracting Officer,” and the City of Liberty, the Local Political Subdivision, hereinafter referred to as “the LPS,” pursuant to the authority under Section 31.092(a), Texas Election Code.

THIS CONTRACT is entered into for and in consideration of the mutual covenants and promises hereinafter set out, and for the purpose of ensuring that the Contracting Officer and the LPS understand the tasks each is to perform in connection with the May 4, 2019 election.

1. Duties and Services of the Contracting Officer. The Contracting Officer shall be responsible for performing the following duties and furnishing the following services and equipment in connection with the election and the runoff election.

1.1 The Contracting Officer will act as the Early Voting Clerk for the election, and will request the appointment by the Liberty County Elections Board of the Early Voting Ballot Board and/or any other statutorily required committee to assist with the election.

1.2 The Contracting Officer will appoint the presiding election judge and alternate judge at the Early Voting polling location and the Election Day polling location. The Contracting Officer shall notify the election workers of their selection and shall provide the names and addresses of those selected to the LPS.

1.3 The presiding judge shall make his/her clerk appointments. If a presiding judge, alternate judge or clerk does not speak both English and Spanish, and the election precinct is one subject to Sections 272.002 and 272.009, Texas Election Code, the Contracting Officer shall ensure that a bilingual election clerk is available by telephone while the polls are open.

- 1.4 Contact the owners or custodians of the designated polling places and arrange for their use in the election.
- 1.5 Conduct one or more election schools, and notify the election judge of the date(s), time(s), and place(s) of such schools. (This does not imply that election judges or clerks will be paid for attending such schools. See 1 T.A.C. §§ 81.120(a) & 81.121(c).)
- 1.6 Determine the ballot format and electronic voting system for each election precinct.
- 1.7 Program, or arrange to have programmed, the ballot.
- 1.8 Arrange to have published the legal notice of the first test of the electronic tabulating equipment as provided in Section 127.096, Texas Election Code, and/or the legal notice of the logic and accuracy test of the direct recording electronic (“DRE”) voting machines as provided in Section 129.023(b), Texas Election Code, as applicable and conduct all required tests of the electronic tabulating equipment under Subchapter D, Chapter 127, Texas Election Code, the voting system that uses DRE voting machines under 129.021-129.023, Texas Election Code, or the voting system that uses other electronic voting systems in accordance with advisories issued by the Texas Secretary Of State, respectively.
- 1.9 Procure and distribute all necessary election supplies, including without limitation, ballots, election kits, office supplies such as paperclips, pens, etc., ballot boxes, and voting booths.
- 1.10 Procure all necessary voting machines and equipment, prepare them for use at the early voting and election day polling places, and transport them (or arrange to have them transported) to and from the early voting and election day polling places.
- 1.11 Obtain voter registration lists from the voter registrar to be used during early voting and on election day.
- 1.12 In accordance with Section 127, Texas Election Code, supervise the overall conduct of the election. The Contracting Officer and staff shall be available from 6:00 a.m. until the completion of vote counting and all tabulation tests on Election Day to render technical support and assistance to voters and election workers.
- 1.13 Forward provisional voting affidavits to the Liberty County Voter Registrar for verification of the provisional voters’ status. The Contracting Officer will reconvene the EVBB within the time set forth in Section 65.051, Texas Election Code, for the purpose of determining the disposition of the provisional votes. At the same time the EVBB will review mail ballots timely received under Section 86.007(d), Texas Election Code, to determine whether such will be counted and to resolve any issues with such ballots. Promptly after determination of the provisional votes and resolution of any such mail

ballots, the Contracting Officer shall tally the accepted provisional votes and resolved mail ballots, amend the unofficial tabulations and submit new unofficial tabulations to the LPS.

1.14 Prepare the unofficial tabulation of precinct results on election night in accordance with Section 127, Texas Election Code. The Contracting Officer and staff shall do election Night intake preparation and intake of election equipment and records starting at 5:30 p.m. on Election Day.

1.15 Submit Election Night Returns (“ENR”) electronically to the SOS in the form requested by the SOS in accordance with Chapter 68, Texas Election Code. The LPS may request that the Contracting Officer provide results to the LPS in a specific manner or format.

2. Duties and Services of the LPS. The LPS shall be responsible for performing the following duties in connection with the election and the runoff election.

2.1 As soon as possible after the final candidate filing deadline (or in the case of a runoff election, after the canvass of the election), certify in writing to the Contracting Officer: (i) the candidates’ names (as they are to appear on the ballot) and offices; and (ii) any referenda under Section 1251, Texas Government Code (in English and Spanish) that are to appear on the ballot, to allow sufficient time to prepare the ballot and to conduct any necessary logic and accuracy testing.

2.2 Date stamp and then immediately fax to the Contracting Officer all applications for mail ballots that it receives. Promptly thereafter, the LPS shall deliver or send by mail the original mail ballot applications to the Contracting Officer.

2.3 Prepare the election order and resolutions. The LPS shall be responsible for having the required election notice under Section 4.003, Texas Election Code, timely published in the newspaper. The LPS shall also be responsible for timely posting the notice required under Section 4.0093(b), Texas Election Code, in the proper locations. The LPS is responsible for ensuring that all necessary documents are in both English and Spanish. The LPS shall conduct its canvass using materials provided by the Contracting Officer.

See attached from the City of Liberty: Ordinance 2019-1 (General Election) and 2019-2 (Special Election), dated January 8, 2019.

3. Compensation, Billing, and Payment

3.1 For the performance of duties and services and the providing of equipment and supplies under Paragraph 1 above, the LPS shall pay the Contracting Officer for the actual expenses he/she incurs in

accordance with Section 31.100, Texas Election Code, and the leasing fees allowed under Section 123.032, Texas Election Code, including without limitation, the costs and expenses of election supplies; newspaper publication of the testing notice only; use of voting machines and equipment, wages and salaries of the early voting clerks, precinct election judges, alternate judges and election clerks, members of the early voting ballot board, and central counting station personnel; programming the ballot; logic and accuracy testing, and voting machines and equipment transportation. Provided, that nothing herein shall be construed as permitting the Contracting Officer to be paid for costs or expenses for which reimbursement is not allowed under Section 31.100 or other sections of the Texas Election Code or under the SOS administrative rules or advisories relating to primary funds.

3.2 For the performance of duties and services and the providing of equipment and supplies under Paragraph 1 above, the LPS shall pay the Contracting Officer a fee of 10% of the total amount of the Contract (but not less than \$75) in accordance with Section 31.100(d), Texas Election Code.

3.3 A cost estimate for the services, equipment, and supplies provided by the Contracting Officer for the election and the runoff election is attached to and made a part of this Contract as Exhibit A.

3.4 Only the actual expenses directly attributable to the Contract may be charged to the LPS by the Contracting Officer, including administrative fees, Section 31.100, Texas Election Code.

3.5 As soon as reasonably possible after the election or the runoff election, the Contracting Officer will submit an itemized invoice to the LPS (i) for the actual expenses he/she incurred as described in Paragraph 3.1 above and (ii) for the Contracting Officer's fee as described in Paragraph 3.2 above. The Contracting Officer will use his/her best efforts to submit the invoice within 30 days after the election or within 10 days after the runoff election.

3.6 The Contracting Officer's invoice shall be due and payable by the LPS to the address set forth in the invoice within 30 days after its receipt by the LPS. If the LPS disputes any portion of the invoice, the LPS shall notify the Contracting Officer within such 30-day period or the invoice will be deemed to be a true and accurate rendering of the amount that is due.

4. Early Voting.

4.1 The Contracting Officer shall serve as Early Voting Clerk for the election, and by signing this contract, the LPS does hereby appoint her as such. The Contracting Officer shall conduct Early Voting at the Jack Hartel Building, 318 San Jacinto Street, Liberty, Texas 77575, as the main location. The Contracting Officer shall hire at least 2 temporary deputies to work each day at each Early Voting

location. Early Voting by personal appearance for the election shall be conducted during the hours and time period and at the location listed in Exhibit B.

4.2 The Contracting Officer may receive mail ballot applications on behalf of the LPS. All applications for mail ballots shall be processed in accordance with Title 7, Texas Election Code, by the Contracting Officer or her deputies at the Liberty County Courthouse located at 1923 Sam Houston St., Room 209, Liberty, TX 77575.

5. Voting System.

The Contracting Officer shall use the Verity Voting system which includes Verity Print device for on-demand ballot printing, Verity Touch and Verity Touch Writer with Verity Access interface for electronic ballot marking assistance, the precinct tally system using Verity Scan, and the mail ballot system purchased by Liberty County from Hart InterCivic, Inc. ("Hart") for the election. Each Election Day polling location will have at least one Verity Touch with Verity Access interface that is accessible to disabled voters. The Contracting Officer or designee shall prepare the Verity Voting system for each polling location on Election Day.

6. Acknowledgement of Shared Election.

The LPS acknowledges that the Contracting Officer may enter into a similar Election Services Contract with any other entity in the same county. In such event, the LPS agrees to share common polling places, voting equipment and the common set of election workers with the other entities conducting an election.

7. Special Provisions.

7.1 Compensation for Election Workers will be \$10.00 per hour for the election judge and \$10.00 per hour for the alternate judge and clerk(s).

7.2 Delivery Fee shall be \$50.00 for transporting the election equipment from and back to the central accumulating station.

8. General Provisions.

8.1 Nothing contained in the Contract shall authorize or permit a change in the officer with whom or the place at which any document or record relating to the election or to the runoff election is to be filed,

the place at which any function is to be carried out, the officers who conduct the official canvass of the election returns, the officer to serve as custodian of the voted ballots or other election records, or any other nontransferable functions specified by Section 31.096, Texas Election Code or other provisions of Texas law.

8.2 The Contracting Officer is the agent of the LPS for purposes of contracting with third parties with respect to the election expenses within the scope of the Contracting Officer's duties, and the Contracting Officer is not liable for the LPS failure to pay a claim.

8.3 The Contracting Officer shall file copies of this Contract with the County Treasurer and the County Auditor of Liberty County, Texas.

8.4 For purposes of implementing this Contract, the Contracting Officer and the LPS designate the following individuals, and whenever the Contract requires submission of information or notice to the Contracting Officer or the LPS, submission or notice shall be made to these individuals:

For the Contracting Officer:

Name: Lee Haidusek Chambers

Liberty County Clerk

Mailing Address: P.O. Box 369
Liberty, TX 77575

Tel.: (936) 336-4670

Fax: (936) 334-8174

Email: lee.chambers@co.liberty.tx.us

For the City of Liberty, Texas:

Name_____

Mailing Address_____

Tel.:_____

Fax:_____

Email:_____

WITNESS THE FOLLOWING SIGNATURES AND SEALS ON THE RESPECTIVE DATES SHOWN BELOW:

The Contracting Officer:

Lee Haidusek Chambers

(Seal)

Liberty County Clerk

Date_____

The City of Liberty:

By_____

(Seal)

Title_____

Date_____

Attachment: ELECTION SERVICES CONTRACT 2019 (4390 : Election Services Contract)

Early Voting Location and Election Day Voting

Precincts	Location	Address	City
City of Liberty	Jack Hartel Building	318 San Jacinto St.	Liberty, Texas
City of Liberty	Jack Hartel Building	318 San Jacinto St.	Liberty, Texas

Early Voting

Monday, April 22, 2019 – Friday, April 26, 2019: 8:00 A.M. to 5:00 P.M.

Monday, April 29, 2019 – Tuesday, April 30, 2019: 7:00 A.M. to 7:00 P.M.

Election Day Voting

Saturday, May 4, 2019: 7:00 A.M. to 7:00 P.M.

ESTIMATED ELECTION EXPENSES, MAY 4, 2019, ELECTION*

Early Voting Judge and Clerks	\$2,070.00 (max for 7 days of early voting)
Pickup and delivery of equipment:	\$ 50.00
Election Equipment Rental: (8 days total @ \$165/day****)	\$1,320.00
Subtotal for Sharable Costs:	\$3,440.00 (\$1,720.00 for each LPS)
 Election Day Equipment Rental	 \$ 165.00
Election Day Judge and Clerks	\$ 420.00 (max 14 hrs. with judge/2 clerks)
Pickup and delivery of equipment:	\$ 50.00
Early Voting Ballot Board (for provisional and mail votes)	\$ 50.00 (cost for shared expense for 6 LPS)
Central Counting Station Judges/Clerks	\$ 300.00 (cost for shared expense for 6 LPS)
Newspaper notice for L & A Testing:	\$ 150.00
Programming of ballots and voting system	\$ 800.00 (variable cost divided by two)
Consumables/supplies	\$ 75.00 (paper, toner, pens, etc.)
Subtotal:	\$5,450.00 (\$3,730.00 for each LPS)
 10% Administrative Fee Payable to Liberty County Clerk	 \$ 545.00
 <u>Grand Total Estimated Election Expenses:</u>	 \$5,995.00 (\$4,103.00 for each LPS)

*Assumes no cost sharing with other local political subdivisions (LPS), or equally shared expenses for 2 local political subdivisions which will require an interlocal agreement between the two local political subdivisions.

** Assumes judge @ \$10/hr and alternate judge/clerks @ \$10.00/hr

*** User fee as established by commissioner's court is \$165.00/unit per day.

Attachment: ELECTION SERVICES CONTRACT 2019 (4390 : Election Services Contract)



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.9

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Election Issues

COUNCIL ACTION (ID # 4391)

DOC ID: 4391 B

Subject: Joint Election Agreement

Background: Texas Election Code (§271.002) states that "if elections ordered by the authorities of two or more political subdivisions are to be held on the same day in all or part of the same county, the governing bodies of the political subdivisions may enter into an agreement to hold the elections jointly....".

Fiscal Impact: The City of Liberty and the City of Ames by holding a joint election will share the cost of the election. The current cost estimate is less than \$5000.00.

Staff Recommendation: Staff recommends approval of the Joint Election Agreement with the City of Ames.

.

JOINT ELECTION AGREEMENT

This agreement ("Agreement") is made and entered into between the **City of Ames**, a municipality of the State of Texas ("Ames"), acting by and through **John White**, its duly authorized City Mayor, and the **City of Liberty**, a home rule municipal corporation of the State of Texas ("Liberty"), acting by and through **Carl Pickett**, its duly authorized City Mayor.

RECITALS

WHEREAS, this Joint Election Agreement is made pursuant to the Texas Election Code; and

WHEREAS, both the City of Ames and the City of Liberty are having elections in May 2019; and

WHEREAS, both the City of Ames and the City of Liberty have contracted with the Liberty County Clerk for the County Clerk to perform the respective elections; and

WHEREAS, both the City of Ames and the City of Liberty will conduct early voting at the Jack Hartel Building in Liberty, Texas; and

WHEREAS, Ames' and Liberty's City Councils recognize that it is beneficial to both cities for them to share some of the costs associated with conducting the elections; and

NOW, THEREFORE, the City of Ames and the City of Liberty in consideration of the mutual covenants and conditions contained herein and in recognition of the benefits to be gained by citizens of the cities, promise and agree as follows:

AGREEMENT

1.

Both the City of Liberty and the City of Ames agree to share a portion of the costs associated with the Liberty County Clerk conducting the early voting for both entities for the May 2019 election. More particularly, both cities agree to share the costs related to equipment rental and election officials for early voting at the Hartel building provided that both entities conduct their early voting on the same days and times. This agreement shall not apply to any costs associated with a potential runoff election. Both entities recognize that they will save money on the cost of their elections as a result of this interlocal agreement.

2.

This agreement shall last until the conclusion of the May 2019 election.

3.

The provisions of this Agreement are severable and if for any reason a clause, sentence, paragraph or other part of this Agreement shall be determined to be invalid by a court or federal or state agency, board or commission having jurisdiction over the subject matter thereof, such invalidity shall not affect other provisions which can be given effect without the invalid provision.

4.

The failure of Liberty or Ames to insist upon the performance of any term or provision of this Agreement or to exercise any right herein conferred shall not be construed as a waiver or relinquishment to any extent of Liberty's or Ames's right to assert or rely upon any such term or right on any future occasion.

5.

Should any action, whether real or asserted, at law or in equity, arise out of the execution, performance, attempted performance or non-performance of this Agreement, venue for said action shall lie in Liberty County, Texas.

6.

The governing bodies of Liberty and Ames have approved the execution of this Agreement, and the persons signing the Agreement have been duly authorized by the governing bodies of Liberty and Ames to sign this Agreement on behalf of the governing bodies.

7.

This written instrument constitutes the entire agreement by the parties hereto concerning the property and services to be transferred and performed hereunder, and any prior or contemporaneous, oral or written agreement which purports to vary from the terms hereof shall be void.

8.

The parties agree that this agreement may be executed in duplicate originals.

IN WITNESS WHEREOF, the parties hereto have executed this agreement to multiples in Liberty County, Texas, this ____ day of _____, A.D. 2019.

ATTEST:

CITY OF AMES

City Secretary

John White
Mayor, City of Ames

ATTEST:

CITY OF LIBERTY

City Secretary

Carl Pickett
Mayor, City of Liberty



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.10

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Board Appointments

COUNCIL ACTION (ID # 4387)

DOC ID: 4387 A

Subject: Charter Review Commission Appointments

Background:

City Charter requires that Council make appointments to the Charter Review Commission in each odd-numbered year. This Commission is comprised of five citizens from the City of Liberty. Term of office is six months; however, upon written request of a majority of the Commission members, the City Council may extend the commission's term of office for a period not to exceed 90 days.

The Charter Review Commission has term limits (May, 2018). Members may serve only two consecutive terms. The City's "Policy on Board and Commission Member Appointment and Eligibility" Section III(f) states that "Board and Commission Members shall not serve concurrently on more than one board or commission."

2017 Commission Members: Jaime Carter, Victor Barranco, Marsha LaFour, Paul Glazener and Courtney Daniel. The only 2017 member eligible to serve again is Paul Glazener. The remaining members are ineligible due to term limits or service on other boards.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.C.1

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Executive Session Items

COUNCIL ACTION (ID # 4388)

DOC ID: 4388

Subject: Action Taken Following an Executive Session

Background: A vote on a matter deliberated in a closed session may only be made in an open meeting that is held in compliance with the notice provisions.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.C.2

Meeting: 03/12/19 06:00 PM

Department: Administration
Category: Executive Session Items

COUNCIL ACTION (ID # 4392)

DOC ID: 4392