



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, January 14, 2020

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 Huddleston	☐	☐	☐	
Council Member Dennis Beasley	☐	☐	☐	
Council Member Libby Simonson	☐	☐	☐	
Council Member David Arnold	☐	☐	☐	
Council Member Chipper Smith	☐	☐	☐	
Council Member Neal Thornton	☐	☐	☐	

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 # 4658)

City Manager's Report - City Mgr. T. Warner - Projects & Activities - Residential Solid Waste Automated Collection - Request for Proposals for preparation of a Unified Development Ordinance - Holly Street Drainage & Water Project - Sanitary Sewer Improvement Project - Main "B" Levee Repairs - Golf Course Update/Bridge & Restaurant

- City Manager's Report January 2020 (DOCX)
- Frontier Waste Pg 1 (PDF)
- Frontier Waste Pg 2 (PDF)

B. Information Item (ID # 4659)

Finance Report - Asst. City Mgr./CFO - N. Herrington

C. Information Item (ID # 4660)

Department Reports

- Inspection Dept Report (XLSX)
- Fire Dept Report (XLS)
- Library Narrative Report (DOCX)
- Library Stats Report (XLSX)
- Library Volunteer Report (XLSX)
- Police Dept Report (XLS)
- Public Works Dept Report (DOCX)
- Public Works Dept Construction Report (DOCX)

D. Information Item (ID # 4661)

Sam Rayburn Municipal Power Agency Report - Mayor Pickett

E. Information Item (ID # 4662)

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, December 10, 2019

VII. REGULAR AGENDA

A. Regular Session

1. Information Item (ID # 4663)

Mr. & Mrs. James DuBose will address the Council regarding the City's No Manufactured Home Zones.

- DuBose Request (PDF)

2. Information Item (ID # 4664)

Receive the 2019 Charter Review Commission's Final Report.

- Charter Review Final Report (DOCX)

3. Council Action (ID # 4665)

Consider approval of proposed language and submission of proposed amendments to the voters of the City of Liberty.

- Charter Ballot Language-2020 (DOCX)

4. Council Action (ID # 4666)

Consider extending the term of the City's Airport Advisory Board.

5. Council Action (ID # 4667)

Consider extending the term of the City's Community Development Advisory Board.

6. Council Action (ID # 4668)

Consider award for the purchase of three (3) 2020 Dodge Durango Police SUV Patrol Vehicles.

- PD Vehicle Info (PDF)

B. Executive Session

Gov. Code §551.072 - Deliberation Regarding Real Property.

- To deliberate the purchase, exchange, lease or value of real property.

Gov. Code §551.071 - Private Consultation with Attorney.

- To seek advice regarding contemplated/pending litigation.

C. Reconvene into Regular Session

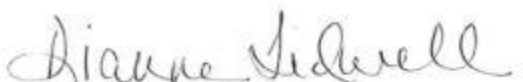
1. Council Action (ID # 4669)

Consider and take action, if any, on the acquisition of real property 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 10th day of January, 2020 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.


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 _____, 2020.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

5.A

Meeting: 01/14/20 06:00 PM

Department: Administration
Category: Reports

INFORMATION ITEM (ID # 4658)

DOC ID: 4658

Subject: City Manager Report - City Projects and Activities

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: January 14, 2020

Re: City Manager Report

1. The Residential Solid Waste Automated Collection service will start Citywide on January 20, 2020. Frontier Waste will begin distribution of the 90-gallon containers the week of January 13th. The media campaign includes ads in the local newspaper, a brochure to be provided to each resident and information regarding the service on the City's website. A copy of the brochure is enclosed with this report.
2. The publication dates for the Request for Proposals to prepare the City's Unified Development Ordinance (UDO) was January 2 and 9, 2020. Proposals are to be received by 2:00 p.m. on February 17, 2020. The UDO will contain local regulations concerning the use and development of land and buildings, including zoning, subdivision, stormwater, and natural resource conservation. The purpose and intent of the UDO is to preserve, protect and promote the public health, safety and general welfare of residents and businesses in the City.
3. The contractor performing the City Hall Interior Repairs and Improvements began work on November 13, 2019. The repairs and improvements are approximately 95% complete. All work is expected to be completed by the end of January. Night and weekend work have occurred to minimize inconveniences to customers and staff.
4. The Holly Street Drainage and Water Project is approximately 88% complete. The remaining work on this \$955,253 project includes installation of the asphalt pavement. The pavement work is anticipated to be completed the week of January 13, 2020.
5. The Sanitary Sewer Improvement Project is approximately 84% complete as of November 30, 2019. The monthly estimate for work performed in December 2019, has not been submitted to the City as of January 8, 2020. The contractor has completed the installation of the manholes and sanitary sewer lines on Travis Street and behind the LISD Middle and High Schools. The sanitary sewer lines on Highway 90 have been completed as well as the driveway and curb repairs. The contractor is continuing to work on the McGuire, Bypass and Beaumont Avenue Lift Stations and the Texas Avenue sanitary and storm sewer lines. The projected completion date for this project is February 2020. The total estimated construction cost for this project is \$5,389,342.57.
6. The Main B Levee Repairs are approximately 59% complete with an anticipated final completion date of February 2020. The contractor has installed rockfill toe stabilization,

select fill, coffer dam and poured the concrete pipe cradle. The total estimated construction cost for this project is \$754,814.20.

7. The following is a status of the current Electric Projects:

<u>Project</u>	<u>Complete</u>	<u>Estimated Cost</u>	<u>Spent to Date</u>
a. Pine Place Subdivision	55%	\$ 46,953	\$ 25,626
b. Featherstone Subdivision	58%	\$105,920	\$ 61,776
c. Whittington Subdivision	79%	\$206,725	\$163,193
d. Live Front Transformer	19%	\$323,456	\$ 61,582
e. Beaumont #3 Lateral	114%	\$182,325	\$217,215
f. UG Primary	4%	\$250,000	\$ 10,434
g. OH Transformer Platform	25%	\$ 91,450	\$ 22,991
h. Regency Place	42%	\$279,040	\$115,903
i. Travis Park	68%	\$380,505	\$258,529
j. UG Street Lighting	73%	\$155,000	\$112,549
k. Beaumont #2 Laterals	52%	\$414,254	\$239,469
l. Beaumont #4 Laterals	61%	\$308,344	\$217,175
m. Beaumont #5 Laterals	7%	\$764,156	\$ 52,361
n. Liberty #1 Laterals	0%	\$345,881	
o. Liberty #3 Laterals	0%	\$371,354	
p. Street Light Conversion	107%	\$ 82,500	\$ 93,294
Totals		\$4,307,863	\$1,652,097

YOUR NEW CART



safer and easier to
roll out to the curb



better looking streets
on trash day

keeps unwanted
pests at bay



increased capacity

Want to reduce odors? Freeze any
meat trimmings or fish cleaning
waste in a zip lock bag until trash
day to reduce smells



936.258.9035

*For service or cart inquiries



936-336-3684

*For billing or
administrative inquiries



For additional details
and FAQs, please visit:

www.cityofliberty.org

let's
Roll
with once a
week service



1x
per week
service

**new low
emmission
truck**

**a cleaner
Liberty**

**place cart facing the street
with the wheels/handle
towards the house**

*do not place under any low
hanging wires or power lines

**bagging your trash will
reduce smells & spills**

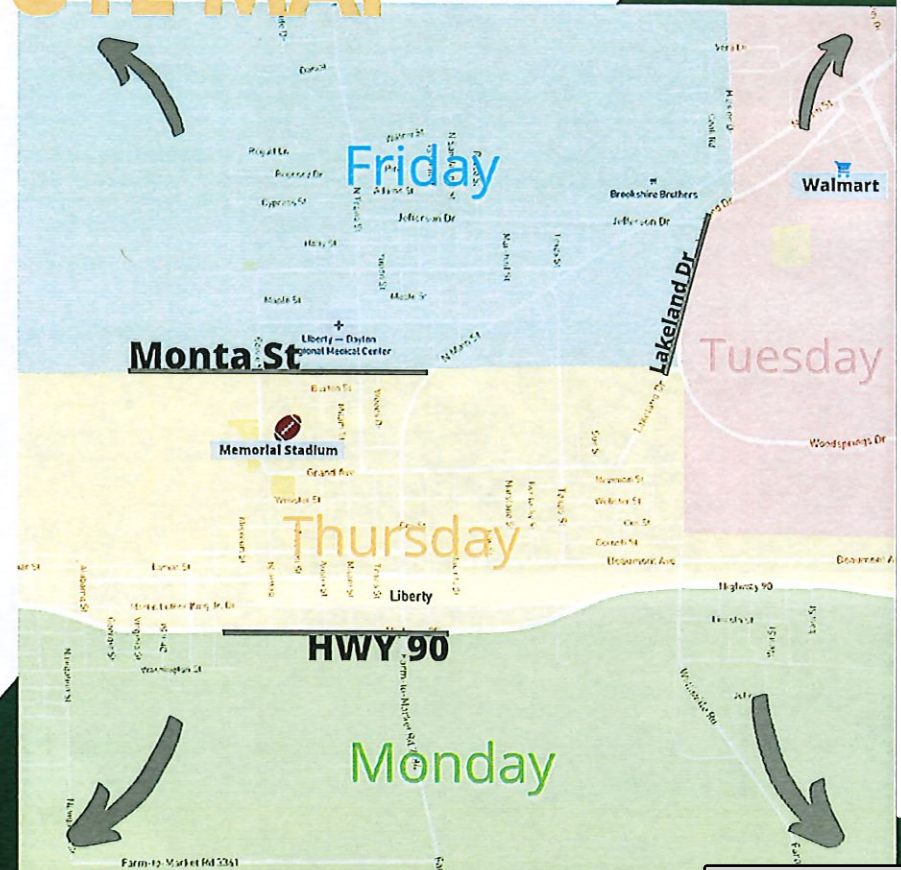
**carts should be 4ft
from mailboxes, cars,
or other carts**

5.A.c

2020 *Holiday Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
5/25 Memorial Day no service	5/26 Monday routes will run	5/27 Tuesday routes will run	5/28 normal collection	5/29 normal collection	5/30
		7/1	7/2 normal collection	7/3 normal collection	7/4 
9/7 Labor Day no service	9/8 Monday routes will run	9/9 Tuesday routes will run	9/10 normal collection	9/11 normal collection	9/12
11/23 normal collection	11/24 normal collection	11/25	11/26 Thanksgiving no service	11/27 Thursday routes will run	11/28 Friday routes will run
12/21 normal collection	12/22 normal collection	12/23	12/24 normal collection	12/25 Christmas no service	12/26 Friday routes will run
12/28 normal collection	12/29 normal collection	12/30	12/31 normal collection	1/1 New Years no service	1/2 Friday routes will run

ROUTE MAP





The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

5.B

Meeting: 01/14/20 06:00 PM

Department: Administration
Category: Reports

INFORMATION ITEM (ID # 4659)

DOC ID: 4659

Subject: Finance Report

Background: This agenda item affords the Asst. City Mgr./CFO 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: 01/14/20 06:00 PM

Department: Administration
Category: Reports

INFORMATION ITEM (ID # 4660)

DOC ID: 4660

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.

MONTH:

CITY OF LIBERTY
INSPECTION PERMITTING
MONTHLY REPORT

<u>REVENUE</u>	<u>DECEMBER</u>
1 <u>PERMIT REVENUE</u>	<u>\$11,660.00</u>
2 <u>TAP FEES</u>	<u>\$0.00</u>
3 <u>ALL LICENSE FEES</u>	
4 <u>OCCUPATIONAL LICENSE</u>	
5 <u>SOLICITOR'S PRMTITS</u>	
6 <u>OUTDOOR SALES</u>	

TOTAL **\$11,660.00**

XX

<u>ACTIVITIES</u>	
1 <u>COM. BLDG PERMITS ISSUED</u>	<u>6</u>
2 <u>RES. BLDG PERMITS ISSUED</u>	<u>14</u>
3 <u>OTHER PERMITS ISSUED</u>	<u>22</u>
2 <u>PLAN REVIEWS</u>	<u>3</u>
3 <u>INSPECTIONS</u>	<u>90</u>
4 <u>COM. C OF O'S ISSUED</u>	<u>0</u>
5 <u>RES. C OF O'S ISSUED</u>	<u>0</u>
5 <u>ADDRESSES ISSUED</u>	<u>3</u>
6 <u>DANGEROUS BUILDINGS</u>	<u>3</u>
7 <u>DEBRIS VIOLATIONS</u>	<u>10</u>
8 <u>JUNK VEHICLE VIOLATIONS</u>	<u>6</u>
9 <u>VEGETATION VIOLATIONS</u>	<u>5</u>
10 <u>UNSAFE/UNSANITARY</u>	
11 <u>RV VIOLATIONS</u>	<u>2</u>
12 <u>BANDIT SIGNS</u>	<u>115</u>
13	

TOTAL **279**

XX

- SPECIAL PROJECTS**
- 1
COMMERICAL CERTIFICATE OF OCCUPANCY'S BY NAME:
 - 2
CREATE MANUAL FILING SYSTEM FOR BACK FLOW INSTALLATION AND TESTING PAPERWORK AND ADD A ELECTRONIC BACK UP-(TCEQ REQUIREMENT) 50% COMPLETE
 - 3
CREATE MANUAL FILING SYSTEM FOR PUMPED GREASE MANIFEST AND ADD ELECTRONIC BACK UP(TCEQ REQUIREMENT) 50% COMPLETE

Attachment: Inspection Dept Report (4660 : Department Reports)

MONTH:

CITY OF LIBERTY
INSPECTION PERMITTING
MONTHLY REPORT

5.C.a

- 4 CREATE MANUAL FILING SYTEM FOR CUSTOMER SERVICE INSPECTION
SHEETS AND ADD AN ELECTRONIC BACK UP(TCEQ REQUIREMENT)
PROJECT COMPLETE

Attachment: Inspection Dept Report (4660 : Department Reports)

All Departments Weekly Activity Report

Month Of: December 1 to December 31, 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 41 Mutual Aid 3

Number Of Runs: (EMS Only) 911 Calls 121 Mutual Aid 9
 Transfers-Out of Town 60 Transfers-In Town 12 Dialysis 78

Other Information:

Total of payments that have been received at the Fire Department for EMS is: \$55,663.90

EMS Payments received at Fire Department: Year to Date (fiscal): \$151,524.18

Year to Date (calendar): \$629,607.13

Attachment: Fire Dept Report (4660 : Department Reports)

Liberty Municipal Library December 2019 Report

December was a great month with very enjoyable activities and a beautifully decorated library. Children who visited the library in December delighted in the Who-home created to go along with the Library's theme following the Dr. Seuss classic, *How the Grinch Stole Christmas*. The Who-home was another of **Administrative Assistant Amber Ursprung's** whimsical photo booths that doubled as a playhouse. It even had a working door complete with a hinge and a knob. Children loved knocking on the door and asking for entry into the Who-home from friends or siblings already inside. A staff member recalled one little girl taking a book with her inside the Who-home and popping her head out of the window with a declaration that it was now her home.

The December 11 Who-bilation was a resounding success with 83 children in attendance and 115 people in total. The patrons enjoyed all the decorations, games, and crafts. Santa also made a special appearance and most of the little ones were happy to have their picture taken with old St. Nick. One little girl marched right up to Santa and simply stared at him for several long moments. She was awe-struck. Some children, however, expressed their reluctance to get anywhere close to Santa with very loud sobs and faces that expressed abject terror.

Children also had their pictures taken with a colorfully painted sleigh filled with presents, (made by Amber), a large gingerbread house made and donated to the library from our local Sears store, and other props. The large Who-town mural on the front window (also made by Amber) was a great success as many families took photos in front of the image all December long. We are very glad to offer opportunities for families to come together at our library and have a wonderful time.

Santa, aka Ron Olson, was wonderful with the children, and each child received a book, a holiday pencil and Grinch Dust as gifts. The only complaint we had for the Who-bilation came from Santa. He jokingly commented that the Who-home was so popular he suspected the children liked it even more than they liked him.

Friends of the Library members Sandy Pickett, Stacy, Gary and Josh Sundgren and Beverly Davis served punch and cookies during the Who-bilation. The Friends provided the staff with a large assortment of dessert snacks on December 11, which were greatly enjoyed and appreciated.

Staff News:

Our big news for December was the announcement that part-time **Children's Librarian, Katie Edgell**, will soon be promoted to full time. She recently completed her coursework and has achieved a true milestone: She received her Master of Library Science degree. We are so proud of Katie and we're thrilled to soon have her here full time. Katie said she will now have much more time to plan children's events and programs.

Katie participated in several webinars including: *Doing the Work Externally and Internally: Race, Equity, Diversity and Inclusion*; *Fun, Easy, and Inexpensive Teen Nights*; and *Tots to Teens: STE(A)M- Powered Ideas for Programming*.

Katie's unusual pseudo-holiday displays continued and December's included: National Cat Herders' Day, National Cookie Exchange Day, Bacon Day, and Pepper Pot Soup Day. She also compiled a list of African American authors for a February display.

Planning for the Summer Reading Program continues, and Katie booked magician/comic Julian Franklin for the July 30 entertainment. Katie and Maggie Varela are planning a water scene for the windows in the children's area that will feature favorite fictional characters such as the Little Mermaid, a pirate ship and dragons. The SRP theme is "Imagine Your Story".

Bilingual Library Technician Maggie Varela helped with the Who-bilation, assisted Katie with Story Time, and started an inventory of adult fiction. She also created special library bookmarks that were cut with the new Scan 'n Cut cutting machine, and, along with Katie, passed them out to people waiting for the Country Christmas Parade to begin. The two handed out every bookmark they had prepared to spread the word about the library and its programs.

Circulation Clerk Peggy Carr continued researching and deleting accounts of patrons who have recently passed away. She also weeded old books, unpopular titles and damaged materials. More donations came in and Peggy sorted and decided which we needed in the collection and which could go in the Friends book sale. She also assisted in searching for missing books and checked in and cleaned materials.

Library Technician: Information Services person Kristin Gilley helped patrons locate free tax forms for previous filing years from the IRS website. Many people searching for tax forms click on sites that charge for the forms. She also helped quite a few people find TXDoT online to renew their driver licenses. Many sites are similar to, or appear to be the official TXDoT sites, but they are not, and they charge people much more to renew their driver license than TXDoT does.

Kristin helped a student find information on genetic disorders, and his project assignment turned out to be very similarly worded to what she had assigned to her biology students last year. Kristin helped the student locate information sources and she talked to him about what she would be looking for if she were grading the project. Kristin said this encounter was one of her most memorable and it reminded her how much she enjoyed her former students. Kristin was a high school biology teacher before she returned to the library.

Kristin also helped an elderly woman retrieve photos from an email to save on a thumb drive. A young family member had sent her the email address and thumb drive, but the lady had no idea what to do or even where to begin. Kristin said the lady thanked her at least half a dozen times for the help she needed.

Technical Services Clerk Gail Williamson says she truly enjoys handling interlibrary loans and says it is surprising from how far away some of the books come. She recently received books from Portland, Maine and Arizona. Gail completed the inventory of the adult large print books and researched, located and corrected all the discrepancies she had noted. As our technical services repair person, Gail repaired 98 books, 10 DVDs, 3 VHS, 3 audios and 3 read-along kits.

Custodian/Maintenance person Mike Kaiser provided the muscle in putting the final touches on all the Christmas decorations. He reported that Texas Elite Electrical Services did several repairs and replacements during December. We were having problems with our new dehumidifiers tripping the surge protectors they were plugged into. After doing some research, and with the approval of Assistant City Manager Chris Jarmon, we had the electrical outlets replaced with GFCIs, which will make surge protectors unnecessary. Texas Elite also repaired a light fixture in the adult area that had not worked for many years. Previously, no one could find a problem with the fixture, but these electricians tried

switching the direction the ballast was installed and it worked! The mystery of the inoperable fixture was solved.

Over the years we've had young children run into the corners of tables, causing the little guys a lot of pain and producing rivers of tears. We purchased some thick, dense foam table corner guards and they were installed by Mike. We hope this will prevent any future black eyes and blue foreheads.

Administrative Assistant Amber Ursprung created and put all the finishing touches on the props and artwork that went along with the Who-bilation. She also put together crafts and games and did most of the decorating. Several of her specific contributions were mentioned above. To top everything off, she came to the party dressed as Cindy Lou Who, complete with a very bouffant Who-hairstyle, giving new meaning to the term big hair. She also ordered a multitude of books and accessioned them as they arrived, plus she kept up with the rest of her many and varied jobs.

Library Director Dana Abshier completed the monthly report, worked on the library's policy manual, started gathering information for the City audit, entered purchase requisitions, ordered supplies, wrote out book order cards, researched ground fault circuit indicator (GFCI) outlets and surge protectors and sent the information to Assistant City Manager Chris Jarmon who approved the GFCI installation. She also arranged for Santa's visit during the Who-bilation and took photos of the event.

We received our Memorial Trust interest check of \$7,458.04. This is a healthy increase from last year's check. The Memorial Trust allows us to significantly increase the number of children's books we can purchase.

We received a very nice letter from Anna Mae Veach that said the staff's friendliness and willingness to assist patrons, the seasonal decorations, Story Time for little ones, the summer reading programs, and the welcoming atmosphere make the library a place people like to visit. We greatly appreciate her kind words.

Who-bilation 2019



Awe-struck by St. Nick



Library Staff





Liberty Municipal Library December 2019 Monthly Report

	This Month	Last Year	FY to Date
Circulation:			
Adult Print Materials Circulation	906	1,010	2,968
Juvenile Print Materials Circulation	842	1,217	3,499
Periodicals	24	13	62
Young Adult Print Materials Circulation	91	121	342
Adult & YA E-book Circulation	227	231	719
Adult & YA Audiobook/Video Circulation	60	47	210
Juvenile E-book Circulation	15	18	35
Juvenile Audiobook Circulation	9	7	34
Spanish Materials Circulation	59	35	158
Projectors	0	0	0
Read-alongs	3	1	22
DVDs/Blu-ray	325	469	1,024
Audiobooks & Music CDs	38	40	98
Video Tapes in English	119	88	225
Video Tapes & DVDs in Spanish	0	0	3
ILLs Received from Other Libraries	0	7	2
ILLs Provided to Other Libraries	8	5	15
Total Adult & YA Circulation All Formats	1,849	2,066	5,760
Total Juvenile Circulation All Formats	869	1,243	3,590
Total Circulation All Formats	2,718	3,309	9,350
	This Month	Last Year	FY to Date

Reference Services:			
In-house Reference	244	145	506
Telephone Reference	168	143	464
Public Computer Assistance	185	119	404
Collection Statistics:			
Volumes Added to Collection	263	231	762
Volumes Removed from Collection	42	193	136
Total Volumes in Collection	52,075	53,576	52,075
Titles Added to Collection	222	193	601
Titles Removed from Collection	39	159	95
Total Titles in Collection	62,049	61,125	62,049
Cataloging:			
Books Cataloged	155	150	495
DVDs/Blu-ray Cataloged	33	4	60
Audiobooks & Music CDs Cataloged	0	1	2
Periodicals Cataloged	66	64	174
Building Use/Programs/Public Relations:			
Meeting Room/Pavilion Use	7	8	26
Story Time Programs	3	2	12
Story Time Attendance	68	13	163
Misc. Children's Programs/Tours	1	1	3
Misc. Children's Programs/Tours Attendance	115	83	225
	This Month	Last Year	FY to Date

Young Adult Programs	0	0	0
Young Adult Attendance	0	0	0
Adult Programs	3	5	13
Adult Programs Attendance	24	39	101
Speaking Engagements	1	1	3
Total Programs	7	9	28
Total Attendance All Programs	207	135	447
Patron Count/Volunteers:			
New In-City Patrons	11	12	45
In-City Cards Renewed	8	15	51
In-City Cards Deleted	2	0	7
Total In-City Patrons	3,408	7,537	3,408
New Out-of-City Patrons	20	31	66
Out-of-City Cards Renewed	18	17	57
Out-of-City Cards Deleted	2	1	4
Total Out-of-City Patrons	5,209	6,642	5,209
New E-Book Users	1	7	8
Tex Share Cards Issued	0	0	0
Total Volunteers	6	3	11
Total Volunteer Hours	21.50	14.00	43.50
Traffic Count	2,074	2,301	7,567
	This Month	Last Year	FY to Date
Public Use Technology:			

WiFi Users	17	47	48
New Computer Users	30	42	106
Deleted Computer Users	0	0	0
Public Computers Users This Month	315	338	1,052
Hours of Patron Computer Use	241	277	740
Website Sessions: Ploud, Online Catalog	2,246	2,574	6,926
Website Users	374	246	1,094
Social Media Sessions: Facebook, Instagram	186	106	536
Social Media Users	153	58	443

[illegible]

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	1943
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	1813
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	1566	1825	1984	1958	1985	1714	1695	1772	1530	1682	2072
OFFENSES REPORTED	75	66	76	91	95	75	77	73	63	85	83	93	952
OFFENSES CLEARED	17	12	13	15	7	12	14	14	11	18	12	14	159
OFFENSES EXCEPTIONALLY CLEARED	2	2	2	1	1	1	0	4	2	4	1	2	22
TRAFFIC CITATIONS	61	57	71	77	91	47	48	42	26	32	23	64	639
TRAFFIC ACCIDENTS	30	27	36	41	30	29	30	26	28	40	37	28	382
WARNING TICKETS	146	125	120	110	329	127	178	119	120	149	71	148	1742
ARRESTS	43	22	32	41	69	50	28	33	29	42	41	37	467
ANIMALS HANDLED	52	39	21	29	73	77	93	57	81	51	33	56	662
ALARM CALLS	54	69	16	91	97	86	68	69	89	64	53	60	816
GARAGE/YARD SALES	0	0	0	0	0	0	0	0	0	0	0	0	0

Attachment: Police Dept Report (4660 : Department Reports)

DECEMBER/ / 2019 / /

PUBLIC WORKS MONTHLY REPORT

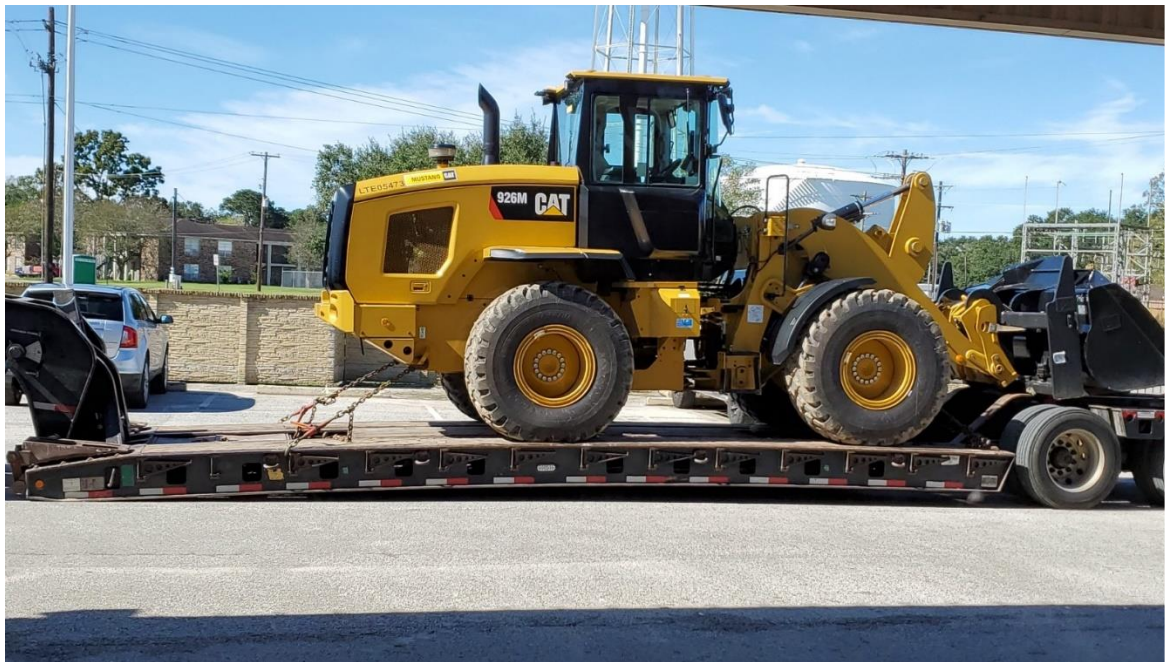
STREETS DEPARTMENT -THE ROAD TO SUCCESS IS ALWAYS UNDER CONSTRUCTION

This Month's Notes

**JAMES
REDDING –
STREETS
DIRECTOR**

- Notes:
- Swept streets
- Patched streets
- Cut asphalt on Forest for repair
- Repaired street cuts
- Sprayed ants at City Hall
- Checked Levee
- Checked flood control pumps every Monday
- Mowed on route
- Cleaned inlets
- Helped Water Dept. with sink hole on Washington
- Repaired tailmowers
- Repaired sinkhole on Kipling
- Repaired base failures on McManus
- Cleaned all trucks
- Repaired storm drain on Grand
- Picked up some heavy trash dumped on Sandune
- Put GS100 in a low spot on Brairgrove that Water Dept. had repaired

Attachment: Public Works Dept Report (4660 : Department Reports)



STREETS NEW FRONT END LOADER (Nov. 2019)

Attachment: Public Works Dept Report (4660 : Department Reports)

FIXING THESE STREETS

Streets:						
	Graded:					Miles
	Swept:				44	Hours
	Street cut repairs:				15	Each
	Curb & Gutter Repair:					Feet
Drainage:						
	Ditch Cleaning:					Feet
	Culvert Installation:					Feet
	Catch Basin/inlets cleaned:				743	Each
	Levee Inspection:				Yes	
	Flap gate Debris Removal:					
Spraying:						
	Herbicide:					Gallons
	Mosquito:					Miles
Signs:						
	Installed					Each
	Repaired/ Replaced					Each

PARKS DEPARTMENT

THE QUICKER PICKER UPPERS!!!

Work completed

TOM TULLOCK – PARKS

Work Completed:

Fields:

Work Performed: Picked up trash and maintained as needed. Mowed 1 time and weedeated twice.

Restrooms:

Work Performed: Washed all restrooms twice a week and cleaned and swept as needed. Replaced toilet paper and other things as needed also.

Concession Stands:

Work Performed: Picked up trash and debris around concession stands as needed every day.

Splash Pad:

Work Performed: Mowed and weedeated as needed. Maintained chemicals every day. Splash pad is shut down for the winter.

Jogging Trail:

Work Performed: Picked up limbs and trash as needed also, weedeated around trees and rocks as needed. Mowed as needed

Playground Equipment:

Work Performed: Checked and made sure all playground equipment was in good working order. Pressure washed the white fence around playground.

-

Pocket Parks:

Work Performed: Picked up trash and other debris every day. Changed trash barrels as needed in all pocket parks.

Trees:

Work Performed: Cut down trees that had been twisted off or rotted throughout park. Picked up limbs as needed, trimmed all trees along road way in park.

Flags:

Work Performed: Checked flags every day for damage.

Notes:

1. Filled holes throughout park.
2. Sent Park guys to City Hall to help move furniture back into place after contractors finished remodeling.
3. Lowered flags for Pearl Harbor Day.
4. Dug holes for tables at Canfield Park, set and concreted 4 tables for Rotary Club at Canfield Park.
5. Fixed chain-link fence at Canfield Park that had been untied and fell on the ground.



JAMIE RODABAUGH; PAINTING PARK BENCHES (Jan. 2020)

Attachment: Public Works Dept Report (4660 : Department Reports)

LIKE A GOOD NEIGHBOR, WATER DEPARTMENT IS THERE!!!!

**MARK REED – WATER / WASTE
WATER DIRECTOR**



TEXAS AND HOLLY SANITARY SEWER REPAIR (Sept. 2019)

Attachment: Public Works Dept Report (4660 : Department Reports)



COMPLETED RESULT OF THE TEXAS AND HOLLY REPAIR PERFORMED BY THE WATER DEPARTMENT AND THE STREETS DEPARTMENT (Sept. 2019)

Attachment: Public Works Dept Report (4660 : Department Reports)

REPAIRS COMPLETED

10	WATER REPAIRS
7	SEWER REPAIRS

LINE MAINTENANCE (VACCON)

1	HOURS OF OPERATION
500	FEET OF SEWER LINE CLEARED / CLEANED
1	MANHOLES CLEANED

WORK COMPLETED

0	MANHOLE REPAIRS
7	SEWER STOPAGES
5	METER REPAIRS
4	RADIO REPLACEMENTS
0	WATER TAPS
0	SEWER TAPS
6	CUSTOMER PROBLEMS
88	LOCATE LINES
88	TEXAS 811 LINE LOCATES
2	METER BOXES REPLACED
2	METER LIDS REPLACED
0	CLEANOUTS REPLACED / INSTALLED
0	PULLED METERS
18	CUSTOMER REQUESTED TURN ON
19	CUSTOMER REQUESTED TURN OFF
11	CUT OFF SERVICE
58	RECHECKS

MISC:

HARDIN & AMES READINGS CHECKED DAILY

MONTHLY OPERATIONS

2 DAILY	FREQUENCY THAT WATER WELLS ARE CHECKED
40	DISINFECTANT WATER SAMPLES THAT ARE TAKEN
10	SAMPLES FOR MONTHLY MONITORING-CHLORINE REPORT
X2/WKLY	FRQUENCY THAT LIFT-STATIONS ARE CHECKED
MONTHLY	END LINE FLUSHING



ELECTRICAL AERIAL WORK: CORY FORD AND CORY ROBINS

ELECTRICAL DEPARTMENT

LIGHT IS ESSENTIAL

CHARLES YPMA – ELECTRICAL SUPERVISOR

The Electrical Department received 17 requests this month and closed out 7 of them with 10 carrying over to November. The requests range from power restoration, blown fuses, sagging power lines, loose guy wires to security and street lights out. The Electrical Department performed all these tasks with the aid of Texas Elite Electrical Services, LLC.

COMPLETED WORK REQUESTS

MISC. MAINTENANCE	1
PARTIAL POWER	0
NO POWER	2
POWER LINE ISSUE	0
POLE ISSUE	0
SECURITY LIGHT	1
STREET LIGHT	3
TREES AND VINES	0
SET NEW METER	0
TOTAL INCIDENTS RESOLVED	7

Public Works Employee Profiles

STREETS DEPARTMENT



Rodolfo (Rudy) Izaguirre

Rudy started with the City in the Street Dept. working on the chipper truck in August of 1990. While working in The Street Dept. Rudy has filled in on the back of garbage trucks, ran the knuckle boom, maintainer and mowers. He also has done concrete work such as building curbs and gutters and pouring concrete street cuts and has been the primary operator of the street sweeper since 2002. Rudy has plans to retire at the end of March of this year at the age of 71 with 29 years and 8 months of service to the City of Liberty. Rudy will be missed due to the many years of experience the City will be losing, but as his supervisor I couldn't be any happier that this day will soon come for Rudy.

Attachment: Public Works Dept Report (4660 : Department Reports)

PARKS DEPARTMENT



Robert Bird

Robert has worked for the Parks Department and the City of Liberty for 5 months. Mr. Bird's responsibilities include maintaining the parks and softball fields. In his spare time he likes spending time with friends and family. He also likes the benefits with the City like the insurance and the holiday pay.

Attachment: Public Works Dept Report (4660 : Department Reports)

WATER / WASTEWATER DEPARTMENT



Robert Edmonds

Robert has worked for the City of Liberty for 10 years. He started as a meter reader till 2012 and now he works for the Water Department repairing water and sewer lines, works on complaints, line locates and meters throughout the city. Robert enjoys hunting and fishing in his spare time.

Attachment: Public Works Dept Report (4660 : Department Reports)

ELECTRIC DEPARTMENT



Cory Robins

Cory has worked for the City of Liberty for a little over two years. He currently works as a hotline apprentice maintaining and restoring power throughout the city. Cory enjoys coaching his son in basketball in his spare time.

Attachment: Public Works Dept Report (4660 : Department Reports)

DECEMBER // 2019 //

MONTHLY REPORT

CITY OF LIBERTY CONSTRUCTION PROJECTS REPORT



TEXAS STREET DRAINAGE

US 90 Sanitary Sewer Improvements-Phase I is at 84% completion

ALLCO INC.

The City of Liberty, Texas Sanitary Sewer System Improvement, Phase I Project involves improvements to the sanitary sewer trunk line along US 90 from Bowie to just east of FM 2684. This section included the install of the sanitary sewer trunk line by pipe bursting (18" pipe), micro-tunneling method (24" and 30" pipe) and abandoning existing sewer lines along US 90. It also includes the replacement of sanitary sewer manholes. This part of the project is near completion.

MONTHLY REPORT



BYPASS LIFT STATION

The lift station at McGuire Street is about 90% complete. The Beaumont Street lift station about 95% complete. The Lift stations at Johnson and Lakeland Streets are complete. There was very little work completed this month due to the holidays.



BEAUMONT STREET: BEAUMONT LIFT STATION – PROJECTED COMPLETION END OF JANUARY 2020

Texas Street Improvements

Improvements activities along Texas Street have just started to increase. The contractor is removing 6” and 8” sanitary sewer lines and replacing with a 15” sewer line. The storm sewer improvements include removing existing 15” and 24” pipe and replacing them with 18”, 24” and 30” pipe from Beaumont Street to just north of Newman St. The contractor will need to restore the pavement that was removed for the underground facilities. The pavement restoration work has not yet begun. This phase of the project is approximately 85% complete. The contractor has replaced old 15” sanitary sewer pipe with new 15” sanitary sewer pipe by pipe bursting method. Manholes have been removed and replaced. The project is being performed by ALLCO, Inc. out of Beaumont, Texas.

*IN THIS ISSUE***MAIN B LEVEE REPAIR PROJECT**

LEVEE SLOPE AND PIPE REPAIR
BOWIE STREET

CONSTRUCTION IS 60% COMPLETE

BY TLC & CONTRACTING

TCL Trucking and Contracting was awarded the contract and the start date was September 6th, 2019. The project is to perform repairs to the Main B Levee



MAIN B LEVEE REPAIR WORK

which include earth levee repairs and culvert repairs. The project shall be

substantially completed in 120 calendar days and all work shall be completed in 165 calendar days. The final completion date is February 18th, 2020. TLC Trucking and Contracting is out Houston, Texas. The contractor installed select fill, rockfill toe stabilization, a coffer dam and dewatering pumps this month.



MAIN B LEVEE REPAIR

MONTHLY REPORT



LEVEE PIPE TRENCH PRIOR TO DEWATERING



PLACING CONCRETE PIPE CRADLE FOUNDATION WITH INSTALLED WELL POINTS

HOLLY STREET

WATER AND STORM DRAINAGE IMPROVEMENT PROJECT 95% COMPLETE

WADECON, LLC

The Construction of the Holly Street Project involves upgrading the existing water line and storm drainage from North Travis heading west to the end of the Holly Street right of way. The contractor has installed the drainage culverts, inlets and waterline on the project. The contractor is currently working on the pavement restoration. The contractor started work on July 22nd, 2019. The work is being performed by Wadecon, LLC out of Kingwood, Texas. The projected completion of this project is the end of January 2020.



HOLLY STREET BASE PREPARATION FOR OVERLAY



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

5.D

Meeting: 01/14/20 06:00 PM

Department: Administration
Category: Reports

INFORMATION ITEM (ID # 4661)

DOC ID: 4661

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: 01/14/20 06:00 PM

Department: Administration
Category: Comments

INFORMATION ITEM (ID # 4662)

DOC ID: 4662

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, December 10, 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 December 10, 2019 at the City Council Chambers, 1829 Sam Houston Liberty, TX at 6:00 PM by Mayor Carl Pickett.

Attendee Name	Title	Status	Arrived
Carl Pickett	Mayor	Present	
Diane Huddleston	Mayor ProTem	Present	
Dennis Beasley	Council Member	Present	
Libby Simonson	Council Member	Present	
David Arnold	Council Member	Absent	
Chipper Smith	Council Member	Present	
Neal Thornton	Council Member	Present	
Tom Warner	City Manager	Present	
Chris Jarmon	Asst. City Manager	Present	
Naomi Herrington	Asst. City Manager	Present	
Dianne Tidwell	City Secretary	Present	
Brandon Davis	City Attorney	Present	

II. INVOCATION

The Invocation was given by Pastor Glenn Leatherman, First Baptist Church, Liberty.

III. PLEDGE OF ALLEGIANCE

The Pledge to the American and Texas flags was led by Asst. Fire Chief Steven Grimm and Public Works Director Damon Jones, respectively.

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.

V. PRESENTATIONS / REPORTS

A. Information Item (ID # 4646)

City Manager's Report - City Mgr. T. Warner - Projects & Activities - City Hall Closures - City Hall Repairs - Holly Street Project Main B Levee Repairs - Sanitary Sewer Project

COMMENTS - Current Meeting:

City Manager Tom Warner reported on numerous City projects and activities including:

- Annual Country Christmas Parade and Celebration was a huge success
- City Hall Interior Repairs and Improvements expected to be complete by the end of December
- Update on various projects; Holly Street Drainage, Sanitary Sewer Improvements, Main "B" Levee Repairs and Electric Projects
- Closures of City facilities for Christmas and New Years' Holidays.

ATTACHMENTS:

- City Manager's Report(DOCX)

B. Information Item (ID # 4649)

Finance Report - Asst. City Mgr./CFO - N. Herrington

COMMENTS - Current Meeting:

Asst. City Mgr./CFO Naomi Herrington reported on the City's finances ending October 31, 2019. Ms. Herrington reviewed the various funds and the status of each, payment of Workers' Comp/ Liability Insurance, and stated that the cash in bank for the General Fund is \$1.6 million.

C. Information Item (ID # 4657)

Department Reports

COMMENTS - Current Meeting:

City Manager Tom Warner reviewed the various photos in the monthly department reports, stating these reports were placed in the Agenda Packet for Council's review.

ATTACHMENTS:

- Fire Dept. Rpt. - Nov. (XLS)
- Inspection Dept. Rpt. Nov. (XLSX)
- Library Narrative Rpt. - Nov. (DOCX)
- Library Stats Rpt. - Nov. (XLSX)
- Library Volunteer Rpt. - Nov. (XLSX)
- Police Dept. Rpt.-Nov.(XLS)
- Public Works Rpt. - Nov. (DOCX)
- Public Works Construction Rpt - Nov. (DOCX)

D. Information Item (ID # 4647)

Sam Rayburn Municipal Power Agency - Mayor Pickett

COMMENTS - Current Meeting:

Mayor Pickett, President of the Sam Rayburn Municipal Power Agency, reported that there was no immediate business to report and that the next Agency Meeting would be held December 17, 2019.

ATTACHMENTS:

- SRMPA Minutes - Sept 2019 (PDF)
- SRMPA Minutes - Oct 2019 (PDF)

E. Information Item (ID # 4648)

Mayor, Council and Staff Comments

COMMENTS - Current Meeting:

Mayor Pickett, on behalf of the City Council, wished everyone a very Merry Christmas and reminded the Council of the City Employee Christmas Dinner on December 12.

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, Council Member
SECONDER:	Diane Huddleston, Mayor ProTem
AYES:	Pickett, Huddleston, Beasley, Simonson, Smith, Thornton
ABSENT:	David Arnold

A. Minutes Approval

1. Tuesday, November 12, 2019
2. Tuesday, November 19, 2019

VII. REGULAR AGENDA

A. Regular Session

1. Council Action 2019-102

Consider an amendment to the lease agreement with Distinct Cantinas, Inc. for operation of the restaurant at the Liberty Municipal Golf Course.

COMMENTS - Current Meeting:

City Attorney Brandon Davis reported on the proposed amendments to the lease agreement

with Distinct Cantinas for operation of the restaurant at the City's Golf Course. Mr. Davis reported that the lessee requested a two-month extension on the time in which the restaurant is to open, have access to the facility so they can now begin preparation for an open facility, and a revised signature page to the document.

After brief discussion, a motion was made to approve the amended Lease Agreement with Distinct Cantinas, Inc.

ATTACHMENTS:

- EXHIBIT A - Commercial Lease Amendment - FINAL (DOCX)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Libby Simonson, Council Member
SECONDER:	Neal Thornton, Council Member
AYES:	Pickett, Huddleston, Beasley, Simonson, Smith, Thornton
ABSENT:	David Arnold

2. Ordinance 2019-32

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 FIRE DEPARTMENT INSPECTION AND PERMIT FEES; 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:

Mayor Pickett read the caption of the Ordinance into the record as follows:

"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 FIRE DEPARTMENT INSPECTION AND PERMIT FEES; 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."

Following review of the proposed rates and fees, a motion was made to adopt the Ordinance amending the Master Fee Schedule to include Fire Department Inspection and Permit Fees.

ATTACHMENTS:

- EXHIBIT A - Fire Marshall Fees (PDF)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Libby Simonson, Council Member
SECONDER:	Diane Huddleston, Mayor ProTem
AYES:	Pickett, Huddleston, Beasley, Simonson, Smith, Thornton
ABSENT:	David Arnold

3. Ordinance 2019-33

CONSIDER ADOPTION OF AN ORDINANCE OF THE CITY OF LIBERTY, TEXAS AUTHORIZING THE SUSPENSION OF THE EFFECTIVE DATE FOR AN ADDITIONAL NINETY (90) DAYS BEYOND THE EFFECTIVE DATE PROPOSED BY CENTERPOINT IN CONNECTION WITH ITS STATEMENT OF INTENT TO INCREASE RATES FOR CENTERPOINT'S BEAUMONT/EAST TEXAS DIVISION, FILED ON NOVEMBER 14, 2019; AUTHORIZING THE HIRING OF LAWYERS AND RATE EXPERTS; AUTHORIZING THE CITY'S PARTICIPATION TO THE FULL EXTENT PERMITTED BY LAW AT THE RAILROAD COMMISSION OF TEXAS; REQUIRING REIMBURSEMENT OF MUNICIPAL RATE CASE EXPENSES; FINDING THAT THE MEETING COMPLIES WITH THE OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; DECLARING 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:

Mayor Pickett read the caption of the Ordinance into the record as follows:

"ORDINANCE OF THE CITY OF LIBERTY, TEXAS AUTHORIZING THE SUSPENSION OF THE EFFECTIVE DATE FOR AN ADDITIONAL NINETY (90) DAYS BEYOND THE EFFECTIVE DATE PROPOSED BY CENTERPOINT IN CONNECTION WITH ITS STATEMENT OF INTENT TO INCREASE RATES FOR CENTERPOINT'S BEAUMONT/EAST TEXAS DIVISION, FILED ON NOVEMBER 14, 2019; AUTHORIZING THE HIRING OF LAWYERS AND RATE EXPERTS; AUTHORIZING THE CITY'S PARTICIPATION TO THE FULL EXTENT PERMITTED BY LAW AT THE RAILROAD COMMISSION OF TEXAS; REQUIRING REIMBURSEMENT OF MUNICIPAL RATE CASE EXPENSES; FINDING THAT THE MEETING COMPLIES WITH THE OPEN MEETINGS ACT; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; DECLARING 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."

After brief discussion of the CenterPoint proposed rate increase, City Manager Tom Warner stated that each municipality in the service area must choose to approve, deny, modify, or suspend the rate increase request by December 19, 2019. Mr. Warner further stated that as in prior rate cases, the City of Liberty has joined with other cities to retain legal counsel and rate consultants to represent the various cities. Cities may suspend the rate change for a period up to 90 days from the effective date. The 90-day period provides the consultants an opportunity to review the case and supporting documents, in order to provide a recommendation on future action.

A motion was made to adopt the Ordinance suspending the effective date for an additional 90 days, authorizing the City's participation in the Steering Committee of Cities to retain legal counsel and rate consultants, and to participate in rate proceedings before the Railroad Commission or any state courts.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dennis Beasley, Council Member
SECONDER:	Neal Thornton, Council Member
AYES:	Pickett, Huddleston, Beasley, Simonson, Smith, Thornton
ABSENT:	David Arnold

4. Council Action 2019-103

Minutes Acceptance: Minutes of Dec 10, 2019 6:00 PM (Minutes Approval)

Consider the sale of tax trust property located at 1610 Texas.

COMMENTS - Current Meeting:

City Attorney Brandon Davis reported on tax trust property located at 1610 Texas Street. An offer of \$51,000.00 has been made, and if the bid is accepted and following court costs, publication fees, and filing fees, the amount distributed to the City will be \$12,038.64. The property will then be placed back onto the tax roll.

After brief discussion, a motion was made to accept the bid of \$51,000.00, for the tax trust property described as 0.3719 acres, Lot 1, 2(N/2), Bill Davis Subdivision (1610 Texas).

ATTACHMENTS:

- Tax Property Info (PDF)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Libby Simonson, Council Member
SECONDER:	Chipper Smith, Council Member
AYES:	Pickett, Huddleston, Beasley, Simonson, Smith, Thornton
ABSENT:	David Arnold

5. Work Session (ID # 4653)

The City Council will conduct a Work Session regarding the 2019 Charter Review Commission's proposed changes to the City of Liberty Home Rule Charter.

COMMENTS - Current Meeting:

City Attorney Brandon Davis reported the 2019 Charter Review Commission has completed their review of the City's Home Rule Charter. Mr. Davis reviewed and explained the purpose of each proposed change to the Charter. After lengthy discussion, Mr. Davis stated that the changes will be written in a final report form and presented to Council, at which time they may vote whether or not to submit these changes to the voters.

ATTACHMENTS:

- Proposed Charter Changes (DOCX)

B. Executive Session

Tx. Gov. Code §551.074 - Personnel Matters.

To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

- ☐ Liberty Municipal Library
- ☐ Liberty Municipal Golf Course

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

To seek advice regarding contemplated / pending litigation.

- ☐ Discussion with the City Attorney - FEMA Appeal.

At 7:19 p.m., Mayor Pickett closed the open meeting and opened the Executive Session as authorized above.

C. Reconvene into Regular Session

At 8:00 p.m., Mayor Pickett closed the Executive Session and reconvened the open meeting.

1. Ordinance 2019-34

CONSIDER ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS AMENDING THE CITY'S BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2019 AND ENDING ON SEPTEMBER 30, 2020; PROVIDING FOR AN INCREASE IN EXPENDITURES IN THE LIBERTY MUNICIPAL GOLF COURSE BUDGET AND THE LIBRARY BUDGET; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET, AS AMENDED AND ADOPTED; 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:

Mayor Pickett read the caption of the Ordinance into the record as follows:

"AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LIBERTY, TEXAS AMENDING THE CITY'S BUDGET FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2019 AND ENDING ON SEPTEMBER 30, 2020; PROVIDING FOR AN INCREASE IN EXPENDITURES IN THE LIBERTY MUNICIPAL GOLF COURSE BUDGET AND THE LIBRARY BUDGET; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET, AS AMENDED AND ADOPTED; 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."

A motion was made to adopt the Ordinance, amending the budget to fund new positions at the Liberty Municipal Library and the Liberty Municipal Golf Course.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Libby Simonson, Council Member
SECONDER:	Chipper Smith, Council Member
AYES:	Pickett, Huddleston, Beasley, Simonson, Smith, Thornton
ABSENT:	David Arnold

2. Council Action 2019-104

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

COMMENTS - Current Meeting:

A motion was made to approve a settlement with the Federal Emergency Management Agency (FEMA), as discussed in the Executive Session.

Minutes Acceptance: Minutes of Dec 10, 2019 6:00 PM (Minutes Approval)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Libby Simonson, Council Member
SECONDER:	Dennis Beasley, Council Member
AYES:	Pickett, Huddleston, Beasley, Simonson, Smith, Thornton
ABSENT:	David Arnold

VIII. ADJOURNMENT

A. Motion To: Adjourn

COMMENTS - Current Meeting:

There being no further business before the Council, Mayor Pickett adjourned the meeting at 8:03 p.m.

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Carl Pickett, Mayor

ATTEST:

Dianne Tidwell, City Secretary

Minutes Acceptance: Minutes of Dec 10, 2019 6:00 PM (Minutes Approval)



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.1

Meeting: 01/14/20 06:00 PM

Department: Administration
Category: Miscellaneous Issues

INFORMATION ITEM (ID # 4663)

DOC ID: 4663

Subject: No Manufactured Home Zones

Background:

By adoption of previous ordinances, the Liberty City Council has detailed location restrictions for manufactured homes.

Jan 14. Met



REQUEST FOR PLACEMENT OF AN ISSUE ON A CITY COUNCIL AGENDA

Regular called meetings of the City Council are held on the second Tuesday of each month at 6:00 p.m.

Special called meetings are normally held on the fourth Tuesday of each month at 6:00 p.m., or on other dates as time allows.

The deadline for an issue to be placed on the next council agenda is the Wednesday prior to the council meeting. This form must be turned in by 5:00 p.m. on this day.

Date of Submission of Request 1/6/2020

Date of Council Meeting 1/14/2020

Name James + Tacy DuBose

Street Address _____

700 Wiggins Rd

City _____ State _____ Zip Code _____

Liberty Tx 77575

Telephone No. _____ Fax No. _____

Please list below the issue that you wish to be brought before the Council.

Mobile homes being allowed to move
in on our road - thought it was a
non mobile home ordinance

This request will be reviewed by the City Manager and the requestor will be notified regarding the above-mentioned topic being placed on an agenda.

For City Use Only

Date this form given to the City Manager 1/6/2020

Date requestor was notified 1/8/2020 - 1:20 P.M.

Comments MR. DuBose states they will be present

Attachment: DuBose Request (4663 : No Manufactured Home Zones)



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.2

Meeting: 01/14/20 06:00 PM

Department: Administration
Category: Reports

INFORMATION ITEM (ID # 4664)

DOC ID: 4664

Subject: Charter Review Commission Final Report

Background: City Attorney Brandon Davis will review the Commission's Final Report of proposed changes to the City's Home Rule Charter. City of Liberty Home Rule Charter Sec. 13.13(b) states that "the City Council shall receive and have published in a newspaper of general circulation in the City of Liberty any report presented by the Charter Review Commission...."

2020 Charter Review Commission Final Report

1. Section 1.03 – Change of boundaries and residents’ rights
 - a. The amendment changes the rules for annexation to follow Texas state law.
2. Section 3.02 – Qualifications
 - a. The amendment adds a requirement that members of the City Council shall not have due and owing any delinquent property taxes to the City of Liberty.
3. Section 3.05 – Resignations and Vacancies
 - a. This amendment removes procedures for dealing with resignations and vacancies and replaces with new procedures for dealing with resignations and vacancies. Specifically, if a vacancy occurs on the City Council, the remaining City Council members and mayor may fill the vacancy by appointment until the next regularly scheduled City Council election or may order a special election to fill the vacancy. If more than one (1) year remains in the term of the position vacated, the vacancy shall be filled not later than the 180th day after the date the vacancy occurs.
4. Section 3.06 – Powers of the City Council
 - a. Subsection (a): The amendment clarifies that the City Council only has the authority to remove officers or employees who were appointed to the positions directly by the City Council.
 - b. Subsection (b): The amendment expands the City Council’s power to establish, consolidate or abolish any department. The Charter previously limited that power to the administrative department. This amendment also removes the Council’s authority to distribute the work of divisions.
 - c. Subsection (g): The amendment acknowledges that the city has multiple building codes and not just a single building code.
 - d. Subsection (i): The amendment adds city staff to those who can propose plans to the City Council for approval.
 - e. Subsection (m): Allow City Council to approve salary ranges for city officers and employees instead of specific salaries.
 - f. Subsection (n): Change to require property owners to connect a sanitary sewer and water system with their premises only when said system is readily available.
 - g. Subsection (r): This amendment changes specific notice requirements for nuisance abatement to follow Texas state law.

- h. Subsection (r): This amendment changes the person responsible for filing a statement of expense with the County Clerk from the city's health officer to the code enforcement officer.
 - i. Subsection (s): This amendment removes the City Council's authority to prohibit nuisances outside the city's limits.
- 5. Section 3.08 – Meetings and agenda items of the city council
 - a. This amendment removes the requirement that City Council meetings be held in the council chambers at city hall and authorizes the City Manager to call special meetings of the City Council.
- 6. Section 3.09 – Rules of procedure
 - a. Changes quorum requirement for city council meetings from two-thirds to a simple majority and removes the requirement that ordinances be kept in a physical book since they are now kept electronically.
- 7. Section 3.10 – Procedure for passage of ordinance
 - a. This amendment removes the requirement that ordinances be read on two separate days prior to passage.
- 8. Section 4.02 – Department of police
 - a. This amendment clarifies that the City Manager has the authority to remove the Chief of Police without the City Council's prior approval and removes a reference to an incorrect section of the Texas Local Government Code.
- 9. Section 4.03 – City secretary
 - a. Changes authority to appoint City Secretary and assistant city secretaries from City Council to City Manager and authorizes the City Manager to assign duties to said City Secretary.
- 10. Section 4.04 – Municipal court
 - a. This amendment removes the subsection providing that the City Secretary or assistant secretary shall be an ex officio clerk of the municipal court and authorizes City Council to appoint an interim judge of the municipal court to serve in the absence or disability of the municipal court judge instead of having the Mayor or Mayor Pro Tem act as said interim judge.
- 11. Section 4.07 – Other departments
 - a. Remove this section entirely because the Charter already discusses this subject in another section.
- 12. Section 5.01 – Elections generally
 - a. This amendment changes the term from "regular election" to "general election"; clarifies that "Texas" state law applies to elections; and removes the requirement that special elections be ordered via a City Council resolution.

13. Section 5.04 – The official ballot
 - a. This amendment changes the procedures for drawing for a place on the election ballot to require said procedures to follow Texas state law.
14. Section 5.05 – Election by plurality
 - a. This amendment changes the term from “regular election” to “general election” and changes the procedures regarding tie votes to follow Texas state law.
15. Section 5.08 – Oath of office
 - a. Change the oath of office to follow Texas state law.
16. Section 6.03 – Form of recall petition
 - a. Change year on verified oath for petitions for recall from 19__ to 20__.
17. Section 6.05 – Presentation of petition to City Council
 - a. Change number of days for presentation of recall petition to City Council by City Secretary from 5 days to 10 days.
18. Section 6.07 – Election to be called
 - a. This amendment changes the date requirements for recall elections to ensure that they comply with Texas state law.
19. Section 7.02 – Initiative
 - a. This amendment changes the term “regular municipal election” to “general municipal election” and changes the number of days for presentation of initiative petition to City Council by City Secretary from 5 days to 10 days.
20. Section 7.03 – Referendum
 - a. Changes number of days for presentation of referendum petition to City Council by City Secretary from 5 days to 10 days.
21. Section 8.02 – Department of city planning and zoning
 - a. This amendment provides that the department of city planning and zoning shall be under the control and direction of the City Manager or his designee instead of the director of city planning due to the fact that the city does not have a director of city planning and clarifying that Texas state law applies to the appointment of members to the city planning and zoning commission.
22. Section 9.02 – Preparation and submission of budget
 - a. Subsection (i): Changes itemization of positions requirement in the budget to show range of pay for positions instead of rate of pay.
23. Section 9.07 – Vote required for adoption of budget
 - a. This amendment provides that the budget must be adopted as prescribed by Texas state law.

24. Section 9.08 – Date of final adoption of budget
 - a. This amendment provides that the final budget must be adopted in accordance with the timelines set forth in Texas state law.
25. Section 9.15 – Department of taxation
 - a. This amendment removes the section entirely because the city does not have a department of taxation and instead uses the Liberty County Tax Assessor/Collector for tax collection purposes.
26. Section 9.18 – Taxes; when due and payable
 - a. This amendment strikes the word “city” before “assessor-collector” because the City uses the Liberty County Tax Assessor/Collector and it clarifies that Texas state law applies to delinquent taxes.
27. Section 9.19 – Seizure and sale of personal property
 - a. This amendment changes the procedures for the seizure and sale of personal property requiring them to follow Texas state law.
28. Section 10.05 – Grant not to be exclusive
 - a. Removes the exclusion of exclusive franchises for the construction, maintenance and operation of public utilities.
29. Section 11.04 – Sales of water and sewer services
 - a. This amendment changes the word “profit” to “revenue” because the City does not have profits.
30. Section 12.02 – Revenue bonds
 - a. Change to fix grammatical errors clarifying that the City shall have the powers listed in this section.
31. Section 13.02 – Personal interest in city contract
 - a. This amendment changes the conflict of interest laws for City officers to follow Texas state law.
32. Section 13.03 – Drilling operations
 - a. This amendment removes the explicit authority of the City Council to prohibit or regulate oil, gas and sulphur wells.
33. Section 13.13 – Charter review commission
 - a. This amendment changes the requirement that a charter review commission be appointed every two years to every tenth year without prohibiting City Council from choosing to convene a special charter review commission at any time.
34. Authorize replacing the term “city clerk” to “city secretary throughout the Charter.

35. Authorize the correction of grammatical errors from multiple places within the charter.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.3

Meeting: 01/14/20 06:00 PM

Department: Administration
Category: Charter Review Comm

COUNCIL ACTION (ID # 4665)

DOC ID: 4665

Subject: Proposed Charter Amendments

Background: City of Liberty Home Rule Charter Sec. 13.13(b) also states, in summary, that the City Council shall consider any recommendations made by the Charter Review Commission and may order such amendment or amendments to be submitted to the voters of the City.

2020 CITY OF LIBERTY CHARTER ELECTION BALLOT LANGUAGE

Proposition A:

FOR/AGAINST Shall Section 1.03 of the City Charter related to changes of boundaries and residents' rights be amended to be consistent with Texas state law?

Charter Language if Approved:

Sec. 1.03. Change of boundaries and residents' rights.

The boundaries of the city may be altered by extension or contraction through annexation or disannexation of territory by one or more of the following methods:

a. Annexation.

The city council shall have the power to annex territory to the city in any manner and by any procedure that may now or hereafter be provided by Texas state law.

b. Disannexation of territory. Territory in the city may be detached from the corporate limits pursuant only to Texas state law and city charter. However, any detached territory shall remain liable for its prorated share of indebtedness incurred while such territory was a part of the city, and the city shall continue to levy and collect taxes within the territory until such indebtedness is discharged.

Municipal services shall be extended to annexed territory in accordance with Texas state law and city ordinances.

Impact: This Charter amendment will clarify that the City is only allowed to annex property as set out in Texas state law.

Proposition B:

FOR/AGAINST Shall Section 3.02 of the City Charter related to qualifications of city council members be amended adding the requirement that members of the city council shall not have due and owing any delinquent property taxes to the City of Liberty?

Charter Language if Approved

Sec. 3.02. Qualifications.

Each member of the city council shall be a permanent resident citizen of the City of Liberty; shall not have due and owing any delinquent property taxes to the City of Liberty; shall have resided in the State of Texas for a period of twelve (12) months; and shall have been such resident citizen of

the City of Liberty for a period of not less than twelve months immediately preceding his election, provided however, that any person with the above qualifications, except as to residence, who shall have been a permanent resident, for a period of not less than twelve (12) months immediately preceding his election, of any of the territory not formerly within the corporate limits of said city, but which is annexed under the provisions of section 1.03 of this charter, shall be eligible for said office. A person also must meet the following requirements to be eligible to be a candidate for or elected or appointed to, or to remain in the office of mayor or councilperson: be a United States citizen; be a qualified voter; not have been determined mentally incompetent by a final judgment of a court of proper jurisdiction; not have been finally convicted of a felony from which the person has not been pardoned or otherwise released from resulting disabilities; or convicted in a felony or in a crime involving moral turpitude from which the person has not been pardoned or otherwise released from resulting disabilities. A member of the city council who ceases to be eligible to serve on the council shall automatically forfeit his office.

Impact: This amendment prohibits individuals from serving on the city council if they owe delinquent property taxes.

Proposition C:

FOR/AGAINST

Shall Section 3.05 of the City Charter related to resignations and vacancies be amended so as to remove the existing procedures for dealing with resignations and vacancies and replacing same with new procedures for handling resignations and vacancies stating that the city council may fill a vacancy of the mayor or council members by either calling for a special election to fill the vacancy or by appointing a new member to serve until the next regularly scheduled city council election?

Charter Language if Approved

Section 3.05 – Resignations and Vacancies

The resignation of any member of council, including the mayor must be in writing, signed and delivered to the presiding officer. The city council may not refuse to accept a resignation. If a resignation is submitted, whether to be effective immediately or at a future date, a vacancy occurs on the date the resignation is accepted by the city council or on the eighth day after the date of its receipt by the council, whichever is earlier.

All public officers shall continue to perform the duties of their offices until their successors shall be duly qualified (i.e., sworn in). Until the vacancy is filled by a successor, the public officer continues to serve and have the

duties and powers of office and continues to be subject to the nepotism provisions. A holdover public official may not vote on the appointment of his or her successor. A person elected or appointed to serve as a council member, or mayor, must remain a resident of the city throughout the term of office.

A vacancy on the city council may be created by the mayor's or a city council member's resignation, removal, incapacity, or death. If a vacancy occurs on the city council, the remaining city council members and mayor may fill the vacancy by appointment until the next regularly scheduled city council election or may order a special election to fill the vacancy. Said special election shall be held on the next available uniform election date. If more than one year remains in the term of the position vacated, the vacancy shall be filled not later than the 180th day after the date the vacancy occurs. To be eligible to be appointed to the city council, a person must meet the qualifications for a councilmember set forth in this charter.

A special election to fill a vacancy shall be conducted in the same manner as the city's general election and in accordance with all Texas state laws related to municipal elections. An election to fill a vacancy shall be to fill the unexpired term only.

The same rules outlined above shall apply to filling a vacancy in the mayor's position."

Impact: This amendment will completely change the process for filling vacancies on the city council. Currently, the city council can appoint new members to fill vacancies for the remainder of the unexpired term. Under this amendment the city council could either call a special election to fill the vacancy or appoint a new member to serve only until the next municipal election.

Proposition D:

FOR/AGAINST

Shall Section 3.06, subsection (a) of the City Charter related to powers of the city council be amended to clarify that the city council only has the authority to remove officers or employees who were appointed to the positions directly by the city council?

Charter Language if Approved

Sec. 3.06 (a) – Powers of the City Council

All powers of the city and the determination of all matters of policy shall be vested in the city council. Without limitation of the foregoing, the council shall have power to:

(a) Remove from any office or position of employment in the city government any officer, employee, or member of any board or commission, provided that said officer, employee, or board member was appointed to the position directly by the City Council.

Impact: If approved this amendment would prohibit the city council from removing officers or employees that were not directly hired by the city council.

Proposition E:

FOR/AGAINST

Shall Section 3.06, subsection (b) of the City Charter related to powers of the city council be amended to clarify that the city council has the authority to establish, consolidate or abolish any department and removing the city council's authority to distribute the work of divisions?

Charter Language if Approved

Sec. 3.06 (b) – Powers of the city council

All powers of the city and the determination of all matters of policy shall be vested in the city council. Without limitation of the foregoing, the council shall have power to:

(b) Establish, consolidate or abolish departments.”

Impact: If approved this amendment will clarify that the City Council has the authority to establish, consolidate, or abolish city departments. However, it also removes the city council's authority to distribute the work of divisions within the city. Instead the city manager would have the authority to distribute work of the employees and divisions.

Proposition F:

FOR/AGAINST

Shall Section 3.06, subsection (g) of the City Charter related to powers of the city council be amended to reflect that the city has multiple building codes?

Charter Language if Approved

Sec. 3.06 (g) – Powers of the city council

All powers of the city and the determination of all matters of policy shall be vested in the city council. Without limitation of the foregoing, the council shall have power to:

- (g) Adopt and modify the zoning plan and building codes of the city.

Impact: This amendment clarifies that the City has adopted multiple building codes and not just a single building code.

Proposition G:

FOR/AGAINST

Shall Section 3.06, subsection (i) of the City Charter related to powers of the city council be amended to add city staff to those who can propose plans to the city council for approval?

Charter Language if Approved

Sec. 3.06 (i) – Powers of the city council

All powers of the city and the determination of all matters of policy shall be vested in the city council. Without limitation of the foregoing, the council shall have power to:

- (i) Adopt, modify and carry out plans proposed by the city planning and zoning commission and city staff related to properties and improvements in non-compliance with city ordinances within the city's jurisdiction."

Impact: This amendment adds "city staff" to those capable of recommending plans to the city council. Realistically city staff is who makes the majority of recommendations to city council and not the planning and zoning commission.

Proposition H:

FOR/AGAINST

Shall Section 3.06, subsection (m) of the City Charter related to powers of the city council be amended to allow the city council to approve salary ranges for city officers and employees instead of specific salaries?

Charter Language if Approved

Sec. 3.06 (m) – Powers of the city council

All powers of the city and the determination of all matters of policy shall be vested in the city council. Without limitation of the foregoing, the council shall have power to:

- (m) Approve salary ranges for city officers and employees.

Impact: This amendment makes it clear that the city council only approves salary ranges for employees but instead allows the city manager to set the specific salary for employees within the ranges set out by the city council.

Proposition I:

FOR/AGAINST

Shall Section 3.06, subsection (n) of the City Charter related to powers of the city council be amended clarifying that property owners are only required to connect a sanitary sewer or water system with their premises when said water system or sanitary sewer system are readily available?

Charter Language if Approved

Sec. 3.06 (n) – Powers of the city council

All powers of the city and the determination of all matters of policy shall be vested in the city council. Without limitation of the foregoing, the council shall have power to:

(n) Provide for a sanitary sewer and water system and require property owners, when readily available, to make connections of such sewers with their premises and to provide for fixing a lien against any property owner's premises who fails or refuses to make sanitary sewer connections and to charge the cost against said owner and make it a personal liability. To provide for fixing penalties for a failure to make sanitary sewer connections.

Impact: This amendment clarifies that property owners can only be required to connect to the City's water or sewer systems when said systems are readily available to the premises.

Proposition J:

FOR/AGAINST

Shall Section 3.06, subsection (r) of the City Charter related to powers of the city council be amended making specific notice requirements for nuisance abatement consistent with Texas state law and changing the person responsible for filing a statement of expense for said notice with the County Clerk from the city's health officer to the city's code enforcement officer?

Charter Language if Approved

Sec. 3.06 (r) – Powers of the city council

All powers of the city and the determination of all matters of policy shall be vested in the city council. Without limitation of the foregoing, the

council shall have power to:

(r) Require the filling up, drainage, and regulating of any lot or lots, grounds, yards, or any other places in the city which shall be unwholesome, or have stagnant water therein, or from any other cause be in such condition as to be liable to produce disease; to cause all premises to be inspected and to impose fines on the owners of houses under which stagnant water may be found, or upon whose premises such stagnant water may be found, and to pass such ordinances as they may deem necessary for the purposes aforesaid and for making, filling up, altering or repairing of all sinks, and privies, and directing the mode and material for constructing them in the future, and for cleaning and disinfecting the same; and for cleansing of any house, building, establishment, lot, yard or ground from filth, carrion or other impure or unwholesome matter of any kind; to require the owner of any lot or lots within the City of Liberty to keep the same free from weeds, rubbish, brush and any and all other objectionable, unsightly or unsanitary matter of whatever nature, and if such owner fails or refuses to do so, then the city may, in accordance with Texas state law, do such work or may cause the same to be done and may pay therefor and charge the expenses incurred in doing or having such work done or improvements made, to the owner of such property as herein provided; and to punish any owner or occupant violating the provisions of any ordinance so passed, as aforesaid; and the city council shall also, in addition to the foregoing remedy, have the power to cause any of the improvements above mentioned to be done at the expense of the city, on account of the owners, and cause the expense thereof to be assessed on the real estate, or lot or lots upon which such expense is incurred. On filing with the county clerk of Liberty County, Texas, a statement by the mayor or city code enforcement officer of such expenses, the city shall have a privileged lien thereon, second only to tax liens and liens for street improvements to secure the expenditures so made, and ten (10) percent interest on the amount from the date of such payment. For any such expenditures, and interest, as aforesaid, suit may be instituted and recovery and foreclosure had in the name of the City of Liberty; and the statement so made, as aforesaid, or a certified copy thereof, shall be prima facie proof of the amount expended in any such work or improvements.”

Impact: If approved this amendment will make the city’s nuisance abatement notice requirements consistent with Texas state law. Also, the city does not have a health officer and the city’s code enforcement officer is the employee that handles nuisance abatement currently.

Proposition K:

FOR/AGAINST

Shall Section 3.06, subsection (s) of the City Charter related to powers of the city council be amended to remove the city council’s authority to prohibit nuisances outside the city’s limits?

Charter Language if Approved

Sec. 3.06 (s) – Powers of the city council

All powers of the city and the determination of all matters of policy shall be vested in the city council. Without limitation of the foregoing, the council shall have power to:

(s) Define all nuisances and prohibit the same within the city; to police all parks or grounds, speedways, or boulevards owned by the city and lying outside of the city, to prohibit the pollution of any stream, drain or tributaries thereof, which may constitute the source of water supply of the city and to provide for policing the same as well as to provide for the protection of any watersheds and the policing of same; to inspect dairies, slaughter pens and slaughterhouses inside or outside the city limits, from which meat or milk is furnished to the inhabitants of the city.”

Impact: This amendment clarifies that the city council does not have the legal authority to regulate nuisances outside the city’s limits. The current charter grants the city council authority to regulate nuisances 5,000 feet outside the city’s limits.

Proposition L:

FOR/AGAINST

Shall Section 3.08 of the City Charter related to meetings and agenda items of the city council be amended so as to remove the requirement that meetings of the city council be located in the council chambers at the city hall and to give the city manager the ability to call special meetings of the city council at any time?

Charter Language if Approved

Sec. 3.08 – Meetings and agenda items of the city council

The city council shall hold at least one (1) regular meeting in each month at a time to be fixed by ordinance, and may hold as many additional meetings during the month as may be necessary for the transaction of the business of the city and its citizens. The mayor, city manager, or any two (2) members of the city council may call special meetings of the city council at any time. All meetings shall be held upon such notice given pursuant to and shall be conducted in compliance with the Texas Open Meetings Act, now or hereafter amended. The city council will from time to time at discretion of the city council establish policies approved by majority vote for calling meetings and setting agendas of the city council.”

Impact: If approved this amendment will allow the city council to hold meetings in locations other than the council chambers. For example, if a large crowd were to attend a meeting the city council could not have the meeting in the larger Liberty Center at city hall and remain in compliance with the city's charter. The city council must still follow all posting and notice requirements set forth in the Texas Open Meetings Act.

Proposition M:

FOR/AGAINST

Shall Section 3.09 of the City Charter related to rules of procedure be amended so as to change the quorum requirement for city council meetings from two-thirds to a simple majority of council members and removing the requirement that ordinances be kept in a physical book since they are now kept electronically?

Charter Language if Approved

Sec. 3.09 – Rules of procedure

The city council shall determine its own rules of procedure and shall compel the attendance of its members. A simple majority of the qualified members of the city council shall constitute a quorum to do business and the affirmative vote of the majority of those present shall be necessary to adopt any ordinance or resolution. Minutes of the proceedings of all meetings of the city council shall be kept, to which any citizen may have access at all reasonable times, and which shall constitute one (1) of the archives of the city. The vote upon the passage of all ordinances and resolutions shall be taken by the “ayes” and “nays” and entered upon the minutes, and every ordinance or resolution upon its final passage, shall be recorded and shall be authenticated by the signature of the presiding officer and the person performing the duties of the city secretary. It shall not be necessary to copy ordinances in the minutes, but only the number and caption of all ordinances passed shall be copied in the minutes.”

Impact: If approved the city council will allowed to meet as long as a simple majority of the city council members are present. Under the current Charter 2/3rds of the council members must be present. Furthermore, this amendment will allow the city to record the ordinances and resolutions approved electronically instead of in a physical book as required in the current Charter.

Proposition N:

FOR/AGAINST

Shall Section 3.10 of the City Charter relating to the procedure for passage of ordinances be amended to remove the requirement that ordinances be read on two separate days prior to passage?

Charter Language if Approved

Sec. 3.10 – Procedure for passage of ordinances

Ordinances and resolutions shall be introduced in the city council only in written or printed form. Ordinances making appropriations shall be confined to the subject of appropriations. The enacting clause of all ordinances shall be: “Be it ordained by the council of the City of Liberty, Texas.” All ordinances which levy a fine or penalty shall be published in full in two (2) successive issues of the official newspaper of the City of Liberty, or a descriptive caption or title stating in summary the general purpose of the ordinance and the penalty for violation thereof shall be published in two (2) successive issues of the official newspaper of the City of Liberty before the same shall become effective.

Impact: If approved this amendment will allow the city council to adopt ordinances at a single meeting without the necessity of requiring the city council to vote to dispense with said requirement to read the ordinance at two separate meetings. This will allow the City to conduct business in a more efficient and effective manner.

Proposition O:

FOR/AGAINST

Shall Section 4.02 of the City Charter related to the department of police be amended to clarify that the city manager has the authority to remove the Chief of Police without the city council’s prior approval and removing a reference to a section of the Texas Local Government Code that does not discuss the issues involved in this section of the Charter.

Charter Language if Approved

Sec. 4.02 – Department of Police

There shall be established and maintained a department of police to preserve order within the city and to secure the residents of said city from violence and the property therein from injury or loss.

(a) Chief of police. The chief of police shall be the chief administrative officer of the department of police. He shall, with the approval of the city manager, appoint and remove the employees of said department and shall perform such duties as may be required of him by the city council. The chief of police shall be appointed by the city manager with the approval of the city council, for an indefinite term. The chief of police shall be responsible to the city manager for the administration of his department

and the carrying out of the directives of the city council. He may be removed from office by the city manager.

(b) Special police. No persons except as otherwise provided by general law or the charter or the ordinances passed pursuant thereto shall act as special police or special detective.”

Impact: This amendment makes it clear that the City Manager has the unilateral authority to terminate the Police Chief's employment. However, under the city's personnel policies the Chief of Police can still appeal his termination to the City Council. This amendment also removes reference to a statute that does not apply the issues being discussed.

Proposition P:

FOR/AGAINST

Shall Section 4.03 of the City Charter related to the city secretary be amended so as to clarify that the city manager has the authority to hire and assign duties to the city secretary and assistant city secretaries without the city council's prior approval?

Charter Language if Approved

Sec. 4.03 – City secretary

The city manager shall appoint the city secretary and such assistant city secretaries as deemed necessary by the city manager. The city secretary, or an assistant city secretary, shall give notice of council meetings, shall keep the minutes of the proceedings of such meetings, shall authenticate by his signature and record in full, all ordinances and resolutions, and shall perform such other duties as the city council and city manager shall assign to him, and those elsewhere provided for in this charter.

Impact: This amendment clarifies that the city manager has the authority to hire and assign duties to the city secretary and assistant city secretaries without the city council's prior approval. The city council still maintains budgetary control over the number of employees hired by the city.

Proposition Q:

FOR/AGAINST

Shall Section 4.04 of the City Charter related to the municipal court be amended so as to remove the subsection providing that the city secretary or assistant secretary shall be an ex officio clerk of the municipal court and authorizing the city council to appoint an interim judge or the municipal court to serve in the absence or disability of the municipal court

judge instead of having the Mayor or Mayor Pro Tem act as said interim judge?

Charter Language if Approved

Sec. 4.04 – Municipal Court

(a) There shall be established and maintained a court designated as a “municipal court” for the trial of misdemeanor offenses, with all such powers and duties as are now or hereafter may be prescribed by the laws of the State of Texas relative to municipal or recorder’s court, and such other duties as may be prescribed by the city council.

(b) The judge of said court shall be a qualified voter of the City of Liberty, shall be appointed by the city council, shall hold his office at the pleasure of the city council, and shall receive such salary as may be fixed by the city council.

(c) The clerk of said court and his deputies shall have the power to administer oaths and affidavits, make certificates, affix the seal of said court thereto and generally do and perform any and all acts usual and necessary by the clerk of courts in issuing process of said courts and conducting the business thereof.

(d) In case of the disability or absence of the judge of the municipal court, the city council shall appoint an interim judge of the municipal court.

Impact: This amendment will not cause much of an impact because the city already has clerks that manage the municipal court instead of the city secretary. Additionally, the City would rather appoint an interim judge than have the mayor serve in that capacity.

Proposition R:

FOR/AGAINST

Shall Section 4.07 of the City Charter relating to other offices and departments be removed from the City’s Charter in its entirety because the information included in this section of the Charter is already discussed in other sections of the Charter.

Impact: Removing section 4.07 of the City’s Charter will remove the possibility of confusion between conflicting sections in the Charter. Section 3.06 of the Charter already grants the City Council authority to abolish or consolidate departments or offices.

Proposition S:

FOR/AGAINST

Shall Section 5.01 of the City Charter relating to elections be amended to clarify that the City's elections must be held and ordered consistent with Texas state law and changing the term from "regular election" to "general election."

Charter Language if Approved

Sec. 5.01 – Elections generally

The general city election shall be held annually on a date set by ordinance which shall be a date authorized by Texas state law, at which time officers will be elected to fill those offices which become vacant that year. The city council shall fix the hours and place of holding such election. The city council may order a special election, fix the time and place for holding same and provide all means for holding such special election.

Impact: The City currently holds and orders its elections in accordance with Texas state law. This amendment just makes the Charter language consistent with Texas law. Furthermore, the term regular election is not the correct name for elections anymore.

Proposition T:

FOR/AGAINST

Shall Section 5.04 of the City Charter relating to the official ballot be amended to change the procedures for drawing for a place on the election ballot to require said procedures to follow Texas state law?

Charter Language if Approved

Sec. 5.04 – The official ballot

The names of all candidates for office, except such as may have withdrawn, died or become ineligible, shall be printed on the official ballots without party designations in the order determined in accordance with Texas state law. All official ballots shall be printed at least twenty (20) days prior to the date of any general or special election, and absentee voting shall be governed by the general election laws of the State of Texas.

Impact: The Charter as it currently exists does not follow Texas law regarding the drawing for positions on the ballot. However, the City does still follow Texas law with its procedures despite the fact that the Charter is currently incorrect. This amendment will make the Charter better reflect Texas law.

Proposition U:

FOR/AGAINST Shall Section 5.05 of the City Charter relating to elections by plurality be amended so as to change the term “regular” election to “general” election and to change the procedures related to tie votes in an election to be consistent with Texas state law?

Charter Language if Approved

Sec. 5.05 – Election by plurality

At any general or special municipal election, the candidates for the offices, up to the number to be elected to any one (1) office, who shall have received the greater number of votes cast in such election shall be declared elected. In the event a tie vote makes it impossible to determine the winning candidate, the council shall proceed in accordance with Texas state law.

Impact: If approved this amendment will just clarify that the City must follow Texas state law related to tie votes in elections.

Proposition V:

FOR/AGAINST Shall Section 5.08 of the City Charter relating to the oath of office be amended so as to make the oath of office taken by city officers consistent with Texas state law.

Charter Language if Approved

Sec. 5.08 – Oath of office

Every officer of the city shall, before entering upon the duties of his office, take and subscribe to the oath or affirmation of office as prescribed by Texas state law.

Impact: If approved this amendment will just ensure that the oath of office taken by city officers is consistent with Texas state law.

Proposition W:

FOR/AGAINST Shall Section 6.03 of the City Charter relating to the form of a recall petition be amended so as to change the year on the verified oath for petitions for recall from 19__ to 20__?

Charter Language if Approved

Sec. 6.03 – Form of recall petition

The recall petition mentioned above must be addressed to the city council of the City of Liberty, must distinctly and specifically point out the ground or grounds upon which such petition for removal is predicated, and, if there be more than one (1) ground, such as for the incompetency, misconduct or malfeasance in office, shall specifically state each ground with such certainty as to give the officer sought to be removed, notice of the matters and things with which he is charged. The signature shall be verified by oath in the following form:

“THE STATE OF TEXAS

COUNTY OF LIBERTY

I, _____, being first duly sworn, on oath depose and say that I am one (1) of the signers of the above petition; and that the statements made therein are true, and that each signature appearing thereto was made in my presence on the day and date it purports to have been made, and I solemnly swear that the same is the genuine signature of the person whose name it purports to be.

Sworn and subscribed to before me this _____ day of _____,
20__.

Notary Public in and for the
State of Texas.”

Impact: The impact of this amendment is negligible because it simply corrects the date on the forms.

Proposition X:

FOR/AGAINST

Shall Section 6.05 of the City Charter relating to the presentation of a recall petition to the city council be amended so as to change the number of days for the presentation of a recall petition to city council by the city secretary from 5 days to 10 days?

Charter Language if Approved

Sec. 6.05 – Presentation of petition to City Council

At the next regularly scheduled council meeting which is not less than ten (10) working days after the date of the filing of the papers constituting the recall petition, the person performing the duties of the city secretary, shall present such petition to the city council.

Impact: This amendment simply gives the city secretary five (5) more days to check all the signatures on a petition to make sure they are valid.

Proposition Y:

FOR/AGAINST

Shall Section 6.07 of the City Charter relating to the calling of a recall election be amended to change the date requirements for recall elections to ensure that they comply with Texas state law?

Charter Language if Approved

Sec. 6.07 – Election to be called

If the officer whose removal is sought does not resign, then it shall become the duty of the city council to order an election and fix a date for holding such recall election, the date of which election shall be held as required by Texas state law.

Impact: This amendment will simply require the city to follow Texas law regarding any recall elections.

Proposition Z:

FOR/AGAINST

Shall Section 7.02 of the City Charter relating to initiatives be amended to change the term “regular municipal election” to “general municipal election” and change the number of days for presentation of an initiative petition to city council by the city secretary from five (5) days to ten (10) days?

Charter Language if Approved

Sec. 7.02 – Initiative

Qualified voters of the City of Liberty may initiate legislation by submitting a petition addressed to the city council which requests the submission of a proposed ordinance or resolution to a vote of the qualified voters of the city. Said petition must be signed by qualified voters of the city equal in number to twenty (20) percent of the number of votes cast at the last general municipal election of the city, or one hundred fifty (150), whichever is greater, and each copy of the petition shall have attached to it a copy of the proposed legislation. The petition shall be signed in the same manner as recall petitions are signed, as provided in section 6.02 of this charter, and shall be verified by oath in the manner and form provided for recall petitions in section 6.03 of this charter. The petition may consist of one (1) or more copies as permitted for recall petitions in section 6.04 of this charter. Such petition shall be filed with the person performing the duties of city secretary. At the next regularly scheduled council meeting

which is not less than ten (10) working days after the date of the filing of the papers constituting the initiative petition, the person performing the duties of the city secretary shall present such petition to the city council. Upon presentation to it of the petition and draft of the proposed ordinance or resolution, it shall become the duty of the city council, at the next regularly scheduled council meeting, to pass and adopt such ordinance or resolution without alteration as to meaning or effect in the opinion of the persons filing the petition, or to call a special election, to be held on the first possible uniform election date, at which the qualified voters of the City of Liberty shall vote on the question of adopting or rejecting the proposed legislation. However, if any other municipal election is to be held within sixty (60) days after the filing of the petition, the question may be voted on at such election.

Impact: If approved this amendment will simply give the city secretary five (5) more days to check the documents for accuracy before presenting them to the city council.

Proposition AA:

FOR/AGAINST

Shall Section 7.03 of the City Charter relating to referendums be amended to change the number of days before presentation of the referendum petition to the city council by the city secretary from five (5) days to ten (10) days?

Charter Language if Approved

Sec. 7.03 – Referendum

Qualified voters of the City of Liberty may require that any ordinance or resolution passed by the city council be submitted to the voters of the city for approval or disapproval, by submitting a petition for this purpose within thirty (30) days after final passage of said ordinance or resolution, or within thirty (30) days after its publication. Said petition shall be addressed, prepared, signed and verified as required for petition initiating legislation as provided in section 7.02 of this charter and shall be submitted to the person performing the duties of city secretary. At the next regularly scheduled council meeting which is not less than ten (10) working days after the date of the filing of the papers constituting the referendum petition, the person performing the duties of the city secretary, shall present such petition to the city council. Thereupon the city council shall immediately reconsider such ordinance or resolution and, if it does not entirely repeal the same, shall submit it to popular vote as provided in section 7.02 of this charter. Pending the holding of such election, such ordinance or resolution shall be suspended from taking effect and shall not later take effect unless a majority of the qualified voters voting thereon at

such election shall vote in favor thereof.

Impact: This amendment simply gives the city secretary five (5) more days to check the petitions for accuracy before presenting them to the city council.

Proposition BB:

FOR/AGAINST

Shall Section 8.02 of the City Charter relating to the department of city planning and zoning be amended so as to provide that the department of city planning and zoning shall be under the control and direction of the city manager or his designee instead of the director of city planning due to the fact that the city does not have a director of city planning, and clarify that Texas state law applies to the appointment of members to the city planning and zoning commission?

Charter Language if Approved

Sec. 8.02 – Department of city planning and zoning

(a) Director of city planning and zoning. The department of city planning and zoning shall be under the control and direction of the city manager or his designee. He shall have such assistance as may be provided by ordinance. The city council shall have the power to enact any ordinances necessary to enable the department to perform the duties assigned to it and to effectuate the aim and purposes of this article.

(b) On or after May 1 of each year council shall appoint resident qualified voters of the City of Liberty who shall constitute the city planning and zoning commission for three-year terms, and until their respective successors shall have been appointed and qualified, as follows: two (2) regular members first year; two (2) regular members the following year; and one (1) regular member plus two (2) alternates the following year. Individuals may only serve three consecutive terms on the planning and zoning commission. Individuals may serve more than (3) three terms if said terms are non-consecutive. Said commissioners shall serve without pay and shall adopt such rules and regulations as they deem best governing their actions, proceedings and deliberations and time and place of meeting. Any member of the city planning and zoning commission may be removed by the city council for any cause deemed sufficient for his removal in the interest of public service; but only after a public hearing before the city council of charges publicly made, if demanded by such member within ten (10) days. The purpose and object of said planning and zoning commission is to act as an advisory board to the city council relating to all nature of public improvements, civic improvements, city planning, opening, widening and changing of streets, routing of public

utilities, controlling and regulating traffic upon the public streets and ways of the City of Liberty, and such other matters relating to city improvements as the city planning and zoning commission and the city council of the City of Liberty may deem beneficial to the City of Liberty.

(c) A majority of said commissioners shall constitute a quorum. If a vacancy occurs upon the said city planning and zoning commission, caused by death, resignation, removal from the city, or otherwise, the city council shall appoint a member to fill such vacancy for the unexpired term. All of the provisions of V.T.C.A., Local Government Code sections 211.001 et seq., 241.001 et seq., as now or hereafter amended, are hereby adopted and made a part of this article and shall be controlling on the city planning and zoning commission. The city planning and zoning commission shall also act and be the zoning commission of the city under the state zoning law as it now exists or as it may hereafter be amended. The department of city planning and zoning shall have the power to make amend, extend, or add to the master plan for the physical development of the city. It shall serve as a general guide of the making of public improvements and development of land for urban use. In the preparation of this plan or guide, the department shall consult and coordinate its planning with whatever other departments of the city that may be affected thereby. When such plan or guide has been prepared by the department, the same shall be submitted to the city council through the city manager for approval, rejection or revision after a public hearing. After adoption of such guide, or any part thereof, the city manager in recommending any public improvement covered or affected by this guide, shall advise the council as to whether or not the proposed improvement is in conformity with such guide or plan of development, and if not, he will advise the council the extent of, and reasons for, his variance. The city shall have the power through the city planning and zoning commission to require the owners of land who desire to subdivide, plat or replat land for urban development, to provide for setback building lines, to dedicate streets and alleys of adequate width in conformity with the extension and widening of existing streets and alleys in the vicinity, and to coordinate street layouts and street planning with municipalities, whether they adjoin or not, and with county, state and federal designated highways so that a coordinated street and traffic plan may be established and continued for the best interest of the general public. In connection with zoning and platting, the city planning and zoning commission shall have the power to consider the character of development or land use contemplated by the proposed platting and zoning and require off-street parking, streets and alleys of adequate width to be provided for that purpose.

(d) Alternate members of the city planning and zoning commission. In addition to the membership provided by Texas state law to serve on the city planning and zoning commission, the city council may, if it so desires, appoint two (2) additional members who shall be designated as alternate members who shall serve on said board at the designation of the director

of planning in case any regular members of the city planning and zoning commission are either absent or unable to serve in any particular case for any reason. Regardless of whether the city council appoints such alternate members, a majority of three (3) members shall constitute a quorum. These alternate members when appointed shall serve for the same period as the regular members and any vacancies shall be filled in the same manner.

Impact: The City of Liberty does not currently employ a city planner. The City Manager handles the duties of a city planner and guides and directs the planning and zoning commission. This amendment will make the Charter reflect the current operation of the city.

Proposition CC:

FOR/AGAINST

Shall Section 9.02, subsection (i) of the City Charter relating to the preparation and submission of the budget be amended so as to change the itemization of positions requirement to show the “range” of pay for positions instead of the rate of pay.

Charter Language if Approved

Sec. 9.02 – Preparation and submission of budget

The city manager, between thirty (30) and sixty (60) days prior to the beginning of each fiscal year, shall submit to the council a proposed budget, which budget shall provide a complete financial plan for the fiscal year, and shall contain the following:

(i) Detailed estimates of expenditures shown separately for each activity to support the summaries. (No. (h) above.) Such estimates of expenditures are to include an itemization of positions showing the number of persons having each title and range of pay for positions.

Impact: This amendment will reflect the fact that different employees may have different salaries with the same job position due to various reasons. The budget will simply reflect the range of pay for said position.

Proposition DD:

FOR/AGAINST

Shall Section 9.07 of the City Charter relating to the vote required for adoption of the budget be amended so as to be consistent with Texas state law.

Charter Language if Approved

Sec. 9.07 – Vote required for adoption of budget

The budget shall be adopted by a majority vote of the city council as prescribed by Texas state law.

Impact: This amendment simply ensures that the city follow Texas law regarding the adoption of its budget.

Proposition EE:

FOR/AGAINST Shall Section 9.08 of the City Charter relating to the timeline for adoption of the city’s budget be amended to ensure that it is consistent with Texas state law?

Charter Language if Approved

Sec. 9.08 – Date of final adoption of budget

The budget shall be finally adopted in accordance with the timelines as prescribed by Texas state law.

Impact: This amendment simply ensures that the City follow Texas law regarding the procedures for adoption of the City’s budget.

Proposition FF:

FOR/AGAINST Shall Section 9.15 of the City Charter relating to the department of taxation be removed from the City’s Charter in its entirety because the city does not have a department of taxation and instead uses the Liberty County Tax Assessor/Collector for tax collection purposes?

Impact: This amendment will make the Charter reflect the current tax collection processes utilized by the City.

Proposition GG:

FOR/AGAINST Shall Section 9.18 of the City Charter relating to taxes and when such taxes are due and payable be amended to strike the word “city” before “assessor-collector” because the City uses the Liberty County Tax Assessor/Collector and clarify that Texas state law applies to delinquent taxes?

Charter Language if Approved

Sec. 9.18 – Taxes; when due and payable

All taxes due the City of Liberty shall be payable at the office of the assessor-collector and may be paid at any time after the tax rolls for the year have been completed and approved, which shall be not later than October 1st. Taxes shall be paid on or before the due date set by Texas law, and all such taxes not paid prior to such date shall be deemed delinquent and shall be subject to such penalty and interest as provided by Texas state law.”

Impact: If approved, this amendment simply clarifies that the City must follow Texas law regarding the collection of taxes and it also reflects the fact that the City does not have an internal tax collector.

Proposition HH:

FOR/AGAINST Shall Section 9.19 of the City Charter relating to the seizure and sale of personal property be amended so as to follow Texas state law?

Charter Language if Approved

Sec. 9.19 – Seizure and sale of personal property

The assessor-collector of taxes shall, by virtue of his tax rolls, have power and authority to seize and levy upon all personal property and sell the same to satisfy all taxes, together with all penalty, interest and costs due on said personal property by said delinquent tax to the city, in accordance with Texas state law.

Impact: This amendment clarifies that the City must follow Texas law regarding the seizure and sale of personal property.

Proposition II:

FOR/AGAINST Shall Section 10.05 of the City Charter relating to exclusive franchises be removed from the Charter in its entirety thus removing the exclusion of exclusive franchises for the construction, maintenance and operation of public utilities?

Impact: If approved, this amendment will allow the city to negotiate exclusive franchise agreements for public utilities if the city council finds said franchise to be in the best interest of the citizens of Liberty.

Proposition JJ:

FOR/AGAINST Shall Section 11.04, subsection (a) of the City Charter relating to sales of water and sewer services be amended so as to change the term “profit” to

“revenue” because the City is not a private business and does not have profits?

Charter Language if Approved

Sec. 11.04 – Sales of water and sewer services

(a) The city council shall have the power and authority to sell and distribute water and provide for sewer services to any person, firm or corporation outside the limits of the City of Liberty, and to permit them to connect with said systems under contract with the city, under such terms and conditions as may appear to be for the best interests of the city; provided the charges fixed for such services outside the city limits shall return a fair and reasonable revenue to the city.

Impact: If approved this amendment will simply change the wording from “profit” to “revenue.” Cities are not businesses and as such do not make profits.

Proposition KK:

FOR/AGAINST

Shall Section 12.02 of the City Charter relating to revenue bonds be amended to fix grammatical errors clarifying that the City shall have the powers listed in this section?

Charter Language if Approved

Sec. 12.02 – Revenue bonds

The city shall have the power to borrow money for the purpose of constructing, purchasing, improving, extending or repairing of public utilities, recreational facilities or facilities for any other self-liquidating municipal function not now or hereafter prohibited by any general laws of the state, and to issue revenue bonds to evidence the obligation created thereby. Such bonds shall be a charge upon and payable solely from the properties, or interest therein, acquired and the income therefrom, and shall never be a debt of the city. All revenue bonds issued by the city shall first be authorized by a majority of the qualified electors voting at an election held for such purpose. The council shall have authority to provide for the terms and form of any purchase agreement, contract, mortgage, bond or document desired or necessary for the issuance of revenue bonds and the acquisition and operation of any such property or interest.”

Impact: This amendment clears up a grammatical error clarifying that the City does have the authority to issue revenue bonds as set out in Texas law.

Proposition LL:

FOR/AGAINST Shall Section 13.02 of the City Charter relating to a city officer's personal interests in city contracts be amended to make the conflict of interest laws for City officers consistent with Texas state law?

Charter Language if Approved

Sec. 13.02 – Personal interest in city contract

Any officer of the city shall fully comply with Texas state law regarding his or her personal interest in city contracts.

Impact: This amendment clarifies that City officers must abide by Texas conflict of interest laws. The current charters rules are not consistent with Texas law.

Proposition MM:

FOR/AGAINST Shall Section 13.03 of the City Charter relating to drilling operations be amended so as to remove the city council's explicit authority to prohibit or regulate oil, gas and sulphur wells?

Charter Language is Approved

Sec. 13.03 – Drilling operations

The city council may, by ordinance, prohibit the drilling of water wells for commercial, industrial and agricultural purposes, and may provide regulations for the drilling and use of water wells for commercial, industrial, agricultural and domestic purposes.

Impact: Recent Texas laws limited municipalities authority to regulate oil and gas wells, and as such the Charter should be amended to mirror said legislative changes.

Proposition NN:

FOR/AGAINST Shall Section 13.13, subsection (a) of the City Charter relating to the charter review commission be amended to change the requirement that a charter review commission be appointed every two years to every tenth year without prohibiting City Council from choosing to convene a special charter review commission at any time?

Charter Language if Approved

Sec. 13.13 – Charter review commission

(a) The city council shall appoint, at its first regular meeting in January of each tenth year, beginning in the year 2030, a charter review commission of five (5) citizens of the City of Liberty. However, the City Council shall have the right to appoint and convene a special charter review commission at any time if they so choose. Said individuals may only serve for two (2) consecutive terms on the charter review commission. Individuals may serve more than (2) two terms if said terms are non-consecutive.

Impact: Currently the City must appoint a new charter review commission every two years to review the Charter. In reality the Charter should not need amending every year. The purpose of this extensive Charter election is to correct the Charter and then hopefully it will not have to be amended in the near future. It is important to note that this amendment does not prevent the city council from appointing a charter review commission at any time it deems necessary. This simply removes the requirement that it be done every two years.

Proposition OO:

FOR/AGAINST

Shall the Charter be amended to change the term “city clerk” to “city secretary throughout the Charter?

Impact: The title of city clerk throughout the Charter is incorrect because the City actually has a city secretary instead of a city clerk. This amendment will allow the term “city clerk” to be replaced with “city secretary” throughout the Charter.

Proposition PP:

FOR/AGAINST

Shall the Charter be amended to correct all grammatical errors including spelling, punctuation, and capitalization throughout the Charter without making any substantive changes?

Impact: The Charter has many grammatical errors that may only be changed via election. Approval of this amendment will allow these changes to happen.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.4

Meeting: 01/14/20 06:00 PM

Department: Administration
Category: Committees/Boards

COUNCIL ACTION (ID # 4666)

DOC ID: 4666

Subject: Airport Advisory Board

Background: In December, 2016 the authority of the Airport Advisory Board (AAB) was extended for three years until December 31, 2019, at which time the Board would cease and be disbanded if not extended for an additional period of time. The extension of this Board was inadvertently missed at the end of 2019.

AAB Mission Statement - The Airport Advisory Board is to supply technical information, suggestions, and advice concerning the operations, maintenance, and improvement of the Liberty Municipal Airport to the City of Liberty Council and Staff.

This Board consists of 8 members, two of which may be non-resident members. One member will be a Councilperson or member of management.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.5

Meeting: 01/14/20 06:00 PM

Department: Administration
Category: Committees/Boards

COUNCIL ACTION (ID # 4667)

DOC ID: 4667 A

Subject: Community Development Advisory Board

Background: In December, 2016 the authority of the Community Development Advisory Board (CDAB) was extended for three years until December 31, 2019, at which time the Board would cease and be disbanded if not extended for an additional period of time. The extension of this Board was inadvertently missed at the end of 2019.

CDAB Mission Statement - To actively promote and provide a plan of action, leadership and involvement in area economic development, tourism, beautification, enhancement and development of the public land within our community. The mission is to further encourage the City and private sector to work together towards this goal, and to offer any recommendations that might improve the quality of life in our City.

This Board consists of 7 City of Liberty residents, which will include one Council Member or member of management and one member will be under the age of 35.



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.A.6

Meeting: 01/14/20 06:00 PM

Department: Administration
Category: Vehicle Purchases

COUNCIL ACTION (ID # 4668)

DOC ID: 4668

Subject: Police Patrol vehicle purchase

Background: The vehicles proposed to be purchased will replace Units #51, #55 and #57. Unit #55 is a 2006 Chevy Impala and Units # 51 and # 57 are 2011 Ford Crown Victorias. These are older vehicles with high mileage and high maintenance costs. Bids were received from BJ Ford and Liberty Dayton Chrysler of Liberty and Silsbee Ford per the State contract. BJ Ford and Liberty Dayton Chrysler were the only dealerships submitting bids in the amounts of \$159,661.50 and \$152,489.01, respectively.

Fiscal Impact: Funds for the three (3) vehicles were included in the FY 2019-2020 Budget.

Staff Recommendation: Staff recommends approval of the vehicle purchase from Liberty Dayton Chrysler.



LIBERTY-DAYTON CHRYSLER-DODGE-JEEP, INC.

320 HWY. 146 BY-PASS - P.O. BOX 10205 - LIBERTY, TEXAS 77575 - LOCAL (936) 336-8841 - WWW.LIBERTYDAYTONCHRYSLER.COM

City of Liberty Bid **2020 Dodge Durango Pursuit**

Thank you for giving us the opportunity to bid on a Pursuit vehicle for the City of Liberty's needs

This Bid is good for Multiple Vehicles and can take up to 120 days to deliver.

Bid amount is \$50,829.67 Per Unit which includes installation of Video and Radios.

Thank you

Cameron Graham

12-11-2019

Attachment: PD Vehicle Info (4668 : Police Dept Vehicles)

BJ FORD

3560 Hwy 90 - P.O. Box 2080 - Liberty, Texas 77575
(936) 36-2215 - (800) 374-7646 - Fax: (936) 336-2503 - bjford.com

Buyer:		Go Buyer:		Deal #: 43461																																																							
CITY OF LIBERTY				Deal Date: 10/10/2019																																																							
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Aftermarkets:			<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Sale Price:</td> <td style="width: 20%; text-align: right;">\$</td> <td style="width: 20%; text-align: right;">53,191.75</td> </tr> <tr> <td>Total Financed Aftermarkets:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Total Trade Allowance:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Trade Difference:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">53,191.75</td> </tr> <tr> <td>Documentary Fee:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>State & Local Taxes:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Total License and Fees:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">28.75</td> </tr> <tr> <td>Total Cash Price:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">53,220.50</td> </tr> <tr> <td>Total Trade Payoff:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Delivered Price:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">53,220.50</td> </tr> <tr> <td>Cash Down Payment + Deposit:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Unpaid Balance:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">53,220.50</td> </tr> <tr> <td>Service Agreement:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Maintenance Agreement:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>GAP Insurance:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Credit Life, Accident & Health:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Other:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Amount Financed:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">53,220.50</td> </tr> </table>			Sale Price:	\$	53,191.75	Total Financed Aftermarkets:	\$	0.00	Total Trade Allowance:	\$	0.00	Trade Difference:	\$	53,191.75	Documentary Fee:	\$	0.00	State & Local Taxes:	\$	0.00	Total License and Fees:	\$	28.75	Total Cash Price:	\$	53,220.50	Total Trade Payoff:	\$	0.00	Delivered Price:	\$	53,220.50	Cash Down Payment + Deposit:	\$	0.00	Unpaid Balance:	\$	53,220.50	Service Agreement:	\$	0.00	Maintenance Agreement:	\$	0.00	GAP Insurance:	\$	0.00	Credit Life, Accident & Health:	\$	0.00	Other:	\$	0.00	Amount Financed:	\$	53,220.50
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Attachment: PD Vehicle Info (4668 : Police Dept Vehicles)

CUSTOMER: _____

SALESPERSON: _____

SALES MGR: _____

Qty	Description
1	2020 Ford Police Utility AWD
	***3.3L V-6 Engine
	***10 Speed Automatic
	***Power Steering
	***Power Brakes
	***Power Windows
	***Power Locks
	***Power Mirrors
	***Tilt
	***Cruise
	***Air Condion/Heat Front And Rear
	***Power Driver Seat 6 Way
	***Driver Side LED Spot Lamp
	***Rear Taillight Housing Only Package
	***Front License Plate Bracket
	***Oxford White Paint
	***Charcoal Cloth Front Buckets
	***Charcoal Vinyl 60/40 2nd Row Seat
2	***Code3 100W Speakers Bumper Mounted
1	***Go Rhino 2 Light Bumper w/ Sound Off Lights
2	***12 LED Replacement Warning Modul Peremiter Lights
2	***Federal Signal Micro Pulse Dual Color
1	***Federal Signal Valor Lightbar
1	***Federal Signal Pathfinder 200 Watt Siren
4	***Sound Off Nforce Two Color LED Deck/Grill Red/Blue
2	***6 LED Replacement Warning Periminter Lighting White
2	***Sound Off Undercover LED Insert White
1	***Troy Console / Beverage Holder And Arm Rest
	***Tro Products Floor Plate / Mounted Arm Rest
1	***Setina Recess Panel Partition Expanded Metal Cover
1	***Setina Rear Partition Vinyl Coated Expanded Metal
2	***Setina Window Bars
1	***City Of Liberty Decal Kit
1	***Signal T-Rail Mount Universal Lock, HK Key Override
1	***Motorola APEX Radio, 800 MHZ, Harris County System
	***L3 Flash Back 3 Video System
1	***Stalker Radar 2X Front And Rear Radar / Two Remotes
\$53220.50 Each	



The City of Liberty

City Council
1829 Sam Houston
Liberty, TX 77575

7.C.1

Meeting: 01/14/20 06:00 PM

Department: Administration
Category: Executive Session Items

COUNCIL ACTION (ID # 4669)

DOC ID: 4669

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.