The Hutto City Council met in a regular session on Thursday, September 21, 2017, in the Hutto City Council Chamber, 401 W. Front Street, Hutto, TX 78634.

CALL SESSION TO ORDER

Mayor Gaul called the session to order at 7:00 p.m.

ROLL CALL

Members of the City Council that were present were Mayor Doug Gaul, Mayor Pro-tem Tom Hines, Councilmember Scott Rose, Councilmember Nathan Killough, Councilmember Tim Jordan, Councilmember Lucio Valdez, and Councilmember Terri Grimm.

Members of staff that were present were Odis Jones, City Manager, Mike Shaunessy, City Attorney, Byron Frankland, Chief of Police, Paul Hall, Assistant Chief of Police, Michel Sorrell, Chief Financial Officer, Helen Ramirez, Executive Director of Business/Development Services, Carolyn Horner, Director of Planning, Shawna Willis, Human Resources Director, Eliska Smith, Executive Director of Communications and Marketing, and Seth Gipson, City Secretary.

INVOCATION

The invocation was given by Councilmember Nathan Killough.

PLEDGE OF ALLEGIANCE

Mayor Gaul led the Pledge of Allegiance and the Texas Pledge.

PROCLAMATIONS

5A. Proclamation declaring the month of October 2017, as Cyber Security Month in Hutto.

Mayor Gaul read and presented the following proclamation to David Reeves, City of Hutto IT Manager, and Max Yeste, former City Council Member.

Official Proclamation

Whereas, we recognize the vital role that technology has in our daily lives and in the future of our nation, whereby today many citizens, schools, libraries, businesses, and other organizations use the Internet for a variety of tasks; and
Whereas, critical infrastructure sectors are increasingly reliant on information systems to support financial services, energy, telecommunications, transportation, utilities, health care, and emergency response systems; and

Whereas, Internet users and our information infrastructure face an increasing threat of malicious cyber attacks thus the U.S. Department of Homeland Security has established the Office of Cyber-security and Communications and devoted resources within it to solely support the strengthening and securing of the country's cyber infrastructure at the state, local, tribal, and territorial levels; and

Whereas, maintaining the security of cyberspace is a shared responsibility in which each of us has a critical role, and awareness of computer security essentials will improve the security of the City of Hutto information infrastructure and economy.

Now, Therefore, I, DOUG GAUL, MAYOR, of the City of Hutto, do hereby proclaim the Month of October 2017, as

"CYBER SECURITY AWARENESS MONTH"

in Hutto, and encourage all citizens to learn about cyber security; and put that knowledge into practice in their homes, schools, workplaces, and businesses.

Proclaimed this the 21st day of September 2017.

PUBLIC COMMENT

6A. Remarks from visitors

Michael Roepke – 851 CR 459, Coupland – shared his concerns regarding recent actions by leaders in the community and shared words on being a servant leader.

Kay Johnson – 113 East Street – shared her concerns regarding actions within the City of Hutto

Audrey Rambikur – 1001 Emory Farms – shared her concerns regarding the road connecting Ed Schmidt Blvd to Innovation Blvd and the communication. Ms. Rambikur thanked Odis Jones and Councilmember Terri Grimm for working with residents to provide input on solutions for the problem.

Ed Pride – 101 Cottonwood – shared his concerns regarding comments on social media outlets regarding a previous councilmember, and the transition of the Hutto EDC Board of Directors.

PRESENTATIONS

7A. Presentation of the Certificate of Achievement for Excellence in Financial Reporting Award by the Government Finance Officers Association.
Mayor Gaul presented the Certificate of Achievement for Excellence in Financial Reporting to Michel Sorrell, Chief Financial Officer, and thanked Mrs. Sorrell and the finance team for their hard work.

**CITY MANAGER COMMENTS**

8A. Presentation and discussion related to the KokeFest Post Event Analysis.

Odis Jones City Manager, introduced Lise Hudson, with Austin Radio Network. Mrs. Hudson thanked the City for their help and involvement in the event and the Police and Fire Departments.

Mrs. Hudson continued on by providing event statistics that included estimated number of attendees, how many attendees were from out of town, and impacts on hotels, what portions of the event that were successful and areas that need improvement, money raised for local organizations, and some of the positive feedback that had been received.

8B. Updates and discussion related to bonds.

Odis Jones, City Manager, and Dan Wegmiller, with Specialized Public Finance, provided an overview of the selling of the certificates of obligation bonds for the purchase of the water system and infrastructure projects.

Mr. Wegmiller provided a summary of the bond rating call with Standard and Poors and cited some of the positive factors that they listed which included strong management, budgetary performance and flexibility, and strong policies. Mr. Wegmiller highlighted that the City was able to lock in an interest rate of 3.8%, which was 2% lower than the anticipated interest rate.

8C. Updates and discussion concerning the Strategic Plan and Execution Guide.

Eliska Smith, Executive Director of Communications and Marketing, and Shawna Willis, Director of Human Resources, made the staff presentation.

The staff presentation provided an overview of the strategic focus areas and the 10 objectives that were identified by the City Council, the progress that has been made in each of the 10 objectives and how far each are ahead of schedule, and the presentation was concluded with a timeline to bring new goals for the council’s review and approval.

Ms. Smith and Mrs. Willis highlighted that all 10 objectives are a head of schedule.

8D. Updates and discussion concerning the launch of the new City of Hutto website.

Eliska Smith, Executive Director of Communications and Marketing, made the staff presentation. Ms. Smith updated the City Council on the current timeline for the launch of the new website, the purpose which was to improve the quality and service for our customers, and the benefits and additional tools that the City can utilize to increase
communication and transparency. Ms. Smith concluded her presentation by walking the City Council through the new website and showing them the features that it possessed.

8E. Discussion concerning the Groundbreaking Ceremony for Schneider Boulevard.

Odis Jones, City Manager, provided the City Council with an update on the groundbreaking of Schneider Boulevard that is to take place on Tuesday, October 17, 2017, and highlighted that construction on the business park is slated to begin in November 2017.

Helen Ramirez, Executive Director of Business/Development Services, and Ton Host, Construction Project Manager, provided updates on the construction timeline, how the City is marketing the site for potential tenants, how this project connects other economic development projects currently underway, including the development of the Co-op Site., and the exploration of finding solutions for drainage of old town.

8F. Discussion concerning the City Attorney’s legal opinion.

Mike Shaunessy, City Attorney, provided a legal opinion to address concerns that have been brought up regarding the definition of population that is used to determine the residency requirements for the Type A and Type B Hutto EDC Board Members.

Mr. Shaunessy outlined the Texas Local Government Code provisions that address the regulations related to economic development corporations, and pointed out that if population is not defined in the statute, then it follows the definition of population in the Code Construction Act, which defines the population as the last decennial census.

Following Mr. Shaunessy's presentation, Odis Jones, City Manager, introduced Ashley Statathos, the new Assistant City Manager, and outlined some of her experience in other cities.

ORDINANCES

9A. Consideration and possible action on an ordinance granting a franchise to Acadia Ambulance Service of Texas, LLC for the operation of ambulance service in the City of Hutto for non-emergency calls.

Michel Sorrell, Chief Financial Officer, made the staff presentation. Mrs. Sorrell provided an overview of the agreement with the proposed changes that were recommended by council. Mrs. Sorrell also pointed out that this is simply a renewal agreement and not an exclusive agreement Acadia.

A representative from Acadia Ambulance Service answered questions regarding the hiring process for their drivers and the representative also pointed out that they operate under a medial director.

MOTION: Mayor Pro-tem Tom Hines moved to approve an ordinance granting a franchise to Acadia Ambulance Service of Texas, LLC for the operation of ambulance
service in the City of Hutto for non-emergency calls. Councilmember Lucio Valdez seconded the motion.

**VOTE:**

*Ayes:*

- Mayor Doug Gaul
- Mayor Pro-tem Tom Hines
- Councilmember Scott Rose
- Councilmember Nathan Killough
- Councilmember Tim Jordan
- Councilmember Lucio Valdez
- Councilmember Terri Grimm

*Nays:*

None

*Abstain:*

None

*Absent:*

None

**ACTION:** The motion carried with 7 ayes and 0 nays.

9B. Consideration and possible action on the second and final reading of an ordinance making appropriations for the support of the City of Hutto for Fiscal Year October 1, 2017 through September 30, 2018, and adopting the annual budget of the City of Hutto for Fiscal Year 2017-18.

Michel Sorrell, Chief Financial Officer, made the staff presentation.

**MOTION:** Mayor Pro-tem Tom Hines moved to approve the second and final reading of an ordinance making appropriations for the support of the City of Hutto for Fiscal Year October 1, 2017 through September 30, 2018, and adopting the annual budget of the City of Hutto for Fiscal Year 2017-18. Councilmember Nathan Killough seconded the motion.

**VOTE:**

*Ayes:*

- Mayor Doug Gaul
- Mayor Pro-tem Tom Hines
- Councilmember Scott Rose
- Councilmember Nathan Killough
- Councilmember Tim Jordan
- Councilmember Lucio Valdez
- Councilmember Terri Grimm

*Nays:*

None

*Abstain:*

None

*Absent:*

None

**ACTION:** The motion carried with 7 ayes and 0 nays.

9C. Consideration and possible action on the second and final reading of an ordinance levying Ad Valorem taxes for the use and support of the municipal government for the City of Hutto for the Tax Year 2017.

Michel Sorrell, Chief Financial Officer, made the staff presentation. Presented the proposed tax rate and the required language that needs to be used.
MOTION: Councilmember Terri Grimm moved that the property tax rate be increased by the adoption of the tax rate $0.515171, which is effectively a 6.06 percent increase in the tax rate. Mayor Pro-tem Tom Hines seconded the motion.

VOTE:
Ayes: Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Councilmember Nathan Killough
Councilmember Tim Jordan
Councilmember Lucio Valdez
Councilmember Terri Grimm

Nays: None
Abstain: None
Absent: None

ACTION: The motion carried with 7 ayes and 0 nays.

9D. Consideration and possible action on the second and final reading of an ordinance ratifying an Ad Valorem tax increase for the 2017-18 Fiscal Year for the use and support of the municipal government for the City of Hutto for the Tax Year 2017.

Michel Sorrell, Chief Financial Officer, made the staff presentation.

MOTION: Mayor Pro-tem Tom Hines moved to approve the second and final reading of an ordinance ratifying an Ad Valorem tax increase for the 2017-18 Fiscal Year for the use and support of the municipal government for the City of Hutto for the Tax Year 2017. Councilmember Tim Jordan seconded the motion.

VOTE:
Ayes: Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Councilmember Nathan Killough
Councilmember Tim Jordan
Councilmember Lucio Valdez
Councilmember Terri Grimm

Nays: None
Abstain: None
Absent: None

ACTION: The motion carried with 7 ayes and 0 nays.

9E. Consideration and possible action on the second and final reading of an ordinance amending the Fiscal Year 2016-17 Budget to reflected projected year-end.

Michel Sorrell, Chief Financial Officer, made the staff presentation. Mrs. Sorrell provided an overview of the reviews, expenditures, and change in fund balances for the following funds.
- General Fund
- General Debt Service Fund
- General Capital Replacement Fund
- Court Funds
- Hotel Tax Fund
- ATS Red Light Camera Fund
- PEG Capital Fees
- Utility Fund
- Utility Debt Service Fund
- Impact Fees Fund
- Utility Capital Replacement Fund
- Capital Improvement Project
- Solid Waste Fund

**MOTION:** Councilmember Nathan Killough moved to approve the second and final reading of an ordinance amending the Fiscal Year 2016-17 Budget to reflect projected year-end. Mayor Pro-tem Tom Hines seconded the motion.

**VOTE:**

- Ayes: Mayor Doug Gaul
- Mayor Pro-tem Tom Hines
- Councilmember Scott Rose
- Councilmember Nathan Killough
- Councilmember Tim Jordan
- Councilmember Lucio Valdez
- Councilmember Terri Grimm

- Nays: None
- Abstain: None
- Absent: None

**ACTION:** The motion carried with 7 ayes and 0 nays.

**RESOLUTIONS**

10A. **Consideration and possible action on a resolution authorizing the City Manager to engage an engineering firm for the Wastewater Master Plan.**

Matthew Rector, City Engineer, made the staff presentation. Mr. Rector provided a brief overview of the current wastewater study that is being used for planning purposes and the work that would be completed as part of developing a Wastewater Master Plan.

**MOTION:** Councilmember Nathan Killough moved to approve a resolution authorizing the City Manager to engage the engineering firm K Friese & Associates for the Wastewater Master Plan. Councilmember Scott Rose seconded the motion.

**VOTE:**

- Ayes: Mayor Doug Gaul
- Mayor Pro-tem Tom Hines
- Councilmember Scott Rose

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Councilmember Nathan Killough
Councilmember Tim Jordan
Councilmember Lucio Valdez
Councilmember Terri Grimm

Nays: None
Abstain: None
Absent: None

**ACTION:** The motion carried with 7 ayes and 0 nays.

10B. Consideration and Possible action on a resolution authorizing the City Manager to engage an engineering firm for the Mobility Master Plan.

Matthew Rector, City Engineer, made the staff presentation. Mr. Rector provided the City Council with an overview of the current planning documents that have been completed which include a Thoroughfare Plan that was completed in 2011 and a Pedestrian Mobility Plan that was completed in 2012.

Mr. Rector continued on by outlining the scope of the work, that included the evaluation of current plans and multimodal needs and deficiencies, review of mobility standards, and the preparation of a 10 year and 20 year Master Plan with a 6 year Capital Improvement Plan.

**MOTION:** Mayor Pro-tem Tom Hines moved to approve a resolution authorizing the City Manager to engage the engineering firm Kennedy Consulting, Inc. for the Mobility Master Plan. Councilmember Nathan Killough seconded the motion.

**VOTE:**

Ayes: Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Councilmember Nathan Killough
Councilmember Tim Jordan
Councilmember Lucio Valdez
Councilmember Terri Grimm

Nays: None
Abstain: None
Absent: None

**ACTION:** The motion carried with 7 ayes and 0 nays.

10C. Consideration and possible action on a resolution authorizing the City Manager to engage a construction firm for the Milling and Overlay of Ed Schmidt Boulevard.

Matthew Rector, City Engineer, made the staff presentation. Mr. Rector explained that this section of Ed Schmidt Boulevard was selected for repair due to high volumes of traffic and concerns about future costs, the Competitive Sealed Bid process, and how the proposals were scored.
Discussion ensued regarding the use of a competitive sealed bid process versus a traditional bidding process, the benefits of the competitive sealed bid process, and construction timelines.

**MOTION:** Mayor Pro-tem Tom Hines moved to approve a resolution authorizing the City Manager to engage the construction firm Lone Star Paving for the Milling and Overlay of Ed Schmidt Boulevard. Councilmember Lucio Valdez seconded the motion.

**VOTE:**

- **Ayes:**
  - Mayor Doug Gaul
  - Mayor Pro-tem Tom Hines
  - Councilmember Scott Rose
  - Councilmember Nathan Killough
  - Councilmember Tim Jordan
  - Councilmember Lucio Valdez
  - Councilmember Terri Grimm

- **Nays:** None
- **Abstain:** None
- **Absent:** None

**ACTION:** The motion carried with 7 ayes and 0 nays.

10D. **Consideration and possible action on a resolution authorizing the City Manager to engage a construction firm for the construction of Schneider and Technology Boulevards and the utility system for the Innovation Business Park Development.**

Matt Rector, City Engineer, made the staff presentation. Mr. Rector presented an overview of the project layout, breakdown of the road sections, renditions of the proposed roundabout, and bids.

Discussion ensued concerning projects that Central Road and Utility had completed, reasoning for vertical objects in the center of the roundabout, and traffic calming devices.

**MOTION:** Mayor Pro-tem Tom Hines moved to approve a resolution authorizing the City Manager to engage a construction firm for the construction of Schneider and Technology Boulevards and the utility system for the Innovation Business Park Development. Councilmember Nathan Killough seconded the motion.

**VOTE:**

- **Ayes:**
  - Mayor Doug Gaul
  - Mayor Pro-tem Tom Hines
  - Councilmember Scott Rose
  - Councilmember Nathan Killough
  - Councilmember Tim Jordan
  - Councilmember Terri Grimm

- **Nays:** None
- **Abstain:** Councilmember Lucio Valdez
- **Absent:** None
ACTION: The motion carried with 6 ayes and 0 nays.

The City Council recessed at 9:20 p.m. and reconvened 9:25 p.m.

10E. Consideration and possible action on a resolution supporting an application from Pedcor Investments, A Limited Liability Company, to the Texas Department of Housing and Community Affairs for 2017 or 2018 Housing Tax Credit Application for the proposed development known as Hutto Station, located approximately at 9039 US 79, Hutto, Texas.

Odis Jones, City Manager, made this staff presentation. Mr. Jones provided an overview of some proposed amendments that included an increase in the number of units that would be required and the percentage that would be required to be market rate units.

Helen Ramirez, Executive Director of Business/Development Services, provided an overview of the project location and proposed building layout.

MOTION: Councilmember Tim Jordan moved to approve the amended resolution supporting an application from Pedcor Investments, A Limited Liability Company, to the Texas Department of Housing and Community Affairs for 2017 or 2018 Housing Tax Credit Application for the proposed development known as Hutto Station, located approximately at 9039 US 79, Hutto, Texas. Councilmember Lucio Valdez seconded the motion.

VOTE: Ayes: Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Councilmember Nathan Killough
Councilmember Tim Jordan
Councilmember Lucio Valdez
Councilmember Terri Grimm

Nays: None
Abstain: None
Absent: None

ACTION: The motion carried with 7 ayes and 0 nays.

10F. Consideration and possible action on a resolution authorizing a fee waiver for water tap fees for the Peterson Community Garden, located at 205 Hutto St.

Helen Ramirez, Executive Director of Business and Development Services, made the staff presentation. Mrs. Ramirez provided an overview of the fee waiver request. Jessica Romigh, President of the Keep Hutto Beautiful Foundation, outlined the purpose of the garden, the types of events that are held, and some of the future plans slated for the garden.

Discussion ensued concerning the property lease agreement and what would happen if Keep Hutto Beautiful no longer occupied the property.
**MOTION:** Councilmember Nathan Killough moved to approve a resolution authorizing a fee waiver for water tap fees for the Peterson Community Garden, as long as it is under the Keep Hutto Beautiful Foundation. Councilmember Tim Jordan seconded the motion.

**VOTE:**

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**ACTION:** The motion carried with 7 ayes and 0 nays.

10G. Consideration and possible action on a resolution amending the City Council Protocol Policy.

Mike Shaunessy, City Attorney, made the staff presentation. Mr. Shaunessy spoke of recent incidents that involved character attacks on public officials and inappropriate behavior occurring at public meetings. He highlighted that this existing policy prohibits this type of behavior, but that it needed to be readdressed.

Mr. Shaunessy suggested several modifications that included reading the policy at the beginning of each council meeting, adding language that prohibits inappropriate gestures, and an initial time limit for public comment, so that if there are a large number of individuals signed up to speak it does not hold the entire meeting up. In addition to these suggestions, it was also requested that the placard wording in the existing policy be added to the proposed public comment policy.

Discussion ensued regarding the differences in the current and proposed policies, the enforcement of those policies, and how the public will be educated about the new policy.

**MOTION:** Councilmember Tim Jordan moved to approve a resolution amending the City Council Protocol Policy. Councilmember Terri Grimm seconded the motion. With placard information.

**VOTE:**

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| Nays:            | None                                |

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Abstain: None
Absent: None

ACTION: The motion carried with 7 ayes and 0 nays.

EXECUTIVE SESSION

11A. Executive Session as authorized by Texas Government Code Section 551.071, consultation with attorney regarding boards and commissions.

11B. Executive Session as authorized by Texas Government Code Section 551.071, consultation with attorney regarding economic development.

The City Council recessed into executive session at 9:53 p.m. and reconvened into regular session at 10:54 p.m.

ACTION REALTIVE EXECUTIVE SESSION

12A. Consideration and possible action relative to Executive Session Item 11B.

MOTION: Councilmember Nathan Killough moved to authorize the city manager to execute the extension agreement with Valero. Mayor Pro-tem Tom Hines seconded the motion.

VOTE: Ayes: Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Councilmember Nathan Killough
Councilmember Tim Jordan
Councilmember Lucio Valdez
Councilmember Terri Grimm

Nays: None
Abstain: None
Absent: None

ACTION: The motion carried with 7 ayes and 0 nays

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:55 p.m.

CITY OF HUTTO, TEXAS
ATTEST:

Seth Gipson, City Secretary

Doug Gaul, Mayor