The Hutto City Council met in a regular session on Thursday, July 2, 2015, in the Hutto City Council Chamber, 401 W. Front Street, Hutto, TX 78634.

CALL SESSION TO ORDER

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

ROLL CALL

Members of the City Council that were present were Mayor Debbie Holland, Mayor Pro-tem Michael J. Smith, Councilmember Tom Hines, Councilmember Ronnie Quintanilla-Perez, Councilmember Lucio Valdez, and Councilmember Max V. Yeste. Councilmember Anne Cano was absent.

Members of staff that were present were Karen Daly, City Manager, Micah Grau, Assistant City Manager, Brian Knowles, Assistant City Attorney, Helen Ramirez, Development Services Director, Melanie Hudson, Finance Director, Mike Hemker, Parks and Recreation Director, and Earl Morrison, Chief of Police.

INVOCATION

The invocation was given by Esteban Castilla, Pflugerville Police Officer and Pastor Joaquin Bordoni with Iglesia Nueva Vida of Hutto.

PLEDGE OF ALLEGIANCE

Mayor Holland led the Pledge of Allegiance.

PUBLIC COMMENT

5A. Remarks from visitors.

There were no comments from visitors.

PRESENTATION

6A. Presentation and discussion on the future expansion of the Williamson County Regional Animal Shelter.

Micah Grau, Assistant City Manager, introduced Cheryl Schneider, Director of the Williamson County Regional Animal Shelter. Ms. Schneider gave the staff presentation.
The City of Hutto along with the cities of Cedar Park, Leander, Round Rock, and Williamson County, joined together in 2006 to create the Williamson County Regional Animal Shelter to address the cumulative animal care and sheltering needs of the partner cities and county. The shelter opened in 2007. Growth in the County’s population has stretched the capacity of the shelter. The Williamson County Regional Animal Shelter Board, acting through Williamson County, engaged the services of Jackson & Ryan Architects in 2014 to look at the future service needs of the shelter and to conduct facility planning through 2035 and 2050. The Hutto Assistant City Manager Micah Grau serves as Hutto’s representative on the Shelter Board.

Ms. Schneider also provided information on current shelter programs and initiatives, intake statistics by city, the reasons for expansion, which include compliance with state regulations and population group, and estimates of the expansion costs and a funding plan.

REGULAR AGENDA ITEMS

RESOLUTIONS

7A. Consideration and possible action on a resolution to allow the Hutto Independent School District to perform construction work outside of the time specified in the Unified Development Code (UDC) at the Norman Elementary School site.

Helen Ramirez, Development Services Director, gave the staff presentation. The City received a request from Hutto ISD for an exception to the regulations concerning the performance of construction work between the hours of 9:00 am and 6:00 pm on Sundays during the month of July 2015 (July 5, 12, 19 and 26). The request is due to the excessive rain that has recently been experienced resulting in the loss of 34 work days on the construction of Norman Elementary School. Hutto ISD has stated that the construction work to be performed on Sundays includes the hauling in of off-site material and compaction of fill material for the foundation base pad. Staff reported that the ordinance allows for the City Council to grant a special permit for such requests.

Ms. Ramirez reviewed some of the construction complaints that had been received by the City. Ed Ramos, Deputy Superintendent of Hutto ISD, also addressed the complaints and explained the communication plan that the City and school district have in place in order the resolve the issues quickly and noted its success so far.

MOTION: Councilmember Tom Hines moved to approve the resolution granting a special permit to the Hutto ISD to perform construction work outside of the time specified in the Unified Development Code (UDC) at the Norman Elementary School site between the hours of 9:00am – 6:00pm on July 5th, 12th, 19th, and 26th, 2015. Councilmember Lucio Valdez seconded the motion. The motion carried with 6 ayes and 0 nays.
7B. **Consideration and possible action on a resolution concerning a real estate exchange contract between the City of Hutto and Hill Country Bible Church for less than 0.1 acres of land.**

Micah Grau, Assistant City Manager, gave the staff presentation. The City approached Hill Country Bible Church (dba Hutto Bible Church) in 2014 about the possibility of completing a land swap to clean up the boundary between the church property and the Hutto Co-op. Mr. Grau described the areas of the City's property and the Church property that would be involved in the land swap and how this swap was beneficial to both parties for the future development of the properties.

**MOTION:** Councilmember Tom Hines moved to approve the resolution and real estate exchange contract consisting of less than 0.1 acres of land between the City and Hutto Bible Church. Councilmember Ronnie Quintanilla-Perez seconded the motion. The motion carried with 6 ayes and 0 nays.

7C. **Consideration and possible action on resolution concerning an investment advisory services contract with First Southwest Asset Management for investment advisory services.**

Melanie Hudson, Finance Director, gave the staff presentation. The City solicited Investment Advisor proposals from qualified providers for investment advisor services. Three proposals were received: Valley View Consulting, The PFM Group, and First Southwest Asset Management. First Southwest is the current vendor and was selected by staff as the vendor of choice due to prior experience with the City of Hutto, the ease of understanding the presentation, the knowledge and experience of the company, and the favorable fee schedule provided in response to the Request for Proposals. First Southwest has provided the City with expert advice on investment of public funds in accordance with state law, pricing of securities and reviews the City’s investment policy and depository agreements. The services that would be provided through an investment advisory contract include the pricing of securities, review of the City's investment policy and depository agreements, and expert advice on investment of public funds in accordance with state law.

**MOTION:** Councilmember Ronnie Quintanilla-Perez moved to approve the resolution and contract with First Southwest Asset Management for investment advisory services. Mayor Pro-tem Michael Smith seconded the motion. The motion carried with 6 ayes and 0 nays.

7D. **Consideration and possible action on resolution adopting the City’s Investment Policy dated July 2, 2015.**

Melanie Hudson, Finance Director, gave the staff presentation. Chapter 2256 of the Government Code requires that municipal governments adopt an investment policy and review and renew the adoption annually. The investment policy was last renewed on June 5, 2014. Minimal changes are proposed based on recent changes to the Public Funds
Investment Act. Ms. Hudson outlined the changes to the policy. She added that the changes are not expected to impact the City's investment portfolio.

**MOTION:** Councilmember Tom Hines moved to approve the resolution adopting the City's Investment Policy dated July 2, 2015. Councilmember Ronnie Quintanilla-Perez seconded the motion. The motion carried with 6 ayes and 0 nays.

7E. **Consideration and possible action on a resolution amending the City Council Relations Policy and renaming it to the Hutto City Council Protocol Policy.**

Seth Gipson, City Secretary, gave the staff presentation. In 2006, the Hutto City Council approved a resolution adopting a Council Relations Policy that served as a guide for City Council processes. This policy was revised several times, with the last revision being in 2009. Last year when the City Council Committees were established, one of the goals that the Leadership and Legislative Council Committee was tasked with was to renovate the current Council Relations Policy. This committee has worked diligently to streamline the document so that it now reflects the current processes of the City Council. It includes the other independent policies that were established through the years so all of the council procedural policies can be found in one document, and the protocols are consistent with the employee handbook policies that are established by ordinance.

Councilmember Lucio Valdez suggested several modifications that he would like made to the protocol policy and the City Council requested that it be reviewed by the Leadership and Legislative Council Committee again.

There was no action on this item.

**OTHER BUSINESS**

8A. **Consideration and possible action on the June 18, 2015 City Council meeting minutes.**

**MOTION:** Councilmember Tom Hines moved to approve the minutes of the June 18, 2015 City Council meeting as presented. Mayor Pro-tem Michael Smith seconded the motion. The motion carried with 6 ayes and 0 nays.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:46 p.m.

**CITY OF HUTTO, TEXAS**

[Signature]
Debbie Holland, Mayor

**ATTEST:**

[Signature]
Seth Gipson, City Secretary