The Hutto City Council met in a special called session on Thursday, July 30, 2015, in the Hutto City Council Chamber, 401 W. Front Street, Hutto, TX 78634.

CALL SESSION TO ORDER

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

ROLL CALL

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

Members of City staff that were present were Karen Daly, City Manager, Micah Grau, Assistant City Manager, Charlie Crossfield, City Attorney, Melanie Hudson, Finance Director, Randy Barker, General Services Director, Scot Stromness, Public Works Director, Helen Ramirez, Development Services Director, Amy McGlothlin, Human Resources Director, Mike Hemker, Parks and Recreation Director, Earl Morrison, Chief of Police, and Christina Kane-Gibson, Public Information Officer.

PLEDGE OF ALLEGIANCE

Mayor Holland led the Pledge of Allegiance.

PUBLIC COMMENT

4A. Remarks from visitors.

Steven Harris – 1106 Canoe Cove – shared his concerns regarding item 8B on the July 16, 2015 City Council Meeting Agenda concerning the Community Development Block Grant Program and advised the City Council to thoroughly investigate grants that are using Federal dollars before submitting an application due to potential requirements that could hinder the City.

PRESENTATIONS

5A. Ensuring Hutto’s Safety, Part 4 - Fire Trends

Karen Daly, City Manager, introduced Tom Wieczorek, Director of the Center for Public Safety Management (CPSM), the speaker for the fourth presentation of the City’s continuing series on Ensuring Hutto’s Safety. The CPSM focuses on helping communities identify and develop public safety opportunities from a management perspective. Mr.
Wieczorek has an extensive background having served multiple cities in a variety of roles including a police officer, firefighter, fire chief, director of public safety, and city manager before retiring in June 2005. In most local governments, public safety consumes a very large portion of the budget. CPSM helps cities understand the balance of service needs against the rising costs of public safety. CPSM helps cities make data-driven decisions by developing policy questions that should be answered.

Mr. Wieczorek presented on emerging trends and data on fire protection services. During his presentation he discussed the following:

- Building a Comprehensive AED Program
- Exceeding customer expectations by:
  - Cross-functional training
  - Identification of customer expectations
  - Measuring and mapping
- Shift in fire workloads, which is moving from fighting fires to medical calls
- Using data to transform emergency services
  - Completing a comprehensive risk analysis
  - Moving to Integrated Risk Management Planning – move from response to prevention
  - Developing a comprehensive approach for the whole community
- Fire Challenges
- Mapping
  - Risk Analysis
  - Travel Time
  - Response Times
  - Staffing vs. Peak times
- Low Fire Fighter Utilization
- Station Workload Analysis
  - Combination vehicles
- EMS Challenges
  - Staffing

Following his presentation, Mr. Wieczorek answered questions from the City Council.

5B. Presentation and discussion of the Proposed 2015-16 Annual Operating Budget

Karen Daly, City Manager, gave the staff presentation. The Hutto City Charter requires that the City Manager present a proposed annual operating budget prior to August 15th. The proposed budget shall include a budget message and recommended budget for the ensuing year. The proposed budget was presented to the City Council at this meeting.

Ms. Daly discussed the following information during the budget presentation.
- Fiscal Year 15 Accomplishments
- Fiscal Year 15 Fund Balances
- Economic Outlook
- Certified Tax Roll
- Average Tax Bill
- Fiscal Year 16 Capital Improvement Projects
- Water Rate Models
- Charitable Donation Funding Options
- Tax Rate Options
- Overview of the all funds, including:
  - General
  - Utility
  - Impact Fee
  - Solid Waste
  - Hotel Tax
  - Court
  - PEG
  - Red Light Camera
- Budget Calendar

Councilmember Yeste asked that we investigate the charitable donation option by reaching out to other cities that have initiated this type of option to discern the citizen reaction.

Councilmember Hines initiated a discussion concerning the presented tax rate which would reduce the rate $0.0019 and questioned why would the city not maintain the existing rate and use the funds generated for additional staffing and services.

Councilmember Yeste requested that the Finance Department calculate the difference in revenues generated by the current tax rate and the proposed tax rate.

Mayor Holland, mentioned while this is a slight reduction in the tax rate every bit helps the residents. She added that she is not in favor of an opt-out donation program and prefers an opt-in system.

Councilmember Cano asked for clarification concerning the Rental Inspection Program and when that item would be presented to the City Council for consideration. Ms. Daly said it would be brought to the council in October.

REGULAR AGENDA ITEMS

OTHER BUSINESS

6A. Consideration and possible action on the proposed Ad Valorem tax rate, including taking a record vote on the proposed rate, and setting dates, times, and places for a public hearing and adoption of the tax rate.

Melanie Hudson, Finance Director, gave the staff presentation. Consideration of the Ad Valorem tax rate for the 2015-16 Budget began with the overview of the City Manager's
proposed budget. The amounts estimated for Property Tax revenue were based on lowering the overall Property Tax rate to the proposed rate of $0.5285.

The tax rates, per $100 of taxable value, are as follows:

2014-15 (current year) tax rate: $0.528691  
Formula: Assessed Valuation/100 x tax rate = taxes paid

2015-16 (upcoming year) effective rate: $0.487877  
Effective rate formula: Last year’s total tax revenue ÷ this year’s tax base (after subtracting value of new property)

2015-16 (upcoming year) rollback rate: $0.529895  
Rollback rate formula: Last year’s operating tax revenue ÷ this year’s tax base (after subtracting value of new property) x 1.08% + this year’s debt rate (less adjustment for sales tax for property tax reduction). This is the highest rate the Council may consider without risking a voter petitioned rollback election.

2015-16 (upcoming year) proposed rate: $0.5285  
This year’s proposed rate is $0.436464 (O&M) plus $0.092036 (I&S).  
Truth in taxation requires that the Council take a record vote if a tax increase above the effective rate is being considered and a ¼ page notice be published in the newspaper and on the website at least 7 days before the tax hearing. This notice will include the maximum tax rate increase that the Council is considering. The two required tax hearings are proposed to be held, if necessary, on August 13 and August 20.

This decision must be considered through a record vote of the City Council (individual role call and vote). The notice must publish the maximum tax rate that the City Council will consider; however, the Council may choose to adopt a lower rate later in the budget process.

The rate selected to support the Interest and Sinking portion of the rate may not be altered after this evening without starting the tax rate process over.

The 2015-16 Budget for the General Fund and I&S Fund are funded in part based on the property tax rate. This vote does not adopt a tax rate for the City; it only approves the highest tax rate that the Council may consider. This vote is required to be a record vote, so that publications can be made in accordance with state law.

Each $0.01 of increase to the tax rate provides approximately $110,000 in revenue to the City. A vote on publishing a higher tax rate gives the City Council the flexibility to discuss taxes during the budget process to add new programs. A vote on a lower tax rate limits the Council as a higher rate cannot be considered due to the timing of publications and hearings.

The average home value has increased from taxable values of $145,495 to $158,866. If the proposed tax rate is adopted, the average home’s City tax bill would increase from
$769 in 2014 to $840 in 2015; however, this is dependent on each home’s individual appraisal changes.

MOTION: Councilmember Anne Cano moved that the proposed 2015-16 tax rate for the City of Hutto be published at $0.5285 per $100 of assessed valuation, that a public tax hearing be scheduled for August 13, 2015, and August 20, 2015, (if necessary) and that the vote on the tax rate ordinance be scheduled for September 3, 2015. Mayor Pro-tem Michael Smith seconded the motion.

VOTE: Ayes: Councilmember Anne Cano
Councilmember Ronnie Quintanilla-Perez
Mayor Pro-tem Michael Smith
Councilmember Max Yeste
Mayor Debbie Holland

Nays: Councilmember Tom Hines
Councilmember Lucio Valdez

Abstain: None

ACTION: The motion carried with 5 ayes and 2 nays.

RESOLUTIONS

7A. Consideration and possible action on a resolution concerning the Capital Area Metropolitan Planning Organization (CAMPO) Transportation Alternatives Program (TAP) application for funding of bicycle and pedestrian infrastructure projects in fiscal years 2016-2018.

Helen Ramirez, Development Services Director, gave the staff presentation. The proposed project to be submitted for the Transportation Alternatives Program would be the design and construction of a sidewalk along Limmer Loop from FM 1660 North to Cottonwood Creek Elementary. It would connect to the Hike and Bike Trail project currently being designed for construction on FM 1660 North. This is a Safe Routes to School (SRTS) project consisting of approximately 2,200 Linear Feet of 10’ wide sidewalk allowing for both pedestrians and cyclists. Currently, there are no sidewalks or bike lanes on Limmer Loop. Cottonwood Creek Elementary is connected to Hutto Middle School via an on-campus sidewalk. Several subdivisions which house a large majority of the students who attend the schools are located within close proximity. There are an additional 200-300 homes which are either under construction or planned for the area that would also be able to use this new sidewalk.

The City of Hutto will provide a match totaling $196,558.00 which includes 20% match of the Total Construction Cost and the required 15% TxDOT Administrative Fee for project oversight and management.
MOTION: Councilmember Tom Hines moved to approve the resolution concerning the Capital Area Metropolitan Planning Organization (CAMPO) Transportation Alternatives Program (TAP) application for funding of bicycle and pedestrian infrastructure projects in fiscal years 2016-2018. Councilmember Ronnie Quintanilla-Perez seconded the motion. The motion carried with 7 ayes and 0 nays.

7B. Consideration and possible action on a resolution to allow the City of Hutto to perform construction work outside of the time specified in the Unified Development Code (UDC) at the Hutto Gin site.

Helen Ramirez, Development Services Director, gave the staff presentation. The City’s contractor, American Constructors Incorporated, has requested to perform construction work on Sundays between 7 am and 8 pm throughout August to make up for time lost on the project (August 2, 9, 16, 23, and 30). The request is due to the excessive rain in April and May and delays caused by the backlog in steel fabrication. In addition, the contractor requests permission to work outside of the designated hours on the day that the slab is poured due to the need to pour during cooler hours.

MOTION: Councilmember Tom Hines moved to approve the resolution allowing the City of Hutto to perform construction work outside of the time specified in the Unified Development Code (UDC) at the Hutto Gin site on the days presented. Councilmember Ronnie Quintanilla-Perez seconded the motion. The motion carried with 7 ayes and 0 nays.

ADJOURNMENT

There being no further discussion, the meeting adjourned at 9:12 p.m.

CITY OF HUTTO, TEXAS

Debbie Holland, Mayor

ATTEST:

Seth Gipson, City Secretary