CITY COUNCIL MEETING MINUTES
AUGUST 6, 2015

The Hutto City Council met in a regular session on Thursday, August 6, 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 7:00 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 staff that were present were Karen Daly, City Manager, Micah Grau, Assistant City Manager, Charlie Crossfield City Attorney, Helen Ramirez, Development Services Director, Melanie Hudson, Finance Director, Randy Barker, General Services Director, Scot Stroomsness, Public Works Director, Amy McGlothlin, Human Resources Director, and Earl Morrison, Chief of Police.

INVOCATION

The invocation was given by Pastor Joaquin Bordoni of Iglesia Nueva Vida.

PLEDGE OF ALLEGIANCE

Mayor Holland led the Pledge of Allegiance.

PROCLAMATION

5A. Proclamation recognizing Iglesia Nueva Vida of Hutto for their community service.

Mayor Holland read the following proclamation and presented it to Pastor Joaquin Bordoni.

Whereas, Iglesia Nueva Vida recognized that there were many children in the Hutto Community not prepared for school because they lacked the essential supplies; and

Whereas, Iglesia Nueva Vida created and held the first VidaFest in 2010, having a budget of only $200, they supplied 30 backpacks and distributed supplies to the Cottonwood Creek Elementary School; and

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Whereas, each year this outreach program has grown and is now a community festival that has provided clothing, food, entertainment and over 1,300 backpacks to local children; and

Whereas, in addition to helping local families prepare for the upcoming school year, Iglesia Nueva Vida is building support structures, mentoring programs, and opportunities for tutoring to help students succeed.

Now Therefore, I, Debbie Holland, Mayor, of the City of Hutto along with the Hutto City Council do hereby proclaim our greatest appreciation to the leadership and passion exhibited by Pastor Joaquin Bordoni and the congregation of Iglesia Nueva Vida to help those in need and for the example of service that they demonstrate in our community.

Proclaimed this 6th day of August, 2015.

PUBLIC COMMENT

6A. Remarks from visitors.

The following individuals spoke during public comment about their concerns regarding the termination of Sergeant Paul Leal. In addition, they voiced their appreciation for his character and compassion.

- Mr. Bingham – Taylor
- Jolynnne Williams – Taylor
- Jeff Rippie – Taylor
- Melisa Perry – Hutto
- Lorie Killian – Hutto
- Edward Thomison – Georgetown
- Emily Parks – Hutto
- Steve Sorenson – Taylor
- Andres Leal, Sr. – Taylor
- Shelby MacKay – Hutto

The following individuals spoke during public comment expressing their support and appreciation for Karen Daly, City Manager, and Earl Morrison, Chief of Police.

- Bill Reitmeyer – Hutto
- Jessica Romigh – Hutto
- Ehab Kawar – Hutto

The following individual spoke during public comment concerning supplemental agenda item A under other business. He voiced the original intent of section 3.16 of the City Charter and said that in this case it is not being used for its original intent.

- Jeff Philips – Hutto

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CONSENT AGENDA ITEMS

All items listed on the consent agenda were considered to be routine by the City Council and were enacted by one motion. There was no separate discussion of the items listed on the consent agenda.

7A. Consideration and possible action on a resolution concerning the proposed Subdivision Glenwood Phase 6B Final Plat, 14.709 acres, more or less, of land, 68 single-family lots, located at Luna Vista Drive and Pebble Path.

7B. Consideration and possible action on a resolution concerning the proposed Subdivision Hutto Crossing Phase 2 Final Plat, 23.41 acres, more or less, of land, 98 single-family lots, located at Carl Stern Drive and Methodius Drive.

7C. Consideration and possible action on a resolution concerning the proposed Subdivision Lots 7 and 8, Block G Emory Farms Section Five Amended Plat, 0.394 acres, more or less, of land, 2 single-family lots, located at 900 and 902 Emory Stable Drive.

7D. Consideration and possible action on a resolution concerning the proposed Subdivision Lots 54 and 55, Block G Emory Farms Section Six Amended Plat, 0.360 acres, more or less, of land, 2 single-family lots, located at 1005 and 1007 Farmhouse Cove.

7E. Consideration and possible action on the second and final reading of an ordinance concerning the adoption of the Hutto Economic Development Corporation Fiscal Year 2015-16 Budget.

7F. Consideration and possible action on the second and final reading of an ordinance amending the City of Hutto fee schedule concerning Article A1.000 Development Services, Engineering and Construction, Article A4.000 Public Facility Rentals, Article A7.000 Library, and Article A8.00 Miscellaneous.

7G. Consideration and possible action on a resolution concerning the acceptance of the water, wastewater, street and drainage improvements of the Hutto Crossing Phase One Section One subdivision.

7H. Consideration and possible action on the meeting minutes for the July 16, 2015 City Council regular meeting.

7I. Consideration and possible action on a resolution encouraging Lone Star Rail District to extend the formal study area for the passenger rail corridor to include the Hutto and Taylor passenger stations.
**MOTION:** Councilmember Tom Hines moved to approve all the items listed on the consent agenda. Mayor Pro-tem Michael Smith seconded the motion. The motion carried with 7 ayes and 0 nays.

**REGULAR AGENDA ITEMS**

**RESOLUTIONS**

8A. Consideration and possible action on a resolution concerning the proposed Subdivision Star Ranch Parcel 23 Preliminary Plat, 20.97 acres, more or less, of land, 1 multi-family lot, located within Hutto's extraterritorial jurisdiction at Winterfield Drive and Lismore Street.

Helen Ramirez, Development Services Director, gave the staff presentation. The Star Ranch Parcel 23 Preliminary Plat consists of one lot on 20.97 acres in Hutto's Extraterritorial Jurisdiction (ETJ). The lot takes access from Winterfield Drive. The streets within the development are private drives, and will not be dedicated as public streets. Supplementary utility plans show 136 homes within the subdivision, though they will not be platted as individual lots. Instead, the for-sale lots will be defined by a condo regime, fronting on private drives. Parkland for Star Ranch has been satisfied. Staff comments have been addressed. The initial submittal of this plat was titled 'Star Ranch Parcel 23 Townhomes. The name has since been revised to reflect the planned development of detached, single-family homes in accordance with the approved Star Ranch concept plan from 2004. The Planning and Zoning Commission recommended denial to City Council on July 7, 2015, due to citizen concerns at the commission meeting. City staff addressed these concerns following the meeting and stated that the plat had been reviewed by the City and the County.

Charlie Crossfield, City Attorney, reiterated that the City has to approve the plat if it meets all of the city regulations. Staff recommended that the City Council approve the plat because it complies with the subdivision regulations.

Laurie Lara, Senior Manager of Land Development for KB Homes Central Texas Division, was available to answer any question for the City Council.

**MOTION:** Councilmember Tom Hines moved to approve the resolution concerning the proposed Subdivision Star Ranch Parcel 23 Preliminary Plat, 20.97 acres, more or less, of land, 1 multi-family lot, located within Hutto's extraterritorial jurisdiction at Winterfield Drive and Lismore Street. Councilmember Anne Cano seconded the motion. The motion carried with 7 ayes and 0 nays.

8B. Consideration and possible action on a resolution concerning the proposed Subdivision Star Ranch Parcel 23 Final Plat, 20.97 acres, more or less, of land, 1 multi-family lot, located within Hutto's extraterritorial jurisdiction at Winterfield Drive and Lismore Street.
Helen Ramirez, Development Services Director, gave the staff presentation. The Star Ranch Parcel 23 Final Plat consists of one lot on 20.97 acres in Hutto's Extraterritorial Jurisdiction (ETJ). The lot takes access from Winterfield Drive. The streets within the development are private drives, and will not be dedicated as public streets. Supplementary utility plans show 136 homes within the subdivision, though they will not be platted as individual lots. Instead, the lots will be defined by a condo regime, fronting on private drives. Parkland for Star Ranch has been satisfied. Staff comments have been addressed. The initial submittal of this plat was titled 'Star Ranch Parcel 23 Townhomes. The name has since been revised to reflect the planned development of detached, single-family homes in accordance with the approved Star Ranch concept plan. The Planning and Zoning Commission recommended denial to City Council on July 7, 2015, due to citizen concerns. Staff recommended that the City Council approve the plat because it met the subdivision regulations.

**MOTION:** Councilmember Max Yeste moved to approve the resolution concerning the proposed Subdivision Star Ranch Parcel 23 Final Plat, 20.97 acres, more or less, of land, 1 multi-family lot, located within Hutto's extraterritorial jurisdiction at Winterfield Drive and Lismore Street. Mayor Pro-tem Michael Smith seconded the motion. The motion carried with 7 ayes and 0 nays.

8C. Consideration and possible action on a resolution concerning an agreement with SecureVision of America for Automated Meter Endpoint Installation Services.

Scot Stromsness, Public Works Director and Randy Barker, General Services Director, gave the staff presentation. Council approved the upgrade of the Itron Automated Metering Infrastructure at the November 6, 2014 meeting. As a result of the upgrade, 3rd party services were required to replace the existing 200W endpoints with the new 100W endpoints. City staff conducted a Request for Proposals for these services in June 2015. 44 firms received notice of the solicitation through the Texas Bid System and 16 companies downloaded the solicitation documents. Six (6) proposals were received by the solicitation deadline and the evaluation team made up of staff member from Utility Billing, Public Works, Purchasing, and a facilitator shortlisted UWS, Inc. and SecureVision of America for interviews. After interviews and consultation with Itron project representatives, SecureVision of America is being recommended for award.

This will improve service delivery for water customers and provides options for reading the meters including a rerefad system that would not require technicians to manually read each meter that did not report properly to the tower.

Staff clarified that the City makes the final decision on replacing additional equipment such as meter boxes and rebar.

**MOTION:** Councilmember Max Yeste moved to approve the resolution concerning an agreement with SecureVision of America for Automated Meter Endpoint Installation Services. Councilmember Anne Cano seconded the motion. The motion carried with 7 ayes and 0 nays.
8D. Consideration and possible action on a resolution concerning the issuance of a purchase order to Trico Tower Services for Automated Meter Collector Installation Services.

Scot Stromsness, Public Works Director, gave the staff presentation. Council approved the upgrade of the Itron Automated Metering Infrastructure at the November 6, 2014 meeting. As a result of the upgrade, 3rd party services were required to replace the existing 200W endpoint collectors with the new 100W endpoint collectors. City staff conducted a Request for Proposals for these services in June 2015. 58 companies were notified of the RFP through the Texas Bid System and 13 downloaded the solicitation documents. Trico Tower Services was the only firm to submit a proposal by the solicitation deadline which can be largely attributed to the specialty of the service with Itron equipment. The evaluation team reviewed the proposal in detail, conducted an interview with Trico Tower Services, and consulted with Itron project representatives before recommending them for award.

**MOTION:** Mayor Pro-tem Michael Smith moved to approve the resolution concerning the issuance of a purchase order to Trico Tower Services for Automated Meter Collector Installation Services. Councilmember Ronnie Quintanilla-Perez seconded the motion. The motion carried with 7 ayes and 0 nays.

8E. Consideration and possible action on a resolution establishing a 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. The committee made several changes to the policy and it was presented at the July 2, 2015 City Council Meeting. The City Council did not take any action on the item and requested that it go back to the Leadership and Legislative Committee for further review. The committee examined the current Council Relations Policy and the Draft Protocol Policy at their July 13th meeting. The committee concluded that there will be two separate city council policies instead of the Protocol Policy replacing the Council Relations Policy. The committee made several modifications to the draft Protocol Policy including, adding a section for emergency meetings and rearranging the duties of the Mayor Pro-tem. The Committee will continue to work on the City Council Relations Policy and it will be presented to the City Council for consideration at a later date.

**MOTION:** Councilmember Max Yeste moved to approve the resolution establishing a City Council Protocol Policy. Mayor Pro-tem Smith seconded the motion. The motion carried with 7 ayes and 0 nays.
OTHER BUSINESS

A. Consideration and discussion concerning conducting an investigation pursuant to Section 3.16 of the City Charter regarding the official conduct of the City Manager and Police Chief related to the termination of Sergeant Paul Leal.

Charlie Crossfield, City Attorney, explained that this item is to decide whether or not to have an investigation, not to actually conduct the investigation. Mr. Crossfield mentioned that this provision is not used frequently, but the protocol is very much like a trial and independent legal counsel would have to facilitate.

Councilmember Yeste asked for clarification on the types of questions concerning due process that can be asked as of now, because that could affect the decision of the item. Yeste continued on by saying that before action is taken there needs to be time given for Paul Leal to complete his appeal process.

Councilmember Quintanilla-Perez stated that without any specifics and without the appeal process being completed, then the City Council cannot know if the process was not followed correctly.

Councilmember Valdez stated that due process was not followed in this case.

Councilmember Hines asked what was the timeline and feels that we should rely on the process, before moving forward with this type of investigation.

MOTION: Councilmember Max Yeste moved that the City Council take no action on the item concerning conducting an investigation pursuant to Section 3.16 of the City Charter regarding the official conduct of the City Manager and Police Chief related to the termination of Sergeant Paul Leal. Councilmember Ronnie Quintanilla-Perez seconded the motion.

Mayor Pro-tem Michael Smith made the comment that we need to see that this process is done correctly.

The motion carried with 7 ayes and 0 nays.

The City Council recessed for a short break at 8:33 pm

The City Council reconvened into regular session and recessed to the City Hall Conference room for executive session at 8:43 pm

EXECUTIVE SESSION

A. Executive Session as authorized by Section 551.074, Texas Government Code.
Personnel Matters: City Manager
The City Council reconvened back into regular session at 9:45pm

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:45p.m.

CITY OF HUTTO, TEXAS

ATTEST:

Seth Gipson, City Secretary

Debbie Holland, Mayor