The Hutto City Council met in a regular session on Thursday, August 20, 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 Cuny, Councilmember Tom Hines, Councilmember Ronnie Quintanilla-Perez, Councilmember Lucio Valdez, and Councilmember Max Yeste.

Members of the 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, Helen Ramirez, Development Services Director, Earl Morrison, Chief of Police, Mike Hemker, Parks and Recreation Director, and Amy McGlothlin, Human Resources Director.

INVOCATION

Invocation was given Jerry Reynaga with La Hermosa Church of Hutto.

PLEDGE OF ALLEGIANCE

Mayor Holland led the Pledge of Allegiance.

PUBLIC COMMUNICATION

5A. Remarks from visitors.

There were no remarks from the visitors present.

PRESENTATIONS

6A. Ensuring Hutto’s Safety, Part 5 - Williamson County Emergency Services District #3.

Chief Scott Kerwood, Fire Chief for Williamson County Emergency Services District #3 gave the staff presentation. This was the fifth presentation in the City’s Ensuring Hutto’s Safety Series. Chief Scott Kerwood provided information on services provided by the
District and highlighted that the fire department is going to be named a best practices fire station by the Texas Fire Chief's Association.

Chief Kerwood introduced Chris Conneally, State Fire Marshall, Jesse Williams, Deputy State Fire Marshall, Phillip Bradley, manager from the Insurance Services Office, and Mike Peach, a local consultant. Each of the individuals spoke on the importance of the ISO report and the effect it can have on local insurance rates and economic development.

PUBLIC HEARINGS

7A. Open and conduct a public hearing to hear testimony regarding the proposed Fiscal Year 2015-16 Budget.

Mayor Holland opened the public hearing at 7:38pm. There being no testimony, the public hearing was closed at 7:38pm.

7B. Open and conduct the second public hearing to hear testimony regarding the proposed ad valorem tax rate.

Mayor Holland opened the public hearing at 7:38pm. There being no testimony, the public hearing was closed at 7:38pm.

CONSENT AGENDA ITEMS

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

8A. Consideration and possible action on a resolution concerning the subdivision approval extension request for the Hutto Crossing Phase 1 Section 3 Final Plat, 2.049 acres, more or less, of land, 1 public roadway, located west of the intersection of FM 685 and the proposed extension of Carl Stern Drive.

8B. Consideration and possible action on a resolution concerning Outside Agency Funding allocations and authorizing the City Manager to execute all Interlocal Agreements established with Outside Agencies for the 2015-16 Fiscal Year.

8C. Consideration and possible action on a resolution concerning the renewal of the agreement with the Brazos River Authority for Operation and Maintenance of Wastewater Services.

8D. Consideration and possible action on a resolution concerning a professional fireworks show hosted by the City of Hutto on August 29, 2015.
8E. Consideration and possible action on a resolution regarding a Hotel Occupancy Tax agreement with the Hutto Chamber of Commerce for the 2015 OldeTyme Days Festival.

8F. Consideration and possible action on the meeting minutes for the July 11, 2015 City Council Work Session and the July 30, 2015 Special Called City Council meeting.

8G. Consideration and possible action on a resolution concerning the appointment of Hutto City Councilmember Tom Hines, Place 2 to the Capital Area Council of Governments General Assembly.

8H. Consideration and possible action on a resolution authorizing the City to engage the firm of Brockway, Gersbach, Franklin and Niemeier, PC for the City’s independent financial audit for the fiscal year ending September 30, 2015.

Councilmember Tom Hines requested that item 8F be pulled from the consent agenda items and addressed during the regular meeting items.

MOTION: Councilmember Max Yeste moved to approve the consent agenda items as presented. Mayor Pro-tem Michael Smith seconded the motion. The motion carried with 7 ayes and 0 nays.

REGULAR AGENDA ITEMS

8F. Consideration and possible action on the meeting minutes for the July 11, 2015 City Council Work Session and the July 30, 2015 Special Called City Council meeting.

Councilmember Tom Hines stated that the minutes for the July 11, 2015 City Council Work Session are a broad overview and they do not capture the essence of why the council was at the work session.

MOTION: Councilmember Tom Hines moved to postpone the approval of the meeting minutes for the July 11, 2015 City Council Work Session and the July 30, 2015 Special Called City Council meeting until the next city council meeting. Mayor Pro-tem Michael Smith seconded the motion. The motion carried with 7 ayes and 0 nays.

ORDINANCES

9A. Consideration and possible action on the first reading of an ordinance amending the Fiscal Year 2014-15 Budget.

Melanie Hudson, Finance Director, gave the staff presentation. This amendment represents the third amendment of the FY15 Budget. The amendment includes adjustments to the City’s operating, capital projects, and special revenue funds. The Fiscal & Budgetary Committee reviewed the draft budget amendment prior to the presentation of the amendment to Council.
Ms. Hudson, provided a brief overview of the following funds:
- General Fund
- General Debt Service Fund
- Utility Fund
- Impact Fees Fund
- CIP Fund

**MOTION:** Councillmember Tom Hines moved to approve the first reading of the ordinance amending the Fiscal Year 2014-15 Budget. Councillmember Ronnie Quintanilla-Perez seconded the motion. The motion carried with 7 ayes and 0 nays.

**RESOLUTIONS**

10A. **Consideration and possible action on a resolution concerning an additional fee waiver for development fees associated with the Hutto Affordable Senior Housing Project, located at 300 Carl Stern, within the Hutto Crossing Phase I Section 2 development site in Hutto, Texas.**

*Helen Ramirez, Development Services Director gave the staff presentation. DMA Development Company, LLC made a request to the City of Hutto to grant an additional fee waiver for development fees associated with the Hutto Affordable Senior Housing Project located at 300 Carl Stern Drive, due to the redesign of water lines that has resulted in an increase in associated water and wastewater connection and water and wastewater impact fees. This redesign was a conversation that occurred between the developer and the city’s engineering division. The Senior Affordable Housing project is a 61-unit Senior Apartment Complex comprised of six (6) one-story apartment buildings and (1) one two-story combination residential apartment and amenities building totaling 91,451 square feet. Approval of the request would grant DMA Development Company, LLC an additional development fee waiver in the amount of $32,098 for the “Hutto Affordable Senior Housing Project”.*

*Janine Sisak, Senior Vice President with DMA Companies was also present to answer any questions.*

**MOTION:** Councillmember Anne Cano moved to approve the resolution concerning an additional fee waiver for development fees associated with the Hutto Affordable Senior Housing Project, located at 300 Carl Stern, within the Hutto Crossing Phase I Section 2 development site. Councillmember Max Yeste seconded the motion. The motion carried with 7 ayes and 0 nays.

10B. **Consideration and possible action on a resolution concerning the issuance of a letter of support for the Brazos River Authority Region G Little River Off-Channel Reservoir project.**

*Helen Ramirez, Development Services Director, gave the staff presentation. The City of Hutto has been working with the Brazos G Regional Water Planning Group (RWPG) to
plan for future water needs of the area. The RWPG is charged with assessing projected population and water demands, assessing current supplies and calculating needs, and evaluating water management strategies and recommendations to meet these needs by drafting a Regional Water Plan. Part of this evaluation includes performing surveys of water user groups and wholesale water providers while taking into consideration projected population growth in Region G. The deadline for written comments to the Draft 2016 Brazos G Regional Water Plan is August 24, 2015. The City of Hutto believes that Williamson County and the entire Brazos basin will be enhanced by the inclusion of the Little River Off-Channel Reservoir project. Every reasonable water resource that can be developed within the Brazos basin is a resource that will provide for sustained growth and long term regional planning. It is for this reason that the City of Hutto believes that maintaining a diverse set of identified resources, such as the Little River Off-Channel Reservoir project, is an important component of water management. County Judge Dan Gattis has requested letters of support for the inclusion of this project in the Regional Plan because of its important role in meeting future water demands of the area.

MOTION: Councilmember Tom Hines moved to approve the resolution concerning the issuance of a letter of support for the Brazos River Authority Region G Little River Off-Channel Reservoir project. Councilmember Ronnie Quintanilla-Perez seconded the motion. The motion carried with 7 ayes and 0 nays.

10C. Consideration and possible action on a resolution concerning an agreement with Documation for managed print services for City staff and Library patrons.

Randy Barker, General Services Director, gave the staff presentation. The City currently has separate contracts with Xerox for six multi-function hub printers. Five of the machines are generating overage charges each month, with two of them averaging twice the amount of the lease payment. Most of the machines do not possess current features and technology. City staff identified a need for managed print services and invited Documation to visit City facilities and talk with staff on three different occasions to review usage levels and needs of each department and location. The City has received a proposal from Documation through the Purchasing Solutions Alliance of Brazos Valley to replace all six current Xerox printers with a combination of Ricoh and Konica Minolta best of class multi-function machines. In addition, the proposal includes a seventh machine (a Ricoh) for the Library which will include a cash vending attachment for patrons to purchase printing services. The City of Hutto is a member of the Purchasing Solutions Alliance and is able to procure through the cooperative purchasing method. Image allowances will be pooled among all machines, and the overage review frequency will be semiannually to allow for peak usage periods without generating overage charges. The agreement includes delivery, installation, materials and labor for maintenance of the machines, as well as unlimited training for staff. Documation will review and analyze usage periodically and meet with city staff to make adjustments to the equipment and/or agreement when mutually acceptable. The agreement will be effective October 1, 2015, and the term is 63 months. Documation will subsidize the amount to satisfy the six current Xerox leases and replace the machines.
**MOTION:** Councilmember Tom Hines moved to approve the resolution concerning an agreement with Documation for managed print services for City staff and Library patrons. Councilmember Ronnie Quintanilla-Perez seconded the motion. The motion carried with 7 ayes and 0 nays.

10D. **Consideration and possible action on a resolution terminating the Interlocal Agreement for School Resource Officers with Hutto Independent School District.**

Earl Morrison, Chief of Police, gave the staff presentation. In 2010, the City entered into an interlocal agreement with Hutto Independent School District (HISD) to provide police officers to the schools to coordinate all security efforts, address incidents which require law enforcement intervention, maintain crime data and provide education programs. Since that initial agreement, many factors have changed including the construction of an elementary school outside the city limits, the addition of security guards and a school marshal hired by HISD, and the legal ruling that police officers no longer have access to video data because of federal student privacy laws. The interlocal agreement requires the ISD to reimburse the City for 100% of the officers salary when working for the district. The agreement does not cover the vehicle, equipment, benefits and vacation and sick leave. This agreement has left the City providing 50% of the cost to support the officers but only having the officers work for the City for three weeks out of the entire year. The rest of their time is dedicated to the schools and to specific school training. Earlier this year, a conversation began with the school district about the inequity in the funding of the SRO interlocal agreement, and the City was informed that the ISD was going to create a separate Police Department. It was acknowledged that the agreement needed to change, and meetings were held prior to the development of budgets to ensure that equitable funding formulas were included in the financial preparation. After numerous attempts to meet and negotiate an equitable agreement, the City and ISD have failed to reach an agreement on an equitable funding strategy. Due to the need for additional officers to be added to Patrol in order to increase the safety of all of our residents, it is recommended that the City proceed with terminating the current interlocal agreement with the ISD for School Resource Officers.

Chief Morrison, provided information on standard School Resource Officer (SRO) agreements and presented the proposed SRO agreement for the 2015-2016 school year.

Following the proposal, the Council discussed the obstacles that prevented an agreement between the City and school district, which included:

- End dates for the contract
- The number of SRO's
- HISD providing a vehicle for SRO's
- Increase in contract costs

Doug Gaul, Hutto ISD Boardmember, spoke on behalf of the school board, stating that Hutto ISD is okay with having 2 SRO's. The only issue is paying $55,000 for a vehicle,
when the school district is beginning to develop their own police department. He added that the school board approved an SRO agreement to show the board opinion.

Dr. Doug Killian, Hutto ISD Superintendent, also spoke briefly on some concerns of the current SRO’s.

**MOTION:** Councilmember Max Yeste moved to take no action the resolution that terminates the current interlocal agreement with the Hutto Independent School District for School Resource Officers. Mayor Pro-tem Michael Smith seconded the motion. The motion carried with 6 ayes and 1 nays.

The City Council directed the City Attorney to work with Hutto ISD’s Attorney to negotiate a fair and equitable agreement for both entities.

10E. **Consideration and possible action on a resolution concerning an interlocal agreement with Hutto Independent School District for School Resource Officers.**

There was no action taken on this item.

The City Council recessed at 9:09 pm.

The City Council reconvened into regular session at 9:25pm.

WORK SESSION

The work session was conducted for information and educational purposes. No action was taken by the Council on the item listed.

11A. **Work session regarding the Development Services Process.**

Helen Ramirez, Development Services Director gave the staff presentation. Ms. Ramirez provided best practices that are being considered and implemented and an overview of the current development process that applicants for major subdivisions and other new construction projects go through in order to obtain a certificate of occupancy.

ADJOURNMENT

There being no further discussion, the meeting adjourned at 10:06 p.m.

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CITY OF HUTTO, TEXAS

ATTEST:

Seth Gipson, City Secretary

Debbie Holland, Mayor