The Hutto City Council met in a regular session on Thursday, November 5, 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 staff that were present were Karen Daly, City Manager, Micah Grau, Assistant City Manager, Charlie Crossfield City Attorney, Helen Ramirez, Development Services Director, Scot Stroomsness, Director of Public Works, Mike Hemker, Director of Parks and Recreation, and Earl Morrison, Chief of Police.

INVOCATION

The invocation was given by Pastor Bernardo Garcia with Hutto Bible Church.

PLEDGE OF ALLEGIANCE

Mayor Holland led the Pledge of Allegiance.

PUBLIC COMMENT

5A. Remarks from visitors.

There were no remarks from the visitors present.

PRESENTATIONS

6A. Work session regarding the annual update of the Planning and Zoning Commission.

Members of the Planning and Zoning Commission that were present were Chuck Murphy, Chairman, Bryon Borchers, Vice-Chair, Jessica Romigh, Commissioner, Mary Belton, Commissioner, Stephanie Alba, Commissioner, and Todd Robison Commissioner. David Kinnaman, Commissioner, was absent.
Chuck Murphy, Planning and Zoning Commission Chairman, gave the presentation. This work session was to provide the annual update from the Planning and Zoning Commission. The work session included a discussion on accomplishments, actions, cases, projects, Commission goals, and what the Council would like to see from the Commission moving forward.

The City Council emphasized the plan to balance residential and commercial growth, as identified in the 2040 Comprehensive Plan which calls for a 50/50 split of commercial and residential taxable value.

The Commission stressed that open communication and additional joint meetings between the City Council and the Commission will greatly help guide the growth.

Councilmember Hines asked if there were any ordinances, such as the sign ordinance, that hinder the commercial growth within the City. The Commission agreed that they have not encountered enough issues to determine if there is a hindrance. Commissioner Romigh added that during the sign variance process, there has not be any backlash, so that we should take that as a positive sign. Helen Ramirez, Development Services Director, provided some clarification on the signage approval process and the variance process.

To conclude, the City Council thanked each commissioner for their hard work and dedicated service to the City.

6B. Work Session with the Parks Advisory Board to discuss the Parks, Recreation, Open Space and Trails Master Plan Update.

Members of the Parks Advisory Board that were present were Troy McMillin, Chairman, Kelly Gaydos, Vice-Chair, Bettina Jordan, Boardmember, Rose McMillin, Boardmember, and Katie Weiss, Boardmember. Douglas Bednarz, Boardmember and Perry Savard, Boardmember, were absent.

Mike Hemker, Parks & Recreation Director, gave the staff presentation. The work session focused on the plan goals, objectives and implementation plan recommendations as well as the remainder of the adoption process. During the budget process for the 2014-15 Fiscal Year, funds were appropriated for the update of the City of Hutto Parks, Recreation, Open Space and Trails Master Plan. This plan is the City’s guide related to parks and recreation facility and program planning for the next five to ten years. The plan was last updated in 2007.

The Luck Design Team lead by Brent Luck, was awarded the project and began the process in April 2015. Public input sessions, stakeholders meetings, a community survey and continuous input from the Parks Advisory Board resulted in the draft Master Plan Update. The document updates the current inventory of City-owned public parks and recreation related facilities and their amenities. It also addresses results from a community wide survey and presents a recommendation for future parks and facilities as well as makes formal recommendations for the implementation of the overall plan.
Brent Luck provided an overview of the following goals, priorities, and the implementation process.

**Goals**

1. To plan park facilities meeting the projected population growth with the health, safety and welfare of the community as a primary consideration.
2. To develop park facilities to serve the existing as well as the impending growth of the city.
3. To determine potential locations for future parkland.
4. To preserve adequate open space for the long-term population growth of the City of Hutto.
5. To maintain park facilities to the high quality standard which the citizens of Hutto expect from their park system through the re-investment of time and monies into existing parks.
6. To create a viable meeting center at the Saul House and maximize the house and surrounding lands for recreational programing activities by providing interior and exterior improvements for enhanced programming opportunities.
7. To increase participation in the parks and recreation programs offered by the City.
8. To use parks as an economic development tool for the City of Hutto.

**Outdoor Park Amenity Priorities**

- **High Priorities**
  - Trails
  - Soccer
  - Dog Park
  - Swimming Pool
  - Baseball

- **Medium Priorities**
  - Splash Pad
  - Playgrounds

- **Low Priorities**
  - Amphitheater
  - Softball
  - Football
  - Linear Parks
  - Open Play Area
  - Tennis Courts
  - Veterans Memorial
  - Basketball
  - Canoeing
  - Picnic Areas
  - Skate Park
  - Fishing
- Golfing
- Camping
- Natural Areas
- Sand Volleyball
- Botanical Garden Center
- Disc Golf Course
- Fitness Workout Stations
- Birding
- Putting Green

**Indoor Park Amenity Priorities**

- High Priorities
  - Community Recreation Center
  - Senior Center
  - Indoor Gymnastics
  - Teen Center

Mr. Luck concluded with an outline of the project matrix showing how each project relates to the eight goals and highlighted the key drivers that received overwhelming community feedback. There were an outdoor swimming facility and indoor recreation facilities including meeting areas.

The City Council and Parks Advisory Board discussed the following items:
- Funding Mechanisms
- Project Feasibility Study
- Fiscal Impacts
- Economic Development Impacts
- Parkland Dedication

The City Council concluded the work session by thanking the Parks Advisory Board for their hard work and commitment in developing this master plan.

**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 and no items were removed from the consent agenda.

7A. Consideration and possible action on a resolution concerning the proposed Subdivision Riverwalk Phase 3 Section 2 Final Plat, 11.72 acres, more or less, of land, 63 single-family lots, located at Comal Run and Sulphur River Loop.

7B. Consideration and possible action on a resolution concerning the proposed Subdivision Riverwalk Phase 3 Section 3 Final Plat, 18.72 acres, more or less, of land, 77 single-family lots, located at Nueces River Trail and Liard River Road.
7C. Consideration and possible action on a resolution concerning the execution of Supplemental Agreement No. 4 with LJA Engineering, Inc. for design of the FM 685 widening and bridge replacement project.

7D. Consideration and possible action on a resolution concerning the acceptance of the water, wastewater, street and drainage improvements of the Glenwood Phase 5 residential subdivision.

7E. Consideration and possible action on a resolution concerning the acceptance of wastewater, street and sidewalk improvements from the Wastewater Relocation for Emory Farms Sections 5 and 6.

7F. Consideration and possible action on a resolution concerning an agreement with Santa Clara Construction, Ltd. for the construction of the Enclave Lift Station and Forcemain Upgrades project in the amount of $2,513,632.00.

7G. Consideration and possible action on the meeting minutes for the October 5, 2015 Joint City Council and Hutto ISD Board of Trustees Meeting, and October 15, 2015 City Council Regular Meeting.

7H. Consideration and possible action on a resolution concerning an agreement with WCD Enterprises, LLC Landscape services for the grounds maintenance and right of way mowing services.

*MOTION: Mayor Pro-tem Michael Smith moved to approve all the items listed on the consent agenda as presented. Councilmember Tom Hines seconded the motion. The motion carried with 7 ayes and 0 nays.*

REGULAR AGENDA ITEMS

ORDINANCES

8A. Consideration and possible action on the first reading of an ordinance consenting to the assignment of a franchise agreement from Capital EMS to Acadian Ambulance Service of Texas, LLC.

Micah Grau, Assistant City Manager, gave the staff presentation. The City Council approved a non-exclusive franchise agreement with Capital EMS to provide private ambulance services within the City of Hutto in June 2012. This five year franchise expires on June 8, 2017. The City was recently notified that Capital EMS was purchased by Acadian Ambulance Service of Texas, LLC. The owner, J. Troy Mayer requested that the franchise be transferred to Acadian so that they can continue to provide private ambulance services within the City of Hutto. The terms and conditions of the original franchise agreement remain the same. The provider is required to:

- Maintain service for 24 hours a day for private ambulance service requests.
- Respond only to "non-emergency" transportation requests.
- Provide proof of insurance coverage naming the City as an additional insured.
- Carry a $10,000.00 performance bond.
- Meet certain standards for personnel and vehicles/equipment.
- Provide a copy of fee schedule demonstrating that fees are "equal to or less than the current and future rates as set forth by Williamson County for Emergency Medical Services."

**MOTION:** Councilmember Tom Hines moved to approve the first reading of the ordinance consenting to the assignment of a franchise agreement from Capital EMS to Acadian Ambulance Service of Texas, LLC. Councilmember Ronnie Quintanilla-Perez seconded the motion. The motion carried with 7 ayes and 0 nays.

**MOTION:** Councilmember Tom Hines moved to dispense with the second reading of the ordinance consenting to the assignment of a franchise agreement from Capital EMS to Acadian Ambulance Service of Texas, LLC and to adopt the ordinance. Councilmember Anne Cano seconded the motion. The motion carried with 7 ayes and 0 nays.

**RESOLUTIONS**

9A. **Consideration and possible action on a resolution appointing representatives to the Joint City-ESD Fire Task Force and establishing a purpose and scope.**

Micah Grau, Assistant City Manager, gave the staff presentation. The City Council held a joint work session with the Williamson County Emergency Services District #3 on October 15, 2015. During the work session, Commission Chair Bill Brown appointed staff liaison Lt. Rob Bocanegra and Commissioners Michael Cooper and Butch Miller to represent the ESD #3 on a task force to evaluate the future of fire provision services within the City of Hutto. Mayor Holland, in turn, appointed staff liaison Micah Grau along with Mayor Pro-Tem Michael Smith and Councilmember Lucio Valdez to represent the City of Hutto. This item ratifies the Mayor's appointments to the task force and establishes a scope of work and goals for the task force. Possible objectives for the Task Force include:

- Review the growth and development patterns affecting fire protection services in the City of Hutto.
- Resolve conflicts related to development within the City of Hutto and Fire Inspection services.
- Evaluate the interlocal agreement between the City of Hutto and the ESD#3.
- Evaluate alternative delivery methods for fire protection services.
- Review the need for additional fire protection and the resources required to meet those needs.
- Provide appropriate data to justify any additional resources.
- Identify a process for Fire Inspection services within the Hutto City Limits that appropriately applies the development and building codes adopted by the Hutto City Council.
- Recommend changes to the interlocal agreement to meet fire protection needs within the City of Hutto.
Councilmember Valdez requested that the wording of the task force scope outlined in the resolution be adjusted to say “consider, but is not limited to the following tasks”, instead of “shall complete the following task”, so the task force is not limited to examine the items listed.

Discussion ensued concerning the Open Meetings Act, the task force scope, and timeframe for the group to meet and develop an executive summary outlining the needs and a plan of action.

**MOTION:** Councilmember Ronnie Quintanilla-Perez moved to approve the resolution, as amended, appointing the recommended representatives to the Joint City-ESD Fire Task Force and making the proposed changes the establishment of the purpose and scope of the task force. Councilmember Anne Cano seconded the motion. The motion carried with 7 ayes and 0 nays.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:31 p.m.

---

**CITY OF HUTTO, TEXAS**

Debbie Holland, Mayor

**ATTEST:**

Seth Gipson, City Secretary