CITY OF HUTTO, TEXAS
SPECIAL CALLED CITY COUNCIL MEETING
THURSDAY, JULY 30, 2015 AT 7:00 PM
CITY HALL - CITY COUNCIL CHAMBERS
401 WEST FRONT STREET

CITY COUNCIL
Debbie Holland, Mayor
Anne Cano, Place 1
Tom Hines, Place 2
Ronnie Quintanilla-Perez, Place 3
Michael J. Smith, Place 4, Mayor Pro-tem
Lucio Valdez, Place 5
Max V. Yeste, Place 6

AGENDA

1. CALL SESSION TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT
4A. Remarks from visitors. (Three-minute time limit)

5. PRESENTATIONS:
5A. Ensuring Hutto's Safety, Part 4 - Fire Trends
5B. Presentation and discussion of the Proposed 2015-16 Annual Operating Budget.

REGULAR AGENDA ITEMS

6. 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.
7. 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.

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.

8. ADJOURNMENT

CERTIFICATION

I certify that this notice of the July 30, 2015 Hutto City Council meeting was posted on the City Hall bulletin board of the City of Hutto on Friday, the 24th day of July 2015 at 2:15pm.

Seth Gipson, City Secretary

The City of Hutto is committed to comply with the American with Disabilities Act. The Hutto City Council Chamber is wheelchair accessible. Request for reasonable special communications or accommodations must be made 48 hours prior to the meeting. Please contact the City Secretary at (512) 759-4033 or seth.gipson@hutto.tx.gov for assistance.
CITY OF HUTTO
CITY COUNCIL AGENDA

AGENDA ITEM NO.: 5A. AGENDA DATE: July 30, 2015

PRESENTED BY: Karen Daly, City Manager

ITEM: Ensuring Hutto’s Safety, Part 4 - Fire Trends

STRATEGIC GUIDE POLICY: Public Safety

ITEM BACKGROUND:
In the City’s continuing series on Ensuring Hutto’s Safety, this will be the fourth presentation. Tom Wieczorek, with The Center for Public Safety Management (CPSM) will present on emerging trends and data on fire protection services. Mr. Wieczorek serves as the Director for the CPSM, which 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.

BUDGETARY AND FINANCIAL SUMMARY:
Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:
Not applicable.

CITY ATTORNEY REVIEW:
Not applicable.

STAFF RECOMMENDATION:
Not applicable.

SUPPORTING MATERIAL:
There are no supporting documents.
AGENDA ITEM NO.: 5B.  
AGENDA DATE: July 30, 2015

PRESENTED BY:  Karen Daly, City Manager

ITEM:  Presentation and discussion of the Proposed 2015-16 Annual Operating Budget.

STRATEGIC GUIDE POLICY:  Fiscal and Budgetary

ITEM BACKGROUND: 
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.

BUDGETARY AND FINANCIAL SUMMARY: 
The proposed budget will be presented to the City Council at the meeting.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS: 
Not applicable.

CITY ATTORNEY REVIEW: 
Not applicable.

STAFF RECOMMENDATION: 
Not applicable.

SUPPORTING MATERIAL: 
There are no supporting documents.
AGENDA ITEM NO.: 6A. AGENDA DATE: July 30, 2015

PRESENTED BY: Melanie Hudson, Finance Director

ITEM: 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.

STRATEGIC GUIDE POLICY: Fiscal and Budgetary

ITEM BACKGROUND:
Consideration of the Ad Valorem tax rate for the 2015-16 Budget began with the overview of the City Manager’s proposed budget at the beginning of this Council meeting. The amounts estimated for Property Tax revenue were based on maintaining the overall Property Tax rate of $0.______.

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.______

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.______

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.______

This year’s proposed rate is $0.______ (O&M) plus $0.______ (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.

**BUDGETARY AND FINANCIAL SUMMARY:**
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.

This tax rate will raise more taxes for maintenance and operations than last year’s tax rate; and the tax rate will effectively be raised by % (percent) and will raise more taxes for maintenance and operations on a $100,000 home by approximately $___.

This Budget will raise more total property taxes than last year’s budget by $______ or ____%, and of that amount $_______ is tax revenue to be raised from new property added to the tax roll this year.

**RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:**
Not applicable.

**CITY ATTORNEY REVIEW:**
Not applicable.

**STAFF RECOMMENDATION:**
Staff recommends that the Council publish the proposed and current tax rate of $0.______ as the highest rate that the Council will consider.
The average home value has increased from taxable values of $________ to $________. If the proposed tax rate is adopted, the average home’s City tax bill would increase from $____ in 2014 to $____ in 2015, however, this is dependent on each home’s individual appraisal changes.

The form of the motion should be, “I move that the proposed 2015-16 tax rate for the City of Hutto be published at $____ per $100 of assessed valuation, that a public tax hearing be scheduled for August 13 and August 20 (if necessary) and that the vote on the tax rate ordinance be scheduled for September 3, 2015.”

SUPPORTING MATERIAL:
There are no supporting documents.
AGENDA ITEM NO.: 7A.  
AGENDA DATE: July 30, 2015

PRESENTED BY: Helen Ramirez, AICP, Director, Development Services

ITEM: 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.

STRATEGIC GUIDE POLICY: Growth Guidance

ITEM BACKGROUND: 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 pedestrian 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.

BUDGETARY AND FINANCIAL SUMMARY: 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.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS: This application was reviewed by the Growth Guidance Committee on July 20, 2015.

CITY ATTORNEY REVIEW: Not applicable.
STAFF RECOMMENDATION:
Staff recommends that the Council approve the resolution.

SUPPORTING MATERIAL:
1. Resolution - Hutto CAMPO TAP Application for Cottonwood Creek Elementary
RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS, TO CERTIFY LOCAL FUNDING AND SUPPORT OF THE HUTTO COTTONWOOD CREEK ELEMENTARY SCHOOL SAFE ROUTES TO SCHOOL PROJECT TO THE CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION FOR FUNDING COMPETITION TO THE FISCAL YEARS 2016-2018 FEDERAL HIGHWAY ADMINISTRATION TRANSPORTATION ALTERNATIVES PROGRAM

WHEREAS, the Capital Area Metropolitan Planning Organization (CAMPO) issued a call for nomination for communities to apply for Federal Highway Administration funding assistance made available through the Transportation Alternatives Program;

WHEREAS, the Hutto Cottonwood Creek Elementary School Safe Routes to School project will provide improved access and safety for both students and other pedestrians;

WHEREAS, the City of Hutto proposes to submit a nomination requesting federal funding for assistance in the amount of $786,232.00; and

WHEREAS, 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; and

WHEREAS, the total project cost is $982,790.00.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS:

SECTION 1.

The City of Hutto supports funding this project as shown in the nomination budget and commits to the project’s development, implementation, construction, maintenance, management, and financing. The City is willing and able to enter into an agreement with TxDOT by resolution or ordinance.

SECTION 2.

That the City adopts resolution approving the submission of the project nomination; and the support and funding of the project should it receive federal funds.

SECTION 3.

That the City Manager is hereby authorized to act on behalf of the City in all matters relating to this funding nomination and to execute all necessary applications, assurances, certifications, and other documents, relative to the submission, later acceptance, and administration of such funds.
SECTION 4.

That it is hereby officially found and determined that this meeting at which this resolution is passed is open to the public as required by law, and that public notice of the time, place, and purpose of said meeting was given as required.

RESOLVED on this 30th day of the month of July, 2015.

CITY OF HUTTO, TEXAS

____________________________
Debbie Holland, Mayor

ATTEST:

________________________
Seth Gipson, City Secretary
AGENDA ITEM NO.: 7B.  AGENDA DATE: July 30, 2015

PRESENTED BY: Micah Grau, Assistant City Manager

ITEM: 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.

STRATEGIC GUIDE POLICY: Growth Guidance

ITEM BACKGROUND: 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.

BUDGETARY AND FINANCIAL SUMMARY: Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS: Not applicable.

CITY ATTORNEY REVIEW: The City Attorney has approved the process as to form.

STAFF RECOMMENDATION: Staff recommends that the Council approve the resolution.

SUPPORTING MATERIAL: 1. Resolution - Special Permit Gin Construction
RESOLUTION NO.

A RESOLUTION APPROVING A SPECIAL PERMIT REQUESTED BY THE CITY OF HUTTO TO PERFORM CONSTRUCTION WORK OUTSIDE OF THE TIME SPECIFIED IN THE UNIFIED DEVELOPMENT CODE (UDC) AT THE HUTTO GIN SITE.

WHEREAS, the City’s contractor, American Constructors Incorporated, is requesting a Special Permit to allow construction work to be performed at the Gin Site located at 420 US Hwy 79, Hutto, Texas; and

WHEREAS, the request is to perform additional construction work on Sundays, during the month of August (August 2, 9, 16, 23, and 30) in addition to requesting permission to work outside the designated hours on the day that the slab is poured for the facility. The request is due to the excessive rain in April and May and delays caused by the backlog in steel fabrication; and

WHEREAS, pursuant to the Hutto UDC Section 10.312.1, general performance standards supplement other local standards (City of Hutto’s Code of Ordinances). The City of Hutto’s Code of Ordinances Sec. 14.03.003.9 allows exceptions to Construction Work Noise Standards in case of urgent necessity in the interest of public safety and convenience, and then only by permit from the City Council, and;

WHEREAS, the City Council wishes to grant the Special Permit,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS:

That the Hutto City Council hereby approves a special permit pursuant to Sec. 14.03.003.9 of the Code to allow the City of Hutto and/or its contractors to perform construction work on Sundays during the month of August and to pour the slab for the facility outside of the normal construction hours.

RESOLVED on this the 30th day of the month July, 2015.

CITY OF HUTTO, TEXAS

________________________________
Debbie Holland, Mayor

ATTEST:

__________________________
Seth Gipson, City Secretary