The Hutto City Council met in a regular session on Thursday, January 21, 2016 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, and Councilmember Lucio Valdez. Councilmember Max V. Yeste was absent.

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, and Earl Morrison, Chief of Police.

INVOCATION

The invocation was given by Pastor Will Hutchinson of the Resonate Community Church.

PLEDGE OF ALLEGIANCE

Mayor Holland led the Pledge of Allegiance.

PUBLIC COMMENT

5A. Remarks from visitors.

Nathan Killough, 110 Blackman Trail, spoke on his concern for the partnerships the city has with other entities and that he was running for City Council.

PRESENTATIONS

6A. Presentation by the YMCA of Greater Williamson County on the operations and plans of the Hutto Family YMCA.

Joel Coombs, Boardmember of the Hutto Family YMCA, gave the presentation. Mr. Coombs reported that the City began working with the YMCA of Greater Williamson County in 2009 to construct a recreation and amenity center for Hutto residents.
Through a partnership between the City and the YMCA, the Hutto Family YMCA recreation center opened its doors in 2014. Mr. Coombs gave an update on the operations of the Hutto facility and the services the YMCA has provided including the number of individuals that have been served. He also explained the YMCA’s current partnership with the City and benefits that have come out of that partnership.

Mr. Coombs then presented information on the proposed grant submittal to the Texas Parks & Wildlife Department (TPWD). He added that the grant application could not be submitted by the YMCA and would need to be submitted by the City of Hutto. Mr. Coombs continued that in 2014, the Avery Family, Texas State Technical College and local philanthropic contractors that were solicited by the YMCA and secured over $1,000,000 dollars (value of land lease & in-kind services) in an effort to establish a youth sports field complex in Hutto. In 2015, Jeff Andresen, YMCA CEO, Mayor Holland and Assistant City Manger Micah Grau met with the Texas Parks & Wildlife Department leadership to discuss the steps required to apply for a grant that would help complete a Hutto Sports Complex.

Mr. Coombs continued by outlining the following points.

Key Steps Needed to Move Forward

- Submittal of a TPWD grant from the City of Hutto in Partnership with the YMCA
- A $500,000 required match from the YMCA (no matching funds are required from the City of Hutto)
- Sub lease of property from the YMCA to the City of Hutto
- City of Hutto lists the “sports fields” as a preference on its Parks Master plan

Benefits if the TPWD grant if awarded

- Fields could be completed at no cost to the City of Hutto
- City of Hutto would receive 50% of usage time for community use groups
- City of Hutto maintenance and upkeep of the fields could be offset by rental fees of the facility

Next Steps

- To date...over $1,000,000 has been donated to the construction of a future sports complex from Texas State Technical College, Matoka, Inc., Oncor, MLA Labs, DNT Construction, YMCA and Ramming Paving
- Additional construction cost analysis is approximately $900,000 to complete project
- The Hutto Family YMCA requests that the City of Hutto apply for a TPWD grant in partnership with the YMCA. If successful, the Hutto Sports Complex will be completed at no cost to the City of Hutto.

In conclusion, Mr. Coombs responded to following questions that were raised.

- Would there be lighted fields? Yes
- Who determines the 50% city usage and timeframe? The city would make those decisions
- What is the timeframe for the submittal of the grant? Deadline is October 2016
• When would the process begin for putting together the application? They are looking at April or May of this year.

It was the consensus of the City Council that a work session would be beneficial to discuss the request further and to have additional questions answered by the YMCA regarding the submittal of a grant application to the Texas Parks & Wildlife Department.

WORK SESSION

The following work sessions were conducted for information and educational purposes. No action was taken by the City Council on items listed.

7A. Annual report by Hutto Economic Development Corporation Board of Directors.

Doug Gaul, Economic Development Corporation (EDC) Board Treasurer, presented the January 2015 to August 2015 report. The Board completed their search for a new President and CEO, and hired Tim Chase. The Board also took on the quest to improve communications with the City and to strengthen working relationships.

Tim Chase, President and CEO of the Hutto EDC, outlined the Hutto Economic Development Corporation’s prioritized areas of responsibility.
• Retention - The EDC is the first responder to inquiries for retaining and growing local exporting employers.
• Recruitment - The EDC is focused on recruiting companies that export goods and services outside the greater Austin MSA.
• Relationships - The EDC will liaise with all local organizations and represent Hutto with regional partners working on growing the Williamson County.
• Information - The EDC is a clearinghouse for workforce and real estate solutions, demographics, community data, and infrastructure questions.
• Single Point of Contact - The EDC receives 100’s of inquiries annually and swiftly responds to requests for information regarding export businesses and redirect all others as appropriate.

Mr. Chase continued by presenting the August 2015 to December 2015 report and outlining the following points.
• External Outreach
• Marketing Techniques
• Types of Development
• Megasite feasibility and development plan
• Marketing strategy and events attended
• Project activity report
• Detailed infrastructure information on industrial sites
• New Pipeline Report
• Joint City/EDC project to compile property inventory
• New business retention plan for 2016

In conclusion, Mr. Chase responded to questions that were raised regarding:
• Rail service to the megasite
• Project activity report
• Monetary incentives as a retention tool
• Funding challenges for purchasing infrastructure

7B. **Work session on the Unified Development Code (UDC) and SmartCode.**

Helen Ramirez, Development Services Director, gave the staff presentation. This work session was placed on the agenda at the request of Councilmember Hines and Councilmember Cano to provide an insight of the Unified Development Code (UDC) and the SmartCode. The presentation provided an analysis of both the development codes. Ms. Ramirez outlined the following information regarding the development codes.

**Legislative Authority**

The Unified Development Code (UDC) was adopted under authority of the constitution and laws of the State of Texas, including Section 211, Texas Local Government Code, and under the provisions of Section 2.06 of the City Charter.

**Growth Guidance Policy**

The Growth Guidance Policy was adopted August 2015 to achieve orderly growth and development of the City by maintaining and following the Comprehensive Plan which promotes beneficial and appropriate land uses and supporting infrastructure.

Ms. Ramirez reported that the UDC was enacted to:
• Implement the Comprehensive Plan and other applicable land use and development plans;
• Promote good planning practice, public design, architecture and urban design; and protect building and property values;
• Preserve Hutto’s distinctive sense of place, distinct identity, sense of community and “small city” feel; and ensure new development respects and reinforces the city’s built, natural and social environment;
• Encourage development of vacant land in established neighborhoods;
• Promote efficient and safe vehicle circulation, while accommodating and integrating alternative forms of transportation;
• Promote water, energy and natural resource conservation;
• Preserve open space and prevent overcrowding;
• Provide the physical and social infrastructure needed to serve the city’s residents and visitors;
• Secure safely from fire and other dangers; and
• Provide for land use classification and land development distribution.

Ms. Ramirez added that there was extensive public involvement from developers, city departments, citizens, and the ESD #3 concerning the UDC. The benefits of the UDC are:
• A one-stop-shop aimed at removing inconsistencies,
• The development process is more clearly defined,
• Technical legal terminology was removed for easy interpretation,
• Informative tables and illustrations were added,
• It consolidates all rules governing land use and development into one accessible and comprehensible document, and
• The new process lowers the timeframes for a project to be approved.

Ms. Ramirez continued by addressing the SmartCode. She pointed out that the SmartCode is a form-based code that regulates the form of the building and its relationship to the public realm more strictly and less restriction on interior use. The SmartCode was adopted on March 12, 2009. Adding that there are over 400 form-based codes adopted or in-progress in the United States and no two codes are alike; each is locally-calibrated. Hutto’s SmartCode includes zoning and subdivision regulations, urban design and basic architectural standards. Where conventional zoning categories are based on land use, SmartCode zoning categories are based on rural-urban character. The overall benefits of the community include better buildings, increased tax base and added value. The SmartCode allows for flexibility, development standards, buffers and architectural design. Improvements can be made to make SmartCode and are easier to comprehend. Ms. Ramirez pointed out that the UDC and the SmartCode are living documents that can be amended or improved for better and easier comprehension.

In conclusion, Ms. Ramirez responded to questions raised concerning:
• Amendments to the SmartCode
• Easements that split developments
• Number of trees on certain tracts
• Planting trees in certain areas

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.

8A. Consideration and possible action on a resolution concerning the proposed Pinnelli-Mayberry Subdivision Final Plat, 5.89470 acres, more or less, of land, 2 residential lots, located on the north side of Mager Lane across from Hutto Elementary School.

8B. Consideration and possible action on the meeting minutes for the December 3, 2015, and December 17, 2015 City Council Regular Meetings.

8C. Consideration and possible action on the second and final reading of an ordinance amending the City of Hutto fee schedule concerning Article A3.000 Public Works.

MOTION: Mayor Pro-temp Smith moved to approve all the items listed on the consent agenda as presented. Councilmember Hines seconded the motion. The motion carried with 6 ayes and 0 nays.

REGULAR AGENDA ITEMS

RESOLUTIONS
9A. Consideration and possible action on a resolution concerning additional funds for the Williamson County Emergency Services District #3.

Bill Brown, President, of the Williamson County Emergency Services District (ESD) #3 Board of Directors, spoke on the purpose of the ESD #3 calling a special election for the collection of sales tax inside and outside of the Hutto city limits.

Karen Daly, City Manager, gave the staff presentation. Ms. Daly reported that the Williamson County Emergency Services District #3 called for a special election to enable the District to collect 2% sales tax in the area inside their District and outside of the city limits. The ESD #3 estimated that the amount they would collect in a year would be $100,000. The City offered payments of $8,333.33 per month for one year in order for the ESD to cancel the sales tax election in May of 2016 in order to provide additional time for the ESD Task Force to continue and complete its work concerning a negotiated long term solution concerning fire services to Hutto by the Williamson County Emergency Service District #3.

In response to the question raised, Mr. Brown responded that he did not have the answer on how the funds from the City would be utilized or the purpose of the funds.

In response to Councilmember Valdez question, Ms. Daly read the following resolution the City Council would be addressing.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS, AUTHORIZING PAYMENT TO WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #3 IN EXCHANGE FOR THE CANCELLING OF SALES TAX SPECIAL ELECTION

WHEREAS, Williamson County Emergency Services District #3 (the “District”) has called a special election to expand District territory, in accordance with Texas Health and Safety Code § 775.051; and
WHEREAS, the expansion of District territory will enable the District to collect sales and use tax equal to two percent (2%) in the area inside the District and outside of the City limits in accordance with Texas Health and Safety Code § 775.0751; and
WHEREAS, pursuant to Texas Tax Code § 321.102, if the District collects a sales and use tax equal to 2% in the area inside the District and outside of the City limits, the City will be unable to collect sales and use tax in the same area in the future; and
WHEREAS, the District estimates that the amount of sales tax they would collect in a year would be equal to $100,000.00; and
WHEREAS, the City is prepared to offer payment to the District in exchange for the District cancelling the special election;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS, THAT: The City Council of the City of Hutto, Texas hereby authorizes the City to offer to District monthly payments equal to $8,333.33, for a period of twelve (12) months, in exchange for the District cancelling the sales tax election in May 2016.

MOTION: Councilmember Valdez moved to approve the resolution that provides additional funds to the Williamson County Emergency Services District #3. Councilmember Cano moved to second the motion. The motion carried with 6 ayes and 0 nays.
ADJOURNMENT

There being no further business, the meeting was adjourned at 8:57 p.m.

CITY OF HUTTO, TEXAS

[Signature]
Debbie Holland, Mayor

ATTEST:

[Signature]
Seth Gipson, City Secretary