The Hutto City Council met in a regular session on Thursday, July 7, 2016, in the Hutto City Council Chamber, 401 W. Front Street, Hutto, TX 78634.

CALL SESSION TO ORDER

Mayor Gaul called the session to order at 7:00p.m.

ROLL CALL

Members of the City Council that were present were Mayor Doug Gaul, Mayor Pro-tem Michael J. Smith, Councilmember Anne Cano, Councilmember Tom Hines, Councilmember Nathan Killough, Councilmember Lucio Valdez, and Councilmember Bettina Jordan.

Members of staff that were present were Micah Grau, Interim City Manager, Brian Knowles, City Attorney, Helen Ramirez, Development Services Director, Earl Morrison, Chief of Police, Melanie Melancon, Finance Director, Scot Stomsness, Public Works Director, Randy Barker, General Services Director, Mike Hemker, Parks Development Manager, and Seth Gipson, City Secretary.

INVOCATION

The invocation was given by Pastor Brian Black with The Fellowship of Hutto.

PLEDGE OF ALLEGIANCE

Mayor Gaul led the Pledge of Allegiance and the Texas Pledge.

PUBLIC COMMENT

5A. Remarks from visitors

There was no individuals that signed up to speak.

PRESENTATIONS

6A. Recognition of Cayleigh Hunt by the Hutto Police Department, Hutto Fire Rescue, the Hutto ISD Police Department and Williamson County EMS for her heroic act which saved the life of a three year old.

Earl Morrison, Police Chief, introduced Cayleigh and her family. Presentations were made by the Hutto Police Department, Hutto ISD Police Department, Williamson County
ESD #3, Williamson County EMS, and the Williamson County Sheriff's Department recognizing Cayleigh for her quick thinking and bravery.

WORK SESSION

7A. Work session on municipal bonds.

Micah Grau, Interim City Manager, introduced Carol Polumbo with McCall, Parkhurst, and Horton, the City's Bond Counsel. Ms. Polumbo provided an overview of types of municipal bonds, the process for issuing bonds, market options, some history concerning the 2009 bond election, and the process to conduct bond elections.

CONSENT AGENDA ITEMS:

All items listed on the consent agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Council member in which event, the item will be removed from the consent agenda and considered as a regular agenda item.


8B. Consideration and possible action on the second and final reading of an ordinance amending the Unified Development Code (UDC) Chapter 3, Section 10.312.7: Noise.

8C. Consideration and possible action on a resolution concerning the acceptance of the water, wastewater, street and drainage improvements of the Emory Farms Section 7 subdivision.

MOTION: Councilmember Anne Cano moved to approve items 8A-8C on the consent agency as presented. Councilmember Tom Hines seconded the motion.

VOTE: Ayes: Mayor Doug Gaul
Mayor Pro-tem Michael Smith
Councilmember Anne Cano
Councilmember Tom Hines
Councilmember Nathan Killough
Councilmember Lucio Valdez
Councilmember Bettina Jordan

Nays: None
Abstain: None
Absent: None

ACTION: The motion carried with 7 ayes and 0 nays.

ORDINANCES
Consideration of a public hearing and possible action on the first reading of an ordinance amending the Unified Development Code (UDC) Chapter 4, Section 10.407: Landscaping.

Helen Ramirez, Development Services Director, gave the staff presentation. The City's Unified Development Code (UDC) requires landscaping to be provided on all new development sites in Hutto in accordance with the standards in Section 10.407. These standards help to create an urban tree canopy, which reduces the urban heat island effect, provides shade and climate control, improves property values, reduces air pollution, provides wildlife habitat, and reduces erosion and storm water runoff. Required landscaping also contributes to the aesthetic quality of new development in Hutto and helps to ensure that these developments are attractive for both residents and visitors to Hutto.

Mrs. Ramirez stated that this is a staff-initiated proposal for a comprehensive revision of the landscape standards found in Sec. 10.407.5 of the Unified Development Code (UDC). The proposed changes would affect new nonresidential developments, including commercial, office, industrial, and civic uses, as well as multi-family dwellings with more than five units. The reason for the proposed change is that both developers and staff have found the City's current landscape standards to be somewhat impractical and difficult to achieve. The existing standards, specifically those found in Sec. 10.407.5.1, often require more landscaping than can reasonably fit on a developing site. In addition, because so many trees are required, designers and landscape architects have found it difficult to comply with the code, particularly with regard to the placement of trees. The current required number of both large and small trees do not allow for sufficient space for them to mature.

The proposed changes to the landscape standards are intended to address these difficulties and provide new standards that require an appropriate number of plantings relative to the size of each site. The revised standards are designed to provide developers with increased flexibility with regard to the specific placement of trees within their site, while still maintaining certain standards for landscaping that are currently in place. By replacing the table found in Section 10.407.5.1 with concise bullet points, staff hopes to make the landscape requirements easier for developers and nonresidential multifamily landscape architects to interpret and implement. The new standards are also intended to allow for adequate spacing and planting areas for trees, in order to ensure their long-term heath and viability.

Mayor Doug Gaul opened the public hearing at 7:55 p.m.

There being no public to comment.

Mayor Doug Gaul closed the public hearing at 7:55 p.m.

MOTION: Councilmember Tom Hines moved to approve the first reading of an ordinance amending the Unified Development Code (UDC) Chapter 4, Section 10.407: Landscaping. Councilmember Lucio Valdez seconded the motion.
VOTE: Ayes: Mayor Doug Gaul
Mayor Pro-tem Michael Smith
Councilmember Anne Cano
Councilmember Tom Hines
Councilmember Nathan Killough
Councilmember Lucio Valdez
Councilmember Bettina Jordan

Nays: None
Abstain: None
Absent: None

ACTION: The motion carried with 7 ayes and 0 nays.

MOTION: Councilmember Tom Hines moved to dispense with the second reading of the ordinance amending the Unified Development Code (UDC) Chapter 4, Section 10.407: Landscaping. Councilmember Anne Cano seconded the motion.

VOTE: Ayes: Mayor Doug Gaul
Mayor Pro-tem Michael Smith
Councilmember Anne Cano
Councilmember Tom Hines
Councilmember Nathan Killough
Councilmember Lucio Valdez
Councilmember Bettina Jordan

Nays: None
Abstain: None
Absent: None

ACTION: The motion carried with 7 ayes and 0 nays.

9B. Consideration and possible action on the first reading of an ordinance concerning the first amendment to the Fiscal Year 2016 Budget of the Hutto Economic Development Corporation.

Micah Grau, Interim City Manager, gave the staff presentation. The Hutto EDC By-laws are not clear about how transfers are handled, so the Hutto EDC is documented the transfer with a budget amendment.

The proposed amendment would not result in an increase or decrease of budget as it only transfers funds from one account to another.

The Hutto EDC Staff proposed the following adjustments:
- Move $10,000.00 from “Regular Full Time” to “Professional Fees (Administration)”.
- Move $9,000.00 from “Regular Full Time” to “Marketing.”
**MOTION:** Councilmember Tom Hines moved to approve the first reading of an ordinance concerning the first amendment to the Fiscal Year 2016 Budget of the Hutto Economic Development Corporation. Mayor Pro-tem Michael Smith seconded the motion.

**VOTE:**

<table>
<thead>
<tr>
<th>Ayes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor Doug Gaul</td>
</tr>
<tr>
<td>Mayor Pro-tem Michael Smith</td>
</tr>
<tr>
<td>Councilmember Anne Cano</td>
</tr>
<tr>
<td>Councilmember Tom Hines</td>
</tr>
<tr>
<td>Councilmember Nathan Killough</td>
</tr>
<tr>
<td>Councilmember Lucio Valdez</td>
</tr>
<tr>
<td>Councilmember Bettina Jordan</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Nays</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Abstain</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
</tr>
</tbody>
</table>

**ACTION:** The motion carried with 7 ayes and 0 nays.

9C. Consideration and possible action on the first reading of an ordinance amending the Fiscal Year 2015-16 Budget to reflect adjustments such as internal fund transfers, salary adjustments, and other miscellaneous items (Budget Amendment #3).

Melanie Melancon, Finance Director, made the staff presentation. This represents the third amendment of the FY16 Budget. The amendment is detailed in the Fund Summaries. The main purpose of the amendment is to adjust an internal transfer from General Fund to the CIP Fund, salary adjustments, and other miscellaneous items.

Ms. Melancon provided an overview of the revenues and expenditures for the following Funds:

- General Fund
- Capital Replacement Fund
- Utility Fund
- Impact fee fund
- General Fund CIP
- Solid Waste Fund

**MOTION:** Councilmember Tom Hines moved to approve the first reading of an ordinance amending the Fiscal Year 2015-16 Budget to reflect adjustments such as internal fund transfers, salary adjustments, and other miscellaneous items (budget amendment 3). Councilmember Nathan Killough seconded the motion.

**VOTE:**

<table>
<thead>
<tr>
<th>Ayes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor Doug Gaul</td>
</tr>
<tr>
<td>Mayor Pro-tem Michael Smith</td>
</tr>
<tr>
<td>Councilmember Anne Cano</td>
</tr>
<tr>
<td>Councilmember Tom Hines</td>
</tr>
<tr>
<td>Councilmember Nathan Killough</td>
</tr>
<tr>
<td>Councilmember Lucio Valdez</td>
</tr>
<tr>
<td>Councilmember Bettina Jordan</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Nays</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Abstain</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
</tr>
</tbody>
</table>
Nays: None
Abstain: None
Absent: None

**ACTION:** The motion carried with 7 ayes and 0 nays.

9D. Consideration and possible action on the first reading of an ordinance concerning the establishment of a Charter Review Commission for the consideration of amendments to the City Charter.

Seth Gipson, City Secretary, made the staff presentation. Mr. Gipson provided a brief history of the City Charter and the process of a Charter Review Election.

The ordinance before the Council for consideration provides for a seven-member Charter Revision Commission that consists of seven (7) citizens of Hutto that meet the qualification of members as outlined in Section 2.02.001 of the Code of Ordinances (2014 Edition). The City Manager, or designee, and the City Attorney, or designee, shall be ex-officio, non-voting members of the Charter Review Commission.

**MOTION:** Councilmember Tom Hines moved to approve the first reading of an ordinance concerning the establishment of a Charter Review Commission for the consideration of amendments to the City Charter. Councilmember Lucio Valdez seconded the motion.

**VOTE:** Ayes: Mayor Doug Gaul
Mayor Pro-temp Michael Smith
Councilmember Anne Cano
Councilmember Tom Hines
Councilmember Nathan Killough
Councilmember Lucio Valdez
Councilmember Bettina Jordan

Nays: None
Abstain: None
Absent: None

**ACTION:** The motion carried with 7 ayes and 0 nays.

**MOTION:** Councilmember Lucio Valdez moved to dispense with the second reading of an ordinance concerning the establishment of a Charter Review Commission for the consideration of amendments to the City Charter. Councilmember Tom Hines seconded the motion.

**VOTE:** Ayes: Mayor Doug Gaul
Mayor Pro-temp Michael Smith
Councilmember Anne Cano
Councilmember Tom Hines
Councilmember Nathan Killough
Councilmember Lucio Valdez
Councilmember Bettina Jordan
Nays: None
Abstain: None
Absent: None

ACTION: The motion carried with 7 ayes and 0 nays.

RESOLUTIONS

10A. Consideration and possible action on a resolution concerning a contract with STR Constructors, Ltd. for the 2009 bond project for construction improvements at Fritz Park.

Mike Hemker, Parks Development Manager, made the staff presentation. Mr. Hemker provided an overview of the history of Fritz Park, existing conditions of the structures, the new design concept, and the impacts of the project.

The Fritz Park Master Plan improvements were approved by voters in 2009 on Bond Referendum #2 for $3.3 million. The project includes renovations to the Old Hippo Stadium and Holmstrom field and a new accessible restroom/concession facility as the major design changes. Construction document design began in FY14 with the anticipated construction to begin in FY16.

Accessibility for the overall project has been reviewed and is in compliance with State of Texas and ADA regulations. Once the project is complete the project will be inspected for construction compliance.

The construction project was advertised for bid on April 6, 2016 and April 13, 2016. A non-mandatory pre-bid meeting was held on April 15, 2016. Bids were received and opened on April 29, 2016. Three companies submitted competitive sealed line item bids for the project. The resolution is to approve the contract for construction services from STR Constructors, Ltd. to construct the project for $2,677,194.42. Additional approved funds will be used to purchase items for the project through cooperative purchasing programs.

Discussion ensued about amenities that were modified to bring the project in budget, the purpose of the design, façade materials, areas where additional costs can be reduced, and the possibility of reducing the project and using funds to create additional fields.

Bryan McKowsky, with Halff Associates, was able to answer questions regarding the façade materials and if there would be any costs savings.

MOTION: Mayor Pro-tem Michael Smith moved to approve the resolution concerning a contract with STR Constructors, Ltd. for the 2009 bond project for construction improvements at Fritz Park. Councilmember Bettina Jordan seconded the motion.

VOTE: Ayes: Mayor Doug Gaul
Mayor Pro-tem Michael Smith

July 7, 2016 – City Council Meeting Minutes
Councilmember Anne Cano
Councilmember Bettina Jordan

Nays: Councilmember Tom Hines
Councilmember Nathan Killough
Councilmember Lucio Valdez

Abstain: None
Absent: None

ACTION: The motion carried with 4 ayes and 3 nays.

10B. Consideration and possible action on a resolution concerning a Grounds Maintenance and Right of Way mowing contract with Cat's Landscape Services.

Scot Stromsness, Public Works Director, made the staff presentation. Mr. Stromsness provided a history of the city's mowing contracts and the interactions with several commercial landscape companies. Also, he outlined the obstacles that the City has experienced with WCD Enterprises throughout the past year.

MOTION: Councilmember Tom Hines moved to approve the resolution concerning a Grounds Maintenance and Right of Way mowing contract with Cat's Landscape Services. Councilmember Nathan Killough seconded the motion.

VOTE: Ayes: Mayor Doug Gaul
Mayor Pro-tem Michael Smith
Councilmember Anne Cano
Councilmember Tom Hines
Councilmember Nathan Killough
Councilmember Lucio Valdez
Councilmember Bettina Jordan

Nays: None
Abstain: None
Absent: None

ACTION: The motion carried with 7 ayes and 0 nays.

10C. Consideration and possible action on a resolution concerning a contract with Chasco Contractors for the repair and restoration of roadway located near 2400 Innovation Blvd.

Scot Stromsness, Director of Public Works, made the staff presentation. On May 28, 2016, a vehicle traveling on Innovation Blvd. lost control and struck a fire hydrant belonging to the City of Hutto. When the fire hydrant was hit by the vehicle, the force of the incident broke the water line that supplied the fire hydrant with water. The water lifted the pavement and eroded the road base material under the asphalt. Public works on-call employees were dispatched to the scene and were able to isolate the damaged section of pipe.
Chasco Contractors had the lowest bid at $77,415.00 to repair the road as well as the curb and gutter section that was washed out during the event.

**MOTION:** Councilmember Anne Cano moved to approve the resolution concerning a contract with Chasco Contractors for the repair and restoration of roadway located near 2400 Innovation Blvd. Councilmember Tom Hines seconded the motion.

**VOTE:**

Ayes:  
Mayor Doug Gaul  
Mayor Pro-tem Michael Smith  
Councilmember Anne Cano  
Councilmember Tom Hines  
Councilmember Nathan Killough  
Councilmember Lucio Valdez  
Councilmember Bettina Jordan

Nays: None
Abstain: None
Absent: None

**ACTION:** The motion carried with 7 ayes and 0 nays.

10D. Consideration and possible action on a resolution establishing a General Obligation Bond Election Committee for the City of Hutto, Texas to review potential municipal projects that include but are not limited to street and drainage improvements, park improvements and municipal facilities and to make recommendations to the City Council regarding a proposed bond election to be held on May 6, 2017.

Seth Gipson, City Secretary, made the staff presentation. Mr. Gipson provided some history on when the last bond election was held and the purpose and duties of the bond election committee.

**MOTION:** Councilmember Anne Cano moved to approve the resolution establishing a General Obligation Bond Election Committee. Mayor Pro-tem Michael Smith seconded the motion.

**VOTE:**

Ayes:  
Mayor Doug Gaul  
Mayor Pro-tem Michael Smith  
Councilmember Anne Cano  
Councilmember Tom Hines  
Councilmember Nathan Killough  
Councilmember Lucio Valdez  
Councilmember Bettina Jordan

Nays: None
Abstain: None
Absent: None

**ACTION:** The motion carried with 7 ayes and 0 nays.

**WORK SESSION**

9 July 7, 2016 – City Council Meeting Minutes
11A. Work session on a proposal from the YMCA of Greater Williamson County to jointly develop recreation fields to serve the Hutto community.

Micah Grau, Interim City Manager, made the staff presentation. Sport fields continue to be a need in this community as youth and adults search for recreation and athletic opportunities. Creating additional soccer and baseball/softball fields was ranked as a high priority in the 2015 adopted Parks Master Plan.

The YMCA of Greater Williamson County first approached the City in 2014 to discuss a partnership to jointly develop sport fields located along Innovation Blvd. At that time, the City Council was unable to provide a direct monetary contribution to the project. Staff continued to work with the YMCA and has developed a Memorandum of Understanding with the YMCA to construct the fields. The City can pursue a Local Parks Non-Urban Recreation grant totaling $500,000 from the Texas Parks and Wildlife to match a contribution from the YMCA of $500,000 to build additional sport fields.

Following the presentation, discussion ensued concerning maintenance, lease agreements with Texas State Technical College, field uses, and facilities.

EXECUTIVE SESSION

12A. Executive session as authorized by §551.074, Texas Government Code, Personnel Matters, to deliberate the appointment, employment, evaluation, or duties of public officer or employees: City Manager.

The Hutto City Council recessed into executive session at 9:52 p.m.

The Hutto City Council reconvened into regular session at 10:32 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:32 p.m.

CITY OF HUTTO, TEXAS

[Signature]

Doug Gaul, Mayor

ATTEST:

[Signature]

Seth Gipson, City Secretary