The Hutto City Council met in a regular session on Thursday, May 4, 2017, 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 7:00 p.m.

ROLL CALL

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

Members of staff that were present were Odis Jones, City Manager, Danielle Singh, Interim Assistant City Manager, Mike Shaunessy, City Attorney, Helen Ramirez, Executive Director Business/Development Services, Byron Frankland, Chief of Police, Paul Hall, Assistant Chief of Police, Shawna Willis, Director of Human Resources, Michel Sorrell, Chief Financial Officer, Jill Cloud, Director of Communications, and Seth Gipson, City Secretary.

INVOCATION

The invocation was given by Associate Pastor Russell Daniel with Austin Christian Fellowship.

PLEDGE OF ALLEGIANCE

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

PROCLAMATIONS

5A. Proclamation declaring the month of May 2017, as Historic Preservation Month in Hutto, Texas.

Mayor Gaul presented the following proclamation to Historic Preservation Commission members Nicholas Linzenmeyer and Robert Lykins.

Official Proclamation

Whereas, historic preservation is an effective tool for managing growth, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability; and
Whereas, historic preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds; and

Whereas, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people; and

Whereas, "This. Place. Matters." is the theme for National Preservation Month 2017, co-sponsored by the Hutto Historic Preservation Commission and the National Trust for Historic Preservation.

Now Therefore; I, DOUG GAUL, MAYOR OF THE CITY OF HUTTO, do hereby proclaim the month of May 2017, as

"NATIONAL PRESERVATION MONTH"

in Hutto and urge all citizens to recognize this month by dedicating ourselves to the task of recognizing and participating in this special observance.

Proclaimed this 4th day of May 2017.

5B. Proclamation declaring the month of May 2017, at Motorcycle Safety and Awareness Month in Hutto, Texas.

Mayor Gaul presented the following proclamation to Flacko and Molly Andrews with a local motorcycle group.

Official Proclamation

Whereas, tens of thousands of Texas motorcyclists travel the roads, streets, and highways of the state in their regular work and school commutes, and in their weekend adventures and vacation rides; and,

Whereas, motorcycles are fuel efficient, reduce urban traffic and parking congestion, and tread lightly on the overworked road system and transportation infrastructure for which they help provide funding; and,

Whereas, campaigns have helped inform riders and motorists alike regarding motorcycle safety issues to reduce motorcycle-related risks, injuries, and, most of all, fatalities, through a comprehensive approach to motorcycle safety; and,

Whereas, it is the responsibility of all who put themselves behind the wheel to become aware of motorcyclists, regarding them with the same respect as any other motorist or vehicles traveling the highways of this country, and it is the responsibility of riders and motorists alike to obey all traffic laws and safety rules.
Now therefore, I, DOUG GAUL, MAYOR OF THE CITY OF HUTTO, do hereby proclaim the month of May 2017, as

“MOTORCYCLE SAFETY AND AWARENESS MONTH”

in Hutto Texas, and I urge all citizens of our community to become aware of the inherent danger involved in operating a motorcycle, and for riders and motorists alike to give each other the mutual respect they deserve.

Proclaimed this 4th day of May, 2017.

PUBLIC COMMENT

6A. Remarks from visitors

There were no remarks from visitors.

CITY MANAGER COMMENTS

7A. Discussion concerning the City’s 2014 Internal Revenue Tax Filings. (Mike Shaunessy)

Mike Shaunessy, City Attorney, spoke briefly concerning the incorrect filings of the 2014 IRS filings. The Human Resources and Finance Departments are working to fix the problem. Legal Counsel will keep the council up to date.

CONSENT AGENDA ITEMS

8A. Consideration and possible action on a resolution approving the proposed Mager Meadows Preliminary Plat, 71.875 acres, more or less, of land, 288 single family lots, located at Mager Lane and Royal Oak Lane.

8B. Consideration and possible action on a resolution approving the proposed Rio Grande Final Plat, 6.842 acres, more or less, of land, two commercial lots, located at the northwest corner of Ed Schmidt Boulevard and Emory Farms Avenue.

8C. Consideration and possible action on a resolution approving the proposed Hutto Square Section 5B Final Plat, 40.94 acres, more or less, of land, 55 single family lots, located north of Limmer Loop at Westfield Street.

8D. Consideration and possible action on the meeting minutes for the March 2, 2017 Regular City Council Meeting, March 4, 2017 City Council Work Session, and the March 9, 2017 Special Called City Council Meeting.

MOTION: Mayor Pro-tem Tom Hines moved to approve items 8A-8D on the consent agenda with the amendments. Councilmember Anne Cano seconded the motion.
VOTE: Ayes: Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Anne Cano
Councilmember Nathan Killough
Councilmember Tim Jordan
Councilmember Lucio Valdez

Nays: None
Abstain: None
Absent: None

ACTION: The motion carried with 6 ayes and 0 nays.

ORDINANCES

9A. Consideration and possible action on the second and final reading of an ordinance amending the water and wastewater rates outlined in the City of Hutto Code of Ordinances (2014 Edition), Appendix A Fee Schedule, Article A5.000 Utilities.

Michel Sorrell, Chief Financial Officer, made the staff presentation. Ms. Sorrell provided an overview of the water rate analysis that was performed earlier this year and the proposed rate increase. She reiterated the reasons driving the water rate increases which included the current water contracts and the new wastewater treatment plant coming on line.

MOTION: Councilmember Nathan Killough moved to approve the second and final reading of the ordinance amending the water and wastewater rates outlined in the City of Hutto Code of Ordinances (2014 Edition), Appendix A Fee Schedule, Article A5.000 Utilities). Councilmember Anne Cano seconded the motion.

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

Nays: Councilmember Tim Jordan
Abstain: None
Absent: None

ACTION: The motion carried with 5 ayes and 1 nays.

RESOLUTIONS

10A. Consideration and possible action on a resolution awarding QRO Mex Construction Bid 17-07 for construction of the Front Street Water Line and authorizing the city manager to execute an agreement in the amount of $1,397,832.90.

David Mason, Purchasing Manager, made the staff presentation. Mr. Mason described the request process and the bids received.
Tony Host, Project Manager, answered questions regarding the project specifications and materials.

**MOTION:** Mayor Pro-tem Tom Hines moved to approve the resolution awarding QRO Mex Construction Bid 17-07 for construction of the Front Street Water Line and authorizing the city manager to execute an agreement in the amount of $1,397,832.90. Councilmember Anne Cano seconded the motion.

**VOTE:**

**Ayes:**
- Mayor Doug Gaul
- Councilmember Anne Cano
- Councilmember Tom Hines
- Councilmember Nathan Killough
- Councilmember Tim Jordan
- Councilmember Lucio Valdez

**Nays:** None

**Abstain:** None

**Absent:** None

**ACTION:** The motion carried with 6 ayes and 0 nays.

10B. Consideration and possible action on a resolution expressing official intent to reimburse expenses related to utility, engineering, streets, parks and facility projects out of future bond proceeds.

Michel Sorrell, Chief Financial Officer, made the staff presentation. Fiscal Year 17-18 Capital Improvement Plan includes facilities, utility, parks projects, etc. at various stages in design, construction, etc. This resolution would allow the City to use existing cash to finance these projects with the intent reimburse these funds with bond proceeds.

Odis Jones, City Manager, requested that a line be added for professional services.

Dan Wegmiller, City’s Financial Advisor with Specialized Public Finance, outlined the bond issuance process and the time frame for reimbursement.

The City Council further discussed what projects would be involved in this bond issuance, financial impacts, the language used, the importance of approving this type of resolution.

**MOTION:** Mayor Pro-tem Tom Hines moved to approve the resolution expressing official intent to reimburse expenses related to utility, engineering, streets, parks and professional services, and facility projects out of future bond proceeds. Councilmember Lucio Valdez seconded the motion.

**VOTE:**

**Ayes:**
- Mayor Doug Gaul
- Mayor Pro-tem Tom Hines
- Councilmember Anne Cano
- Councilmember Nathan Killough
- Councilmember Tim Jordan

5 | May 4, 2017 – City Council Meeting Minutes
Councilmember Lucio Valdez
Nays: None
Abstain: None
Absent: None

**ACTION:** The motion carried with 6 ayes and 0 nays.

10C. Consideration and possible action on a resolution adopting the Hutto Strategic Plan.

Jason Gray, with JD Gray Group, made the staff presentation. Mr. Gray revisited the results of the recent Strategic Plan Survey that was conducted, outlined the values, strategic focus areas, and objectives addressed in the Strategic Plan.

The vision statement that received the most votes in the survey was

“Hutto, Texas is a family-friendly community that provides superior public safety, outstanding fiscal responsibility, diversified economy, and an exceptional quality of life.”

Following an overview of the Strategic Plan, Mr. Gray explained how the active goals are separated into objectives, how the plan will be implemented, and how the goals will be managed. Mr. Gray provided examples of the tracking software dashboards that staff and the public can view in order to determine the stage that the project is in and the reports that are generated.

Following the presentation, discussion ensued concerning the launch of the tracking software, how goals will be updated and/or added to the plan each year, and how the plan will be used as a guide when developing city council agenda items.

Staff will present quarterly reports to the City Council.

**MOTION:** Councilmember Nathan Killough moved to approve the resolution adopting the Hutto Strategic Plan. Councilmember Anne Cano seconded the motion.

**VOTE:**

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

Nays: None
Abstain: None
Absent: None

**ACTION:** The motion carried with 6 ayes and 0 nays.

**WORK SESSION**

11A. Work session concerning the proposed Internal Control Policy.
Michel Sorrell, Chief Financial Officer, made the staff presentation. The City of Hutto does not currently have a formal Internal Control Policy in place. Mrs. Sorrell explained each section of the draft Internal Control Policy and highlighted how this policy will ensure the safeguarding of assets, the effective and efficient use of those assets, and fiscal accountability.

Mayor Pro-tem Tom Hines requested that the policy state that two people should take the cash out of the safe.

11B. **Work session with the Hutto Economic Development Corporation concerning infrastructure and Capital Improvements Plan requests for the Megasite.**

Tim Chase, President/CEO, Hutto Economic Development Corporation and Mario Perez, Chairman of the Hutto Economic Development Corporation Board of Directors, made the staff presentation. Mr. Perez provided some historical knowledge of how the Megasite was organized and potential development that could occur on the site. Mr. Chase highlighted several items that need to be discussed which included the need for wastewater to be added to the site, his concerns regarding current zoning and how impact fees are calculated, and incentives for potential developers.

Mr. Chase presented a possible route that could be used to run wastewater utilities to the Megasite and estimated costs for the projects.

Discussion ensued concerning the differences between the Megasite and the new industrial park development, expansion of FM 3349, traffic impacts to existing roads when the Megasite is developed, and options for funding and the potential timeframes for the design and construction of the wastewater infrastructure.

11C. **Work session concerning the development of the new park acquisition.**

Helen Ramirez, Executive Director of Business/Development Services, made the staff presentation. Mrs. Ramirez provided an overview of the property location and topography, proposed amenities, how the park would connect to the Williamson County Trail System, and how input from citizens and the Parks Advisory Board would be gathered and incorporated.

Phillip Koske, the park concept designer with Design Workshop, outlined an initial concept plan for the park which allowed for sports fields, trails, an amphitheater, and spaces for multipurpose events.

Discussion ensued concerning the purpose of a concept plan, how the concept plan was derived, funding options, the possibility of a bond election, and timeframe for development.

Larry Foos, Parks and Recreation Director, spoke briefly on the park’s ability to generate revenue.
Troy McMillin, Chair of the Parks Advisory Board, and Kelly Gaydos, Vice-Chair of the Parks Advisory Board, provided input on the timeframe for the development of the park and the need to be thoughtful in the planning of the site.

EXECUTIVE SESSIONS

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.

12B. Executive Session, as authorized by Texas Government Code §551.071, Consultation with Attorney, regarding the City’s 2014 Internal Revenue Service Tax Filings.

The City Council recessed into executive session at 10:20 p.m.

The City Council reconvened into regular session at 11:44 p.m.

ACTION RELATIVE TO EXECUTIVE SESSIONS

13A. Consideration and possible action on a resolution amending and restating Odis Jones’ professional services and employment contract.

Item 13A was pulled from the agenda.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:45 p.m.

CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

ATTEST:

Seth Gipson, City Secretary