CITY COUNCIL

Doug Gaul, Mayor
Tom Hines, Place 2, Mayor Pro-tem
Scott Rose, Place 1
Nathan Killough, Place 3
Tim Jordan, Place 4
Lucio Valdez, Place 5
Terri Grimm, Place 6

AGENDA

1. CALL SESSION TO ORDER

2. ROLL CALL

3. INVOCATION

4. PLEDGE OF ALLEGIANCE

5. PROCLAMATIONS:

5A. Proclamation declaring November 15, 2017, as America Recycles Day in Hutto, Texas.

5B. Proclamation declaring the month of October 2017, as Fire Prevention Month in Hutto, Texas.

6. CITY COUNCIL COMMENTS:

6A. General Comments from City Council.

7. PUBLIC COMMENT

Any citizen wishing to speak during public comment regarding an item on or off the agenda may do so after completing the required registration card. In accordance with the Texas Attorney General's Opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the City Council. No formal action, discussion, deliberation, or comment will be made by the City Council. Each person providing public comment will be limited to 3 minutes.

7A. Remarks from visitors. (Three-minute time limit)
8. **PUBLIC HEARINGS:**

8A. Open and conduct the first public hearing regarding the proposed annexation of the Packsaddle Tracts, 169.99 acres, more or less, of land located on the east side of FM 1660 North and adjacent to the northern boundary of the Rivers Crossing Subdivision. (Helen Ramirez)

9. **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.

9A. Consideration and possible action on the meeting minutes for the September 21, 2017 Regular City Council Meeting and September 28, 2017 Joint City Council and Hutto ISD Board Meeting. (Seth Gipson)

9B. Consideration and possible action on a resolution appointing Ashley Stathatos as the City of Hutto Representative to the Williamson County Regional Animal Shelter Board. (Seth Gipson)

9C. Consideration and possible action on a resolution repealing Resolution No. 2006-37R(1) and removing the designation of the Hutto Co-Op Site as a surplus and/or designated protected site within in the City of Hutto. (Helen Ramirez)

9D. Consideration and possible action on a resolution authorizing the City Manager to negotiate and execute a Certificate of Convenience and Necessity (CCN) agreement with Jonah Water Special Utility District. (Odis Jones)

**REGULAR AGENDA ITEMS**

10. **CITY MANAGER COMMENTS:**

10A. Updates and discussion concerning the Strategic Plan and Execution Guide. (Eliska Smith and Shawna Willis)

11. **WORK SESSION:**

A work session is conducted for information or educational purposes. No action is taken by the Council on items listed.

11A. Discussion concerning the establishment of direction and criteria for the Historic Preservation Commission as it relates to the warrant process for business operations and boundary application and criteria. (Helen Ramirez)

12. **ADJOURNMENT**
The City Council for the City of Hutto reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by the Texas Government Code Sections 551.071 [Litigation/Consultation with Attorney], 551.072 [Deliberations regarding real property], 551.073 [Deliberations regarding gifts and donations], 551.074 [Deliberations regarding personnel matters] or 551.076 [Deliberations regarding deployment/implementation of security personnel or devices] and 551.087 [Deliberations regarding Economic Development negotiations].

CERTIFICATION

I certify that this notice of the November 2, 2017 Hutto City Council meeting was posted on the City Hall bulletin board of the City of Hutto on Friday, October 27, 2017, at 3:05 p.m.

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@huttox.gov for assistance.
Official Proclamation

Whereas, Hutto, Texas recognizes the importance of protecting and preserving our natural resources and adopting conscientious habits that will improve our daily lives and bring about a cleaner, economical, and more sustainable environment; and

Whereas, although there has been a significant increase in the amount of recycling in Hutto to date, which has improved our economy and created jobs, we must also continue to focus on our initiatives such as waste reduction, composting, the reuse of product and materials, and purchasing recycled products; and

Whereas, state and community leaders can help encourage recycling by informing citizens about local recycling options, they can also help foster greater awareness of the need to expand collection programs by promoting the benefits of recycling for businesses; and

Whereas, it is important that all Hutto citizens become involved in recycling activities and learn more about the many jobs creating recycled and recyclable products available to them as consumers; it is also fitting for Hutto, Texas to celebrate America Recycles Day 2017 and take action by educating citizens and businesses about the recycling options available in our community.

Now Therefore, I, DOUG GAUL, MAYOR of the City of Hutto do hereby proclaim the week of November 15, 2017, as

“America Recycles Day”

in Hutto and encourage businesses, state agencies, nonprofit organizations, schools and citizens to celebrate America Recycles Day 2017, and further promote recycling as a daily, environmentally efficient, and economically smart habit.

Proclaimed this the 2nd day of November, 2017.

CITY OF HUTTO, TEXAS

__________________________
Doug Gaul, Mayor
Official Proclamation

Whereas, the City of Hutto, Texas and local first responders are committed to ensuring the safety and security of all those living in and visiting Hutto; and

Whereas, many of today's products and furnishings produce toxic gases and smoke when burned, making it impossible to see and breathe within moments, contributing to a smaller window of time for people to escape a home fire safely; and

Whereas, a home fire escape plan provides the skill set and know-how to quickly and safely escape a home fire situation; and a home fire escape plan includes two exits from every room in the home; a path to the outside from each exit; smoke alarms in all required locations; and a meeting place outside where everyone in the home will meet upon exiting; and home fire escape plans should be developed by all members of the household; and

Whereas, the Williamson County Emergency Services District #3 and other local first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education.

Now Therefore, I, DOUG GAUL, MAYOR of the City of Hutto do hereby proclaim the month of October 2017, as

“Fire Prevention Month”

in Hutto and encourage all citizens of Hutto to develop home fire escape plan with all members of the household and practice it twice a year, and to participate in public safety activities and efforts.

Proclaimed this the 2nd day of November, 2017.

CITY OF HUTTO, TEXAS

__________________________
Doug Gaul, Mayor
AGENDA ITEM NO.: 8A.  
AGENDA DATE: November 02, 2017

PRESENTED BY: Helen Ramirez, AICP, Executive Director of Business/Development Services

ITEM: Open and conduct the first public hearing regarding the proposed annexation of the Packsaddle Tracts, 169.99 acres, more or less, of land located on the east side of FM 1660 North and adjacent to the northern boundary of the Rivers Crossing Subdivision. (Helen Ramirez)

STRATEGIC GUIDE POLICY:

ITEM BACKGROUND:

A Municipal Service Plan (MSP) has been drafted per the Council's directive from their regularly scheduled meeting on October 19, 2017.

Notice was published in the Taylor Daily Press and has also been posted on the City of Hutto website.

The next step in the annexation process is to hold a second public hearing and conduct two readings of the annexation ordinances. An annexation ordinance requires a second reading prior to final approval.

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 open the public hearing, and then close it following any public comment.

**SUPPORTING MATERIAL:**

1. Notice - Packsaddle Tracts (169.99 ac) Annexation
PUBLIC NOTICE
NOTICE OF A PUBLIC HEARING

NOTICE IS HEREBY GIVEN TO ALL INTERESTED PERSONS THAT THE HUTTO CITY COUNCIL WILL HOLD A PUBLIC HEARING REGARDING:

The proposal to institute annexation proceedings to enlarge and extend the city limits boundary of said City to include the following described properties consisting of approximately 169.99 acres heretofore referred to as the Packsaddle Tracts property, to-wit:

The Packsaddle Tracts property (169.99 acres) described as being situated in the John Dykes Survey, Abstract No. 186, and Canutillo Colony Ditch Co. Survey, Abstract No. 693, in Williamson County, Texas.

At said time and place all such persons interested shall have the right to appear and be heard. Of all said matters and things, all persons interested in the subject matter herein mentioned shall take notice.

A public hearing will be held on November 2, 2017 at 7:00 p.m.

Hutto City Hall
401 W. Front St., Hutto, Texas

For additional information the public may contact Development Services at 512-759-3479 or planning@huttotx.gov

Publication Date: October 15, 2017
AGENDA ITEM NO.: 9A. AGENDA DATE: November 02, 2017

PRESENTED BY: Seth Gipson, City Secretary

ITEM: Consideration and possible action on the meeting minutes for the September 21, 2017 Regular City Council Meeting and September 28, 2017 Joint City Council and Hutto ISD Board Meeting. (Seth Gipson)

STRATEGIC GUIDE POLICY: Leadership

ITEM BACKGROUND:
The City Council meeting minutes for the September 21, 2017 Regular City Council Meeting and September 28, 2017 Joint City Council and Hutto ISD Board Meeting have been drafted for the City Council's review and consideration.

BUDGETARY AND FINANCIAL SUMMARY:
Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:
Not applicable.

CITY ATTORNEY REVIEW:
Not applicable.

STAFF RECOMMENDATION:
Staff recommends approval of the City Council meeting minutes.

SUPPORTING MATERIAL:
1. Draft - September 21, 2017 City Council Meeting Minuted
2. Draft - September 28, 2017 Joint City Council and Hutto ISD Board Meeting Minutes
The Hutto City Council met in a regular session on Thursday, September 21, 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, Mayor Pro-tem Tom Hines, Councilmember Scott Rose, Councilmember Nathan Killough, Councilmember Tim Jordan, Councilmember Lucio Valdez, and Councilmember Terri Grimm.

Members of staff that were present were Odis Jones, City Manager, Mike Shaunessy, City Attorney, Byron Frankland, Chief of Police, Paul Hall, Assistant Chief of Police, Michel Sorrell, Chief Financial Officer, Helen Ramirez, Executive Director of Business/Development Services, Carolyn Horner, Director of Planning, Shawna Willis, Human Resources Director, Eliska Smith, Executive Director of Communications and Marketing, and Seth Gipson, City Secretary.

INVOCATION

The invocation was given by Councilmember Nathan Killough.

PLEDGE OF ALLEGIANCE

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

PROCLAMATIONS

5A. Proclamation declaring the month of October 2017, as Cyber Security Month in Hutto.

Mayor Gaul read and presented the following proclamation to David Reeves, City of Hutto IT Manager, and Max Yeste, former City Council Member.

Official Proclamation

Whereas, we recognize the vital role that technology has in our daily lives and in the future of our nation, whereby today many citizens, schools, libraries, businesses, and other organizations use the Internet for a variety of tasks; and
Whereas, critical infrastructure sectors are increasingly reliant on information systems to support financial services, energy, telecommunications, transportation, utilities, health care, and emergency response systems; and

Whereas, Internet users and our information infrastructure face an increasing threat of malicious cyber attacks thus the U.S. Department of Homeland Security has established the Office of Cyber-security and Communications and devoted resources within it to solely support the strengthening and securing of the country’s cyber infrastructure at the state, local, tribal, and territorial levels; and

Whereas, maintaining the security of cyberspace is a shared responsibility in which each of us has a critical role, and awareness of computer security essentials will improve the security of the City of Hutto information infrastructure and economy.

Now, Therefore, I, DOUG GAUL, MAYOR, of the City of Hutto, do hereby proclaim the Month of October 2017, as

“CYBER SECURITY AWARENESS MONTH”

in Hutto, and encourage all citizens to learn about cyber security; and put that knowledge into practice in their homes, schools, workplaces, and businesses.

Proclaimed this the 21st day of September 2017.

PUBLIC COMMENT

6A. Remarks from visitors

Michael Roepke – 851 CR 459, Coupland – shared his concerns regarding recent actions by leaders in the community and shared words on being a servant leader.

Kay Johnson – 113 East Street – shared her concerns regarding actions within the City of Hutto

Audrey Rambikur – 1001 Emory Farms – shared her concerns regarding the road connecting Ed Schmidt Blvd to Innovation Blvd and the communication. Ms. Rambikur thanked Odis Jones and Councilmember Terri Grimm for working with residents to provide input on solutions for the problem.

Ed Pride – 101 Cottonwood – shared his concerns regarding comments on social media outlets regarding a previous councilmember, and the transition of the Hutto EDC Board of Directors.

PRESENTATIONS

7A. Presentation of the Certificate of Achievement for Excellence in Financial Reporting Award by the Government Finance Officers Association.
Mayor Gaul presented the Certificate of Achievement for Excellence in Financial Reporting to Michel Sorrell, Chief Financial Officer, and thanked Mrs. Sorrell and the finance team for their hard work.

CITY MANAGER COMMENTS

8A. Presentation and discussion related to the KokeFest Post Event Analysis.

Odis Jones City Manager, introduced Lise Hudson, with Austin Radio Network. Mrs. Hudson thanked the City for their help and involvement in the event and the Police and Fire Departments.

Mrs. Hudson continued on by providing event statistics that included estimated number of attendees, how many attendees were from out of town, and impacts on hotels, what portions of the event that were successful and areas that need improvement, money raised for local organizations, and some of the positive feedback that had been received.

8B. Updates and discussion related to bonds.

Odis Jones, City Manager, and Dan Wegmiller, with Specialized Public Finance, provided an overview of the selling of the certificates of obligation bonds for the purchase of the water system and infrastructure projects.

Mr. Wegmiller provided a summary of the bond rating call with Standard and Poors and cited some of the positive factors that they listed which included strong management, budgetary performance and flexibility, and strong policies. Mr. Wegmiller highlighted that the City was able to lock in an interest rate of 3.8%, which was 2% lower than the anticipated interest rate.

8C. Updates and discussion concerning the Strategic Plan and Execution Guide.

Eliska Smith, Executive Director of Communications and Marketing, and Shawna Willis, Director of Human Resources, made the staff presentation.

The staff presentation provided an overview of the strategic focus areas and the 10 objectives that were identified by the City Council, the progress that has been made in each of the 10 objectives and how far each are ahead of schedule, and the presentation was concluded with a timeline to bring new goals for the council’s review and approval.

Ms. Smith and Mrs. Willis highlighted that all 10 objectives are a head of schedule.

8D. Updates and discussion concerning the launch of the new City of Hutto website.

Eliska Smith, Executive Director of Communications and Marketing, made the staff presentation. Ms. Smith updated the City Council on the current timeline for the launch of the new website, the purpose which was to improve the quality and service for our customers, and the benefits and additional tools that the City can utilize to increase
communication and transparency. Ms. Smith concluded her presentation by walking the City Council through the new website and showing them the features that it possessed.

8E. Discussion concerning the Groundbreaking Ceremony for Schneider Boulevard.

Odis Jones, City Manager, provided the City Council with an update on the groundbreaking of Schneider Boulevard that is to take place on Tuesday, October 17, 2017, and highlighted that construction on the business park is slated to begin in November 2017.

Helen Ramirez, Executive Director of Business/Development Services, and Ton Host, Construction Project Manager, provided updates on the construction timeline, how the City is marketing the site for potential tenants, how this project connects other economic development projects currently underway, including the development of the Co-op Site., and the exploration of finding solutions for drainage of old town.

8F. Discussion concerning the City Attorney’s legal opinion.

Mike Shaunessy, City Attorney, provided a legal opinion to address concerns that have been brought up regarding the definition of population that is used to determine the residency requirements for the Type A and Type B Hutto EDC Board Members.

Mr. Shaunessy outlined the Texas Local Government Code provisions that address the regulations related to economic development corporations, and pointed out that if population is not defined in the statute, then it follows the definition of population in the Code Construction Act, which defines the population as the last decennial census.

Following Mr. Shaunessy’s presentation, Odis Jones, City Manager, introduced Ashley Stathatos, the new Assistant City Manager, and outlined some of her experience in other cities.

ORDINANCES

9A. Consideration and possible action on an ordinance granting a franchise to Acadia Ambulance Service of Texas, LLC for the operation of ambulance service in the City of Hutto for non-emergency calls.

Michel Sorrell, Chief Financial Officer, made the staff presentation. Mrs. Sorrell provided an overview of the agreement with the proposed changes that were recommended by council. Mrs. Sorrell also pointed out that this is simply a renewal agreement and not an exclusive agreement Acadia.

A representative from Acadia Ambulance Service answered questions regarding the hiring process for their drivers and the representative also pointed out that they operate under a medial director.

MOTION: Mayor Pro-tem Tom Hines moved to approve an ordinance granting a franchise to Acadia Ambulance Service of Texas, LLC for the operation of ambulance service in the City of Hutto for non-emergency calls.
service in the City of Hutto for non-emergency calls. Councilmember Lucio Valdez seconded the motion.

**VOTE:**

**Ayes:** Mayor Doug Gaul  
Mayor Pro-tem Tom Hines  
Councilmember Scott Rose  
Councilmember Nathan Killough  
Councilmember Tim Jordan  
Councilmember Lucio Valdez  
Councilmember Terri Grimm

**Nays:** None  
**Abstain:** None  
**Absent:** None

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

9B. Consideration and possible action on the second and final reading of an ordinance making appropriations for the support of the City of Hutto for Fiscal Year October 1, 2017 through September 30, 2018, and adopting the annual budget of the City of Hutto for Fiscal Year 2017-18.

Michel Sorrell, Chief Financial Officer, made the staff presentation.

**MOTION:** Mayor Pro-tem Tom Hines moved to approve the second and final reading of an ordinance making appropriations for the support of the City of Hutto for Fiscal Year October 1, 2017 through September 30, 2018, and adopting the annual budget of the City of Hutto for Fiscal Year 2017-18. Councilmember Nathan Killough seconded the motion.

**VOTE:**

**Ayes:** Mayor Doug Gaul  
Mayor Pro-tem Tom Hines  
Councilmember Scott Rose  
Councilmember Nathan Killough  
Councilmember Tim Jordan  
Councilmember Lucio Valdez  
Councilmember Terri Grimm

**Nays:** None  
**Abstain:** None  
**Absent:** None

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

9C. Consideration and possible action on the second and final reading of an ordinance levying Ad Valorem taxes for the use and support of the municipal government for the City of Hutto for the Tax Year 2017.

Michel Sorrell, Chief Financial Officer, made the staff presentation. Presented the proposed tax rate and the required language that needs to be used.
**MOTION:** Councilmember Terri Grimm moved that the property tax rate be increased by the adoption of the tax rate $0.515171, which is effectively a 6.06 percent increase in the tax rate. Mayor Pro-tem Tom Hines seconded the motion.

**VOTE:**

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

9D. Consideration and possible action on the second and final reading of an ordinance ratifying an Ad Valorem tax increase for the 2017-18 Fiscal Year for the use and support of the municipal government for the City of Hutto for the Tax Year 2017.

Michel Sorrell, Chief Financial Officer, made the staff presentation.

**MOTION:** Mayor Pro-tem Tom Hines moved to approve the second and final reading of an ordinance ratifying an Ad Valorem tax increase for the 2017-18 Fiscal Year for the use and support of the municipal government for the City of Hutto for the Tax Year 2017. Councilmember Tim Jordan seconded the motion.

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

9E. Consideration and possible action on the second and final reading of an ordinance amending the Fiscal Year 2016-17 Budget to reflect projected year-end.

Michel Sorrell, Chief Financial Officer, made the staff presentation. Mrs. Sorrell provided an overview of the reviews, expenditures, and change in fund balances for the following funds.
- General Fund
- General Debt Service Fund
- General Capital Replacement Fund
- Court Funds
- Hotel Tax Fund
- ATS Red Light Camera Fund
- PEG Capital Fees
- Utility Fund
- Utility Debt Service Fund
- Impact Fees Fund
- Utility Capital Replacement Fund
- Capital Improvement Project
- Solid Waste Fund

**MOTION:** Councilmember Nathan Killough moved to approve the second and final reading of an ordinance amending the Fiscal Year 2016-17 Budget to reflected projected year-end. Mayor Pro-tem Tom Hines seconded the motion.

**VOTE:**

**Ayes:**
- Mayor Doug Gaul
- Mayor Pro-tem Tom Hines
- Councilmember Scott Rose
- Councilmember Nathan Killough
- Councilmember Tim Jordan
- Councilmember Lucio Valdez
- Councilmember Terri Grimm

**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 authorizing the City Manager to engage an engineering firm for the Wastewater Master Plan.**

Matthew Rector, City Engineer, made the staff presentation. Mr. Rector provided a brief overview of the current wastewater study that is being used for planning purposes and the work that would be completed as part of developing a Wastewater Master Plan.

**MOTION:** Councilmember Nathan Killough moved to approve a resolution authorizing the City Manager to engage the engineering firm K Friese & Associates for the Wastewater Master Plan. Councilmember Scott Rose seconded the motion.

**VOTE:**

**Ayes:**
- Mayor Doug Gaul
- Mayor Pro-tem Tom Hines
- Councilmember Scott Rose

**Nays:** None

**Abstain:** None

**Absent:** None
10B. Consideration and Possible action on a resolution authorizing the City Manager to engage an engineering firm for the Mobility Master Plan.

Matthew Rector, City Engineer, made the staff presentation. Mr. Rector provided the City Council with an overview of the current planning documents that have been completed which include a Thoroughfare Plan that was completed in 2011 and a Pedestrian Mobility Plan that was completed in 2012.

Mr. Rector continued on by outlining the scope of the work, that included the evaluation of current plans and multimodal needs and deficiencies, review of mobility standards, and the preparation of a 10 year and 20 year Master Plan with a 6 year Capital Improvement Plan.

MOTION: Mayor Pro-tem Tom Hines moved to approve a resolution authorizing the City Manager to engage the engineering firm Kennedy Consulting, Inc. for the Mobility Master Plan. Councilmember Nathan Killough seconded the motion.

VOTE: Ayes: Mayor Doug Gaul Mayor Pro-tem Tom Hines Councilmember Scott Rose Councilmember Nathan Killough Councilmember Tim Jordan Councilmember Lucio Valdez Councilmember Terri Grimm

Nays: None
Abstain: None
Absent: None

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

10C. Consideration and possible action on a resolution authorizing the City Manager to engage a construction firm for the Milling and Overlay of Ed Schmidt Boulevard.

Matthew Rector, City Engineer, made the staff presentation. Mr. Rector explained that this section of Ed Schmidt Boulevard was selected for repair due to high volumes of traffic and concerns about future costs, the Competitive Sealed Bid process, and how the proposals were scored.
Discussion ensued regarding the use of a competitive sealed bid process versus a traditional bidding process, the benefits of the competitive sealed bid process, and construction timelines.

**MOTION:** Mayor Pro-tem Tom Hines moved to approve a resolution authorizing the City Manager to engage the construction firm Lone Star Paving for the Milling and Overlay of Ed Schmidt Boulevard. Councilmember Lucio Valdez seconded the motion.

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| Nays:              | None                             |

| Abstain:           | None                             |

| Absent:            | None                             |

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

10D. Consideration and possible action on a resolution authorizing the City Manager to engage a construction firm for the construction of Schneider and Technology Boulevards and the utility system for the Innovation Business Park Development.

Matt Rector, City Engineer, made the staff presentation. Mr. Rector presented an overview of the project layout, breakdown of the road sections, renditions of the proposed roundabout, and bids.

Discussion ensued concerning projects that Central Road and Utility had completed, reasoning for vertical objects in the center of the roundabout, and traffic calming devices.

**MOTION:** Mayor Pro-tem Tom Hines moved to approve a resolution authorizing the City Manager to engage a construction firm for the construction of Schneider and Technology Boulevards and the utility system for the Innovation Business Park Development. Councilmember Nathan Killough seconded the motion.

**VOTE:**

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| Nays:              | None                             |

| Abstain:           | Councilmember Lucio Valdez       |
| Absent:            | None                             |
10E. Consideration and possible action on a resolution supporting an application from Pedcor Investments, A Limited Liability Company, to the Texas Department of Housing and Community Affairs for 2017 or 2018 Housing Tax Credit Application for the proposed development known as Hutto Station, located approximately at 9039 US 79, Hutto, Texas.

Odis Jones, City Manager, made this staff presentation. Mr. Jones provided an overview of some proposed amendments that included an increase in the number of units that would be required and the percentage that would be required to be market rate units.

Helen Ramirez, Executive Director of Business/Development Services, provided an overview of the project location and proposed building layout.

MOTION: Councilmember Tim Jordan moved to approve the amended resolution supporting an application from Pedcor Investments, A Limited Liability Company, to the Texas Department of Housing and Community Affairs for 2017 or 2018 Housing Tax Credit Application for the proposed development known as Hutto Station, located approximately at 9039 US 79, Hutto, Texas. Councilmember Lucio Valdez seconded the motion.

VOTE: Ayes: Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Councilmember Nathan Killough
Councilmember Tim Jordan
Councilmember Lucio Valdez
Councilmember Terri Grimm

Nays: None

Abstain: None

Absent: None

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

10F. Consideration and possible action on a resolution authorizing a fee waiver for water tap fees for the Peterson Community Garden, located at 205 Hutto St.

Helen Ramirez, Executive Director of Business and Development Services, made the staff presentation. Mrs. Ramirez provided an overview of the fee waiver request. Jessica Romigh, President of the Keep Hutto Beautiful Foundation, outlined the purpose of the garden, the types of events that are held, and some of the future plans slated for the garden.

Discussion ensued concerning the property lease agreement and what would happen if Keep Hutto Beautiful no longer occupied the property.
MOTION: Councilmember Nathan Killough moved to approve a resolution authorizing a fee waiver for water tap fees for the Peterson Community Garden, as long as it is under the Keep Hutto Beautiful Foundation. Councilmember Tim Jordan seconded the motion.

VOTE: Ayes: Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Councilmember Nathan Killough
Councilmember Tim Jordan
Councilmember Lucio Valdez
Councilmember Terri Grimm

Nays: None
Abstain: None
Absent: None

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

10G. Consideration and possible action on a resolution amending the City Council Protocol Policy.

Mike Shaunessy, City Attorney, made the staff presentation. Mr. Shaunessy spoke of recent incidents that involved character attacks on public officials and inappropriate behavior occurring at public meetings. He highlighted that this existing policy prohibits this type of behavior, but that it needed to be readdressed.

Mr. Shaunessy suggested several modifications that included reading the policy at the beginning of each council meeting, adding language that prohibits inappropriate gestures, and an initial time limit for public comment, so that if there are a large number of individuals signed up to speak it does not hold the entire meeting up. In addition to these suggestions, it was also requested that the placard wording in the existing policy be added to the proposed public comment policy.

Discussion ensued regarding the differences in the current and proposed policies, the enforcement of those policies, and how the public will be educated about the new policy.

MOTION: Councilmember Tim Jordan moved to approve a resolution amending the City Council Protocol Policy. Councilmember Terri Grimm seconded the motion. With placard information.

VOTE: Ayes: Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Councilmember Nathan Killough
Councilmember Tim Jordan
Councilmember Lucio Valdez
Councilmember Terri Grimm

Nays: None
ACTION: The motion carried with 7 ayes and 0 nays.

EXECUTIVE SESSION

11A. Executive Session as authorized by Texas Government Code Section 551.071, consultation with attorney regarding boards and commissions.

11B. Executive Session as authorized by Texas Government Code Section 551.071, consultation with attorney regarding economic development.

The City Council recessed into executive session at 9:53 p.m. and reconvened into regular session at 10:54 p.m.

ACTION REALTIVE EXECUTIVE SESSION

12A. Consideration and possible action relative to Executive Session Item 11B.

MOTION: Councilmember Nathan Killough moved to authorize the city manager to execute the extension agreement with Valero. Mayor Pro-tem Tom Hines seconded the motion.

VOTE: Ayes: Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Councilmember Nathan Killough
Councilmember Tim Jordan
Councilmember Lucio Valdez
Councilmember Terri Grimm
Nays: None
Abstain: None
Absent: None

ACTION: The motion carried with 7 ayes and 0 nays

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:55 p.m.

CITY OF HUTTO, TEXAS
The Hutto City Council and Hutto ISD Board of Trustees met in a Joint Meeting on Thursday, February 23, 2017, in the City Hall Council Chambers, 401 W. Front St., Hutto, TX 78634.

**CALL SESSION TO ORDER**

*Mayor Gaul called the session to order at 7:03 p.m.*

**ROLL CALL**

*Members of the City Council that were present were Mayor Doug Gaul, Mayor Pro-tem Tom Hines, Councilmember Scott Rose, Councilmember Nathan Killough, and Councilmember Tim Jordan. Councilmember Lucio Valdez and Councilmember Terri Grimm were absent.*

*Members of the Hutto ISD Board of Trustees that were present were Connie Gooding, President, Billie Logiudice, Vice-President, Morgan Hubbard, Secretary, Terrence Owens, Boardmember, Byron McDaniel, Boardmember, and Scott Feller, Boardmember. Phillip Boutwell, Boardmember was absent.*

*Members of City staff that were present were Odis Jones City Manager, Ashley Stathatos, Assistant City Manager, Helen Ramirez, Director of Development Services, Scot Stromsness Executive Director of Public Works and Engineering, Michel Sorrell, Chief Financial Officer, Larry Foos, Director of Parks and Recreation and Seth Gipson, City Secretary.*

*Members of the Hutto ISD Staff that were present were Ed Ramos, Interim Superintendent, Brandon Cardwell, Director of Facilities and Operations, and Todd Robison, Director of Communications and Community Relations.*

**AGENDA ITEMS**

3A. *City of Hutto Mayor and Hutto ISD Board President opening comments and introductions.*

*Mayor Gaul opened the meeting and everyone introduced themselves.*

3B. *Discussion concerning communication protocol between the City of Hutto and Hutto ISD.*

*Connie Gooding, President, Hutto ISD Board of Trustees, led the discussion concerning the communication guide that was approved by both governing bodies in 2015. Discussion ensued concerning the purpose of the document, if the document should remain in place and if any modifications need to be made.*
One suggested modification included removing the requirement of a written report from the monthly City Manager and Superintendent meetings.

It was the consensus of the governing bodies for the Mayor, Mayor Pro-tem, Board President, and Board Vice President to meet to discuss additional modifications and bring those suggestions back to both boards for vetting and final approval.

3C. **Updates and discussion concerning the Valero Project.**

Odis Jones, City Manager, provided an update regarding the Valero Project which included the approval of a 30-day extension on the permit and that Valero is seeking alternative locations outside of the City and the School District.

3D. **Update and discussion on current interlocal agreements.**

1. **Limmer Loop Sidewalk Project**
   a. Helen Ramirez, Executive Direction of Business/Development Services, provided a brief overview of the project and how it would benefit Hutto ISD. Mrs. Ramirez mentioned that the project is over budget by approximately $500,000, and asked if the school district would be interested in making a contribution to the project. Mrs. Ramirez highlighted that a portion of the mobility plan would be to analyze traffic calming devices and school zones.

2. **Facility Use Agreement**
   a. Ed Ramos, Interim Superintendent, and Larry Foos, Parks and Recreation Director, highlighted that the City and Hutto ISD have a strong and productive working relationship and that the agreement is beneficial for both organizations.

3. **Cable Channel**
   a. Todd Robison, Director of Communications, stated that staff is looking at revising the current interlocal agreement, incorporating the College and determining how programing would be organized.

3E. **Updates and discussion concerning City of Hutto projects and activities**

1. **Wastewater line to the new elementary site**
   a. Scot Stromsness, Executive Director of Public Works and Engineering, stated that DCS Engineering was awarded the design and design has already begun on the waterline.

2. **Titan Development**
   a. Scot Stromsness, Executive Director of Public Works and Engineering, stated that Central Road and Utility was awarded the construction contract and that the road groundbreaking would take place on October 17, 2017 and the groundbreaking for the first building would take place on November 6, 2017. Odis Jones, City Manager, said that Public Works and Engineering would work with the school district on traffic patterns and bus stops during construction.

3. **Co-op Development**
a. Helen Ramirez, Executive Director of Business/Development Services, provided an overview of the project, reviewed some of the design guidelines, highlighted that the groundbreaking is set for November 1, 2017. Odis Jones, City Manager, highlighted that the construction schedule and that this the first type of development in the area.

3F. Updates and discussion concerning Hutto ISD projects and activities

1. Potential Development and future school sites.
   a. Ed Ramos, Interim Superintendent, provided projections for future enrollment and asked that when developers come in, especially with large sites with over 1000 homes, that a discussion needs to occur regarding the reservation of property for future school sites. Helen Ramirez, also spoke to the development standards that are enforced that include green links and sidewalks to ensure mobility

2. Construction timeline for Elementary #7
   a. Brandon Cardwell, Director of Facilities and Operations, outlined the project schedule with the completion date being July 2019. Mr. Cardwell highlighted the building layout, new learning environments, and the goal of this being a net zero campus.

3G. Discussion concerning future meeting dates and agenda items.

   The next meeting will be the 4th Thursday in January and agenda items to be included are:
   - Guideline document
   - Mobility study
   - Future developments

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:26pm.

CITY OF HUTTO, TEXAS

________________________________________
Doug Gaul, Mayor

ATTEST:

________________________________________
Seth Gipson, City Secretary
AGENDA ITEM NO.: 9B.  AGENDA DATE: November 02, 2017

PRESENTED BY: Seth Gipson, City Secretary

ITEM: Consideration and possible action on a resolution appointing Ashley Stathatos as the City of Hutto Representative to the Williamson County Regional Animal Shelter Board. (Seth Gipson)

STRATEGIC GUIDE POLICY: Leadership

ITEM BACKGROUND: The City of Hutto, through an interlocal agreement, participates in a county-wide regional shelter with the cities Leander, Cedar Park, Round Rock, and Williamson County. Various leaders from participating cities comprise the representative Board of Directors for the shelter. Ashley Stathatos, Assistant City Manager, is recommended to fill the vacancy on the board.

BUDGETARY AND FINANCIAL SUMMARY: Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS: Not applicable.

CITY ATTORNEY REVIEW: Not applicable.

STAFF RECOMMENDATION: Staff recommends appointing Ashley Stathatos to serve as the City of Hutto representative on the Williamson County Regional Animal Shelter Board.
**SUPPORTING MATERIAL:**

1. Resolution - Appointing a Representative to the Williamson County Regional Animal Shelter Board
RESOLUTION NO.

A RESOLUTION AUTHORIZING THE APPOINTMENT OF A CITY OF HUTTO REPRESENTATIVE TO SERVE ON THE WILLIAMSON COUNTY REGIONAL ANIMAL CONTROL SHELTER BOARD.

WHEREAS, V.T.C.A., Government Code, Chapter 791, the Texas Interlocal Cooperation Act, provides that any one or more public agencies may contract with each other for the performance of governmental functions or services for the promotion and protection of the health and welfare of the inhabitants of this State and the mutual benefit of the parties; and

WHEREAS, the City of Hutto participated in the establishment of a county-wide regional animal control shelter to facilitate cost-sharing of providing animal control services within the Williamson County, Texas, area with other participating agencies; and

WHEREAS, the City of Hutto approved the final interlocal agreement to participate in the establishment of a county-wide regional animal control shelter to facilitate cost-sharing of providing animal control services within the Williamson County, Texas, area with participating agencies on September 5, 2006; and

WHEREAS, the interlocal agreement calls for the business and affairs of the Regional Shelter to be conducted by a board consisting of one (1) representative from each participating entity and the City of Hutto is requesting the appointment of Danielle Singh to serve as its representative.

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

that Ashley Statthatos is hereby appointed as Hutto’s representative to serve on the Williamson County Regional Animal Control Shelter Board.

RESOLVED on this the 2nd day of the month November, 2017.

CITY OF HUTTO, TEXAS

________________________
Doug Gaul, Mayor

ATTEST:

________________________
Seth Gipson, City Secretary
AGENDA ITEM NO.: 9C.    AGENDA DATE: November 02, 2017

PRESENTED BY: Helen Ramirez, AICP, Executive Director of Business/Development Services

ITEM: Consideration and possible action on a resolution repealing Resolution No. 2006-37R(1) and removing the designation of the Hutto Co-Op Site as a surplus and/or designated protected site within in the City of Hutto. (Helen Ramirez)

STRATEGIC GUIDE POLICY: Well Balanced & Diversified Economy

ITEM BACKGROUND:
The City Council approved Resolution No. 2006-37R(1), on June 19, 2006, to designate certain structures on the Co-op Site as protected and those not designated protected as surplus and available for sale. The City has worked diligently throughout the years to find a developer and partner to develop the Co-Op site that was purchased years ago. On May 11, 2017, the City Council approved a development agreement with MA Partners for the purpose of developing the Co-op Site.

Since that agreement was approved, MA Partners and the City have been working on the design of the development. MA Partners would like to reuse and re-purpose some of the existing structures, which include silos, on the Co-op Site into new design elements within the developed property.

By repealing this resolution, it will allow the developer to use these structures either in their original form or be re-purposed into elements within the property.

BUDGETARY AND FINANCIAL SUMMARY:
Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:
Not applicable.

CITY ATTORNEY REVIEW:
Not applicable.

**STAFF RECOMMENDATION:**

Staff recommends approval of the resolution.

**SUPPORTING MATERIAL:**

1. Resolution No. 2006-37R(1)
2. Resolution - Repealing Resolution No. 2006-37R(1)
CITY OF HUTTO

Resolution No. 2006-37R (1)

RESOLUTION AUTHORIZING THE MAYOR TO DECLARE THAT ANY STRUCTURES, FIXTURES AND TANGIBLE PERSONAL PROPERTY LOCATED AT THE CO-OP SITE THAT ARE NOT CLASSIFIED AS PROTECTED WILL BE CONSIDERED SURPLUS PROPERTY

WHEREAS, the Hutto City Council at its official meeting held April 18, 2005 approved a list of structures located at the Hutto Co-op site as those structures to be protected; and

WHEREAS, the Hutto City Council authorized staff to proceed with an auction to sell any and all structures, fixtures and tangible personal property that was not classified as protected; and

WHEREAS, said auction was conducted by Gaston & Sheehan Auctioneers on June 18, 2005 and that those items that were not sold at auction and are not classified as protected is therefore considered surplus property and is of no value to the City of Hutto.

NOW, THEREFORE, be it resolved by the City Council of the City of Hutto, that:

The Mayor is hereby authorized to approve this resolution to declare that any structures, fixtures and tangible personal property located at the Co-Op that is not classified as protected will be considered surplus property.

READ, PASSED and APPROVED this 19th day of June 2006.

[Signature]
Kenneth L. Love, Mayor

ATTEST:

[Signature]
Patricia A. Gilmore, City Secretary
5. Consideration and possible action regarding the acceptance on the petition requesting annexation by area landowners, Glenwood Section 4 & 5, 44.13 acres of land, FM 1660 South. (City Planner, Matthew Lewis) Mayor Pro-tem Love made a motion to accept the petition with a second by Councilmember Winkler. Passes unanimously.

6. Consideration and possible action to pass a resolution to direct the City staff to prepare a service plan that provides for the extension of full municipal services to the areas which are proposed for annexation: Glenwood Section 4 & 5, 44.13 acres of land, FM 1660 South. (City Planner, Matthew Lewis) Councilmember Wirth made a motion to pass the resolution with a second by Councilmember Winkler. Passes unanimously.

7. Consideration and possible action to enter into a contract with Gaston & Seehan Auctioneers, Inc. for the auction regarding the Co-op project and authorize the Mayor to execute the contract and provide guidance to staff regarding possible sale of structures and tangible personal property. (City Planner, Matthew Lewis) Public: Mike Fowler-Chair for the Historical Commission supports saving the 14 structures to protect Hutto's heritage. Councilmember Winkler made a motion to enter into the agreement keeping the 14 structures as recommended by the Historical Commission. Motion dies due to a lack of a second. Councilmember Winkler made a motion to enter into the contract with Gaston & Seehan with a second by Mayor Pro-tem Love. Passes unanimously. Councilmember Holland made a motion to remove the structures as recommended by the Historical Commission in addition to the 5 (five) butler buildings (silos) in front of the large silo with a second by Councilmember Rios. Motion carries with 4 ayes and 2 nays by Mayor Ackerman and Councilmember Wirth.

8. Consideration and possible action to approve a six-month extension on the previous approved Final plat for Creekbend Section 3. (City Planner, Matthew Lewis) Councilmember Wirth made a motion to approve the extension with a second by Councilmember Winkler. Passes unanimously.

9. Consideration and possible action to approve a one-year extension for the Final plat of the Legends of Hutto, Section 5A. (City Planner, Matthew Lewis) Councilmember Winkler made a motion to approve the extension with a second by Councilmember Rios. Motion carries with 6 ayes and 1 nay by Mayor Pro-tem Love.

10. Consideration and possible action to pass an ordinance of the City of Hutto, Texas, repealing the zoning ordinance, chapter 14.200 of the code of ordinances, and adopting zoning regulations, and standards for the development and use of land within the city limits; providing a severability clause; providing an open meetings clause; and providing for related matters. (First reading) (City Planner, Matthew Lewis) Interim City Manager, Joni Clarke informed the Council that this item needed to be postponed until a public hearing could be held and that staff will present a resolution at the next meeting setting a date, time, and place for the hearing. Discussion only, no action taken.

11. Consideration and possible action to appoint two governmental representatives to the City Manager Search Committee and provide guidance to the Committee regarding goals and objectives. (Interim City Manager, Joni Clarke) Mayor Ackerman recommended Robert Powers (Consultant) and Cindy Demers (City of Round Rock) to serve as the governmental representatives. Councilmember Holland made a motion to appoint the new members as recommended with a second by Mayor Pro-tem Love. Passes unanimously. Council directed staff to schedule a work session for April 26, 2005 at 6:30 p.m. with the City Manager Search Committee to discuss the goals and objectives.
RESOLUTION NO.

A RESOLUTION REPEALING RESOLUTION NO. 2006-37R(1) AND REMOVING ANY DESIGNATION OF THE CO-OP SITE AS A SURPLUS AND/OR DESIGNATED PROTECTED SITE WITHIN THE CITY OF HUTTO.

WHEREAS, the City Council approved Resolution No. 2006-37R(1), on June 19, 2006, to designate certain structures on the Co-op Site as protected and those not designated protected as surplus and available for sale; and

WHEREAS, the City Council approved a development agreement with MA Partners on May 11, 2017, for the purpose of developing the Co-op Site; and

WHEREAS, MA Partners wants to reuse and repurpose the existing structures, which include silos, on the Co-op Site into new design elements within the developed property.

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

That Resolution No. 2006-37R(1) is hereby repealed thus removing any designation of the Co-Op Site as a surplus and/or designated protected site within the City of Hutto, including any structures on the site and allows the developer to utilize existing structures within the development.

The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

RESOLVED on this the 2nd day of the month November, 2017.

CITY OF HUTTO, TEXAS

ATTEST:

Doug Gaul, Mayor

Seth Gipson, City Secretary
CITY OF HUTTO
CITY COUNCIL AGENDA

AGENDA ITEM NO.: 9D. AGENDA DATE: November 02, 2017

PRESENTED BY: Odis Jones, City Manager

ITEM:
Consideration and possible action on a resolution authorizing the City Manager to negotiate and execute a Certificate of Convenience and Necessity (CCN) agreement with Jonah Water Special Utility District. (Odis Jones)

STRATEGIC GUIDE POLICY: Infrastructure & Growth

ITEM BACKGROUND:

BUDGETARY AND FINANCIAL SUMMARY:
Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:
Not applicable.

CITY ATTORNEY REVIEW:
Not applicable.

STAFF RECOMMENDATION:
Staff recommends approval of the resolution.

SUPPORTING MATERIAL:
1. Resolution - CCN Agreement with Jonah
RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A CERTIFICATE OF CONVENIENCE AND NECESSITY (CCN) AGREEMENT WITH JONAH WATER SPECIAL UTILITY DISTRICT.

WHEREAS, the City Council adopted a Strategic Plan and Execution Guide in May 2017, with one objective being to create an aggressive, progressive economic development strategy for the community; and

WHEREAS, The City Council also recognizes the importance of constructing and maintaining infrastructure for current and future development in order to create a well balanced and diversified economy; and

WHEREAS, the City of Hutto wishes to negotiate with Jonah Water Special Utility District concerning current boundaries for Certificate of Convenience and Necessity.

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

That the City Manager is hereby authorized and directed to negotiate and execute a Certificate of Convenience and Necessity agreement with Jonah Water Special Utility District.

The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

RESOLVED on this the 2nd day of the month November, 2017.

CITY OF HUTTO, TEXAS

ATTEST:

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Doug Gaul, Mayor

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Seth Gipson, City Secretary
AGENDA ITEM NO.: 11A. AGENDA DATE: November 02, 2017

PRESENTED BY: Helen Ramirez, AICP Executive Director of Business/Development Services

ITEM: Discussion concerning the establishment of direction and criteria for the Historic Preservation Commission as it relates to the warrant process for business operations and boundary application and criteria. (Helen Ramirez)

STRATEGIC GUIDE POLICY:

ITEM BACKGROUND:

BUDGETARY AND FINANCIAL SUMMARY:

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

CITY ATTORNEY REVIEW:

STAFF RECOMMENDATION:

SUPPORTING MATERIAL: There are no supporting documents.