1. **CALL SESSION TO ORDER**

2. **ROLL CALL**

3. **INVOCATION**

4. **PLEDGE OF ALLEGIANCE**

5. **PUBLIC COMMENT**
   5A. Remarks from visitors. (*Three-minute time limit*)

6. **PRESENTATIONS:**
   6A. Presentation of the Texas Downtown Association Awards.

7. **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.

   7A. Consideration and possible action on a resolution concerning the issuance of a Purchase Order to Caldwell Country Ford for the purchase of four (4) Police patrol vehicles.
7B. Consideration and possible action on the meeting minutes for the October 13, 2016, October 20, 2016, and November 3, 2016 City Council Regular Meetings and the October 29, 2016 and November 4, 2016 Special Called City Council Meetings.

REGULAR AGENDA ITEMS

8. ORDINANCES:


8B. Consideration and possible action on the second and final reading of an ordinance amending the composition and miscellaneous provisions of Chapter 2, Article 2.02 Board, Commissions, and Authorities, Section 2.02.003 Appointments; Vacancies of the Code of Ordinances (2014 Edition).

8C. Consideration and possible action on the first reading of an ordinance dissolving the Keep Hutto Beautiful Commission and repealing Article 2.02 Boards, Commissions, and Authorities, Division 8 Keep Hutto Beautiful Commission, of the City of Hutto Code of Ordinances (2014 Edition).

9. OTHER BUSINESS:

9A. Consideration and possible action on reappointing Ehab Kawar to represent the City of Hutto on the Williamson County and Cities Health District Board (WCCHD).

10. EXECUTIVE SESSION:

10A. Executive Session as authorized by §551.074, Texas Government Code, related to the discussion and deliberation of a contract for professional services and employment as City Manager for the City of Hutto, Texas.

11. ACTION RELATIVE TO EXECUTIVE SESSION:

11A. Consideration and/or possible action on a resolution authorizing the Mayor to execute a contract for professional services and employment as City Manager for the City of Hutto, Texas.

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 17, 2016 Hutto City Council Meeting was posted on the City Hall bulletin board of the City of Hutto on Thursday, November 10, 2016, at 3:30 p.m.

[Signature]
Seth Gipson, City Secretary

The City of Hutto is committed to comply with the American with Disabilities Act. The Hutto City Council Chamber is wheelchair accessible. Request for reasonable special communications or accommodations must be made 48 hours prior to the meeting. Please contact the City Secretary at (512) 759-4033 or seth.gipson@hutto.tx.gov for assistance.
AGENDA ITEM NO.: 7A.  
AGENDA DATE: November 17, 2016

PRESENTED BY: Earl Morrison, Chief of Police

ITEM: Consideration and possible action on a resolution concerning the issuance of a Purchase Order to Caldwell Country Ford for the purchase of four (4) Police patrol vehicles.

STRATEGIC GUIDE POLICY: Public Safety

ITEM BACKGROUND: Caldwell Country Ford offers vehicles to government entities through their contract # 430-13 with the BuyBoard Cooperative Purchasing Program. The City is a member of the BuyBoard Cooperative Purchasing Program and is authorized to purchase from the existing contract in accordance with Local Government Code Section 271.102.

The purchase will provide four (4) new patrol vehicles for the PD fleet of which two will be replacing older vehicles and two will be for the two new officer positions approved in the FY17 Budget.

While this item is related strictly to the purchase of the vehicles, quotes are also included as reference for the finish out of the vehicles.

BUDGETARY AND FINANCIAL SUMMARY: Funding of $265,00 for the capital purchases was approved by Council in the FY 17 General Operating Budget. Caldwell Country Ford has provided pricing for the vehicles at a total cost of $222,472.00 which includes all standard outfitting and prep of the vehicle. Complete buildout of the vehicles will include $17,555.84 to Motorola (radios & related equipment) and $21,121.80 to GTS Technology Solutions (toughbooks), making the total cost $261,149.64.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS: Not applicable
CITY ATTORNEY REVIEW:
Not applicable

STAFF RECOMMENDATION:
Staff recommends approval and issuance of a purchase order to Caldwell Country Ford for purchase of the vehicles.

SUPPORTING MATERIAL:
1. Resolution - Caldwell Country Ford
2. Quote - Caldwell Country Ford
3. Quote - Motorola
4. Quote - GTS Technology Solutions
RESOLUTION NO. ______________

WHEREAS, the City of Hutto ("City") and Caldwell Country Ford have a mutual intent and understanding with respect to the supply of vehicles to the City by Caldwell Country Ford, and

WHEREAS, the City and Caldwell Country Ford agree to enter into a purchasing agreement whereby the City desires to purchase from Caldwell Country Ford four (4) patrol vehicles intended for use by the Police Department and Caldwell Country Ford desires to sell such vehicles to the City, and

WHEREAS, the City and Caldwell Country Ford wish to enter into a Purchasing Agreement outlining their mutual understanding and agreement to work cooperatively and in good faith to supply the vehicles to the City by Caldwell Country Ford,

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

That the Mayor is hereby authorized and directed to issue on behalf of the City a Purchase Order to Caldwell Country Ford.

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 this 17th day of November, 2016.

CITY OF HUTTO, TEXAS

By: ________________________
    Doug Gaul, Mayor

ATTEST:

__________________________
Seth Gipson, City Secretary
CALDWELL COUNTRY FORD - CHEVROLET
800 HWY. 21 E. CALDWELL, TEXAS 77836
BUYBOARD BID 436-13

End User: CITY OF HITTO
Contact: DWAIN JONES
Phone/email: 512-759-5980 / dwain.jones@huttox.gov

Product Description: FORD EXPLORER FWD BASE

A. Bid Series: 104
A. Base Price: $ 25,181.00

B. Published Options [Itemize each below]

<table>
<thead>
<tr>
<th>Code</th>
<th>Options</th>
<th>Bid Price</th>
<th>Code</th>
<th>Options</th>
<th>Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>52P</td>
<td>DOOR LOCK PLUNGER</td>
<td>$ 152.00</td>
<td>K8A</td>
<td>2016 PI UTILITY AWD</td>
<td>$ 1,000.00</td>
</tr>
<tr>
<td>53M</td>
<td>SYNC SYSTEM</td>
<td>$ 280.00</td>
<td>3.7L PFF V6; 6-SPD AUTOMATIC</td>
<td>INCL</td>
<td></td>
</tr>
<tr>
<td>17T</td>
<td>CARGO DOME LIGHT</td>
<td>$ 47.00</td>
<td>42F</td>
<td>FRONT A/C; AM/FM/CD</td>
<td>INCL</td>
</tr>
<tr>
<td>18W</td>
<td>INFOF REAR WINDOWS</td>
<td>$ 18.00</td>
<td>42N</td>
<td>CRUISE CONTROL</td>
<td>INCL</td>
</tr>
<tr>
<td>21L</td>
<td>FRONT AUX LIGHTS</td>
<td>$ 522.00</td>
<td>42P</td>
<td>CLOTH BUCKETS FRONT</td>
<td>INCL</td>
</tr>
<tr>
<td>21V</td>
<td>POCKET WARNING LIGHTS</td>
<td>$ 608.00</td>
<td>51R</td>
<td>VINYL REAR SEAT</td>
<td>INCL</td>
</tr>
<tr>
<td>43D</td>
<td>COURTESY LAMP DISABLE</td>
<td>$ 19.00</td>
<td>54R</td>
<td>RUBBER FLOOR</td>
<td>INCL</td>
</tr>
<tr>
<td>52L</td>
<td>DRIVER SIDE LED SPOTLIGHT</td>
<td>$ 375.00</td>
<td>57B</td>
<td>POWER WINDOWS AND LOCKS</td>
<td>INCL</td>
</tr>
<tr>
<td>61S</td>
<td>Steering Wheel Controls</td>
<td>$ 147.00</td>
<td>60A</td>
<td>REAR VIEW CAMERA</td>
<td>INCL</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total of B. Published Options: $ 20,294.28

C. Unpublished Options [Itemize each below, not to exceed 25%] $= 1.0%

<table>
<thead>
<tr>
<th>Options</th>
<th>Bid Price</th>
<th>Options</th>
<th>Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>76R- REVERSE SENSORS</td>
<td>$ 261.00</td>
<td>BLACK COLOR</td>
<td></td>
</tr>
<tr>
<td>86P- FRONT LAMP HOUSING</td>
<td>$ 118.00</td>
<td>120-150 DAYS WITH INSTALLATION</td>
<td>DELIVERY</td>
</tr>
<tr>
<td>86T- REAR LAMP HOUSING</td>
<td>$ 57.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total of C. Unpublished Options: $ 436.00

D. Pre-delivery Inspection: $ -
E. Texas State Inspection: $ -
F. Manufacturer Destination/Delivery: 
G. Floor Plan Interest (for in-stock and/or equipped vehicles): $ -
H. Lot Insurance (for in-stock and/or equipped vehicles): $ -
I. Contract Price Adjustment: $ -
J. Additional Delivery Charge: 0 miles $ -
K. Subtotal: $ 45,911.28
L. Quantity Ordered 1 x K = $ 45,911.28
M. Trade in: 
N. BUYBOARD FEE PER PURCHASE ORDER $ 400.00
O. TOTAL PURCHASE PRICE WITH BUYBOARD FEE $ 46,311.28
### QUOTE

**CAP FLEET UFPITTERS**

4715 S General Bruce Drive
Temple, TX 76502
254-773-1959 - O
254-773-1245 - F

**Name / Address**

Caldwell Country

**Date** 12/28/2015

**Quote #** CAPG9130

**Job:** Hutto, City of

**Project:**

Employee N... Tim Rainwater

<table>
<thead>
<tr>
<th>Part #</th>
<th>Qty</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETSS100CBLV-BP</td>
<td>1</td>
<td>CRO VEHICLE/2016 FORD PI UTILITY, BLACK 100C/100D/100H SERIES SPEAKER BRACKET (ONLY) FOR THE FORD UTILITY 2013 - BUMPER MOUNT</td>
<td>21.60</td>
<td>21.60</td>
</tr>
<tr>
<td>ETSS100D</td>
<td>1</td>
<td>100D SERIES SPEAKER</td>
<td>153.00</td>
<td>153.00</td>
</tr>
<tr>
<td>ENFTSSMS68</td>
<td>1</td>
<td>nFORCE FIT SURFACE MOUNT 6 LED RED</td>
<td>94.80</td>
<td>94.80</td>
</tr>
<tr>
<td>ETS4A82RSP</td>
<td>1</td>
<td>nFORCE FIT SURFACE MOUNT 6 LED BLUE</td>
<td>94.80</td>
<td>94.80</td>
</tr>
<tr>
<td>ENL760J</td>
<td>1</td>
<td>400 SERIES 200 WATT REMOTE SIREN</td>
<td>561.00</td>
<td>561.00</td>
</tr>
<tr>
<td>ENT230J</td>
<td>1</td>
<td>60&quot; NUNE LIGHTS R/B PAIR</td>
<td>780.00</td>
<td>780.00</td>
</tr>
<tr>
<td>ENFLB (Bronze Edi...)</td>
<td>1</td>
<td>INTERSECT UNDER MIRROR/SURFACE MOUNT LIGHT W/IN LINE FLASHER, 3 WEDGES, 2 CURVED SURFACE ADAPTORS, 18 LEDS, RED/BLUE</td>
<td>172.20</td>
<td>172.20</td>
</tr>
<tr>
<td>ENFTCDGSS1006</td>
<td>1</td>
<td>48&quot; nFORCE* LED Lightbar (ENFLB) w/ Take Downs &amp; Alleys - Clear Lenses with Amber, Blue, Red or White / 9 LED Inboard &amp; 18 LED Corners</td>
<td>1,663.80</td>
<td>1,663.80</td>
</tr>
<tr>
<td>ELUC25010W</td>
<td>2</td>
<td>SOUND OFF nFORCE TRAFFIC CONTROLLER/DUAL COLOR (R/A DRIVERS SIDE, B/A PASS SIDE)</td>
<td>591.30</td>
<td>591.30</td>
</tr>
<tr>
<td>ELUC25010J</td>
<td>2</td>
<td>UNIVERSAL UNDERCOVER LED LIGHT KIT, WHITE (ONE EA. TAIL LIGHT)</td>
<td>76.80</td>
<td>153.60</td>
</tr>
<tr>
<td>EGHST1W</td>
<td>2</td>
<td>UNIVERSAL UNDERCOVER LED LIGHT KIT, SPLIT RED/BLUE (ONE EA. TAIL LIGHT)</td>
<td>76.80</td>
<td>153.60</td>
</tr>
<tr>
<td>EGHST1R</td>
<td>1</td>
<td>GHOST 10-30V BLACK DUAL MULTI (W/W)</td>
<td>196.20</td>
<td>196.20</td>
</tr>
<tr>
<td>EGHST1B</td>
<td>1</td>
<td>GHOST* Single Multi-Mount Light (Edge Mount, Permanent Mount &amp; 3M Super Duty Adhesive Mounts included), 10-30V - Black Housing/Red</td>
<td>97.80</td>
<td>97.80</td>
</tr>
<tr>
<td>PPI-UTILITY</td>
<td>1</td>
<td>PLASTIX PLUS CONSOLE- PI UTILITY W/ CUT OUT FOR HAVIS POLE, MOTOROLA APX6500 WITH 05 REMOTE HEAD AND SOUND OFF SIREN ETSA380R</td>
<td>552.00</td>
<td>552.00</td>
</tr>
<tr>
<td>PPI-USB</td>
<td>1</td>
<td>DUAL USB CHARGER 12V INPUT SV/2.1A OUTPUT</td>
<td>27.45</td>
<td>27.45</td>
</tr>
<tr>
<td>PP-ARM</td>
<td>1</td>
<td>ARM REST PAD</td>
<td>59.28</td>
<td>59.28</td>
</tr>
<tr>
<td>PP-LITELPGS</td>
<td>3</td>
<td>SINGLE 12V POWER PLUG W/ COVER</td>
<td>15.54</td>
<td>46.62</td>
</tr>
<tr>
<td>DS-PAN-212-2</td>
<td>1</td>
<td>TOUGHBOOK CERTIFIED DOCKING STATION FOR PANASONIC TOUGHBOOK CF-19 MK4/MK5/MK6 LAPTOPS WITH POWER SUP</td>
<td>924.94</td>
<td>924.94</td>
</tr>
</tbody>
</table>

This quote is good for 30 days from date of quote.

---

**TEMPLE LOCATION**

4715 S GENERAL BRUCE DRIVE
Temple, TX 76502
254-773-1959

---

**HOUSTON LOCATION**

6015 N SHEPHERD DRIVE
Houston, TX 77018
832-203-5558

---

WWW.CAPFLEETUPFPITTERS.COM

Page 1
### B. Published Options [Itemize each below]

<table>
<thead>
<tr>
<th>Code</th>
<th>Options</th>
<th>Bid Price</th>
<th>Code</th>
<th>Options</th>
<th>Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>52P</td>
<td>DOOR LOCK PLUNGER</td>
<td>$152.00</td>
<td>K&amp;A</td>
<td>2016 PI UTILITY AWD</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>53M</td>
<td>SYNC SYSTEM</td>
<td>$280.00</td>
<td></td>
<td>3.7L V6 6-SPEED AUTOMATIC</td>
<td>INCL</td>
</tr>
<tr>
<td>17T</td>
<td>CARGO DOME LIGHT</td>
<td>$47.00</td>
<td></td>
<td>FRONT A/C; AM/FM/CD</td>
<td>INCL</td>
</tr>
<tr>
<td>18W</td>
<td>INOP REAR WINDOWS</td>
<td>$18.00</td>
<td></td>
<td>CRUISE CONTROL</td>
<td>INCL</td>
</tr>
<tr>
<td>21L</td>
<td>FRONT AUX LIGHTS</td>
<td>$522.00</td>
<td></td>
<td>CLOTH SEATS</td>
<td>INCL</td>
</tr>
<tr>
<td>21W</td>
<td>POCKET WARNING LIGHTS</td>
<td>$608.00</td>
<td></td>
<td>VINYL REAR SEAT</td>
<td>INCL</td>
</tr>
<tr>
<td>43D</td>
<td>COURTESY LAMP DISABLE</td>
<td>$19.00</td>
<td></td>
<td>RUBBER FLOOR</td>
<td>INCL</td>
</tr>
<tr>
<td>51R</td>
<td>DRIVER SIDE LED SPOTLIGHT</td>
<td>$375.00</td>
<td></td>
<td>POWER WINDOWS AND LOCKS</td>
<td>INCL</td>
</tr>
<tr>
<td>59B</td>
<td>FLEET KEYED ALIKE</td>
<td>$47.00</td>
<td></td>
<td>REAR VIEW CAMERA</td>
<td>INCL</td>
</tr>
<tr>
<td>60A</td>
<td>GRILL WIRING</td>
<td>$47.00</td>
<td>CAP</td>
<td>CAPQ9130 EQUIP PACKAGE</td>
<td>$17,032.28</td>
</tr>
<tr>
<td>61S</td>
<td>STEERING WHEEL CONTROLS</td>
<td>$147.00</td>
<td></td>
<td>SEB ATTACHED</td>
<td></td>
</tr>
</tbody>
</table>

Total of B. Published Options: $20,294.28

### C. Unpublished Options [Itemize each below, not to exceed 25%]  

<table>
<thead>
<tr>
<th>Options</th>
<th>Bid Price</th>
<th>Options</th>
<th>Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>76P- REVERSE SENSORS</td>
<td>$261.00</td>
<td>BLACK/WHITE</td>
<td>COLOR</td>
</tr>
<tr>
<td>86P- FRONT LAMP HOUSING</td>
<td>$118.00</td>
<td>120-150 DAYS WITH INSTALLATION</td>
<td>DELIVERY</td>
</tr>
<tr>
<td>86T- REAR LAMP HOUSING</td>
<td>$57.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total of C. Unpublished Options: $436.00

### D. Pre-delivery Inspection:

$ - 

### E. Texas State Inspection:

$ - 

### F. Manufacturer Destination/Delivery:

$ - 

### G. Floor Plan Interest (for in-stock and/or equipped vehicles):

$ - 

### H. Lot Insurance (for in-stock and/or equipped vehicles):

$ - 

### I. Contract Price Adjustment:

$ - 

### J. Additional Delivery Charge:

0 miles  

$ - 

### K. Subtotal:

$45,911.28 

### L. Quantity Ordered

1 x 1 = $45,911.28 

### M. Trade in:

$ - 

### N. BUYBOARD FEE PER PURCHASE ORDER

$400.00 

### O. TOTAL PURCHASE PRICE WITH BUYBOARD FEE

$46,311.28
<table>
<thead>
<tr>
<th>Part #</th>
<th>Qty</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETS100CBBKFV-BP</td>
<td>1</td>
<td>CRO VEHICLE/2016 FORD PI UTILITY, BLACK 100C/100D/100H Series Speaker Bracket (only) for the Ford Utility 2013 - Bumper Mount</td>
<td>21.60</td>
<td>21.60</td>
</tr>
<tr>
<td>ETS100D</td>
<td>1</td>
<td>100D SERIES SPEAKER</td>
<td>153.00</td>
<td>153.00</td>
</tr>
<tr>
<td>ENFFP5546SR</td>
<td>1</td>
<td>6&quot; FORCE FIT SURFACE MOUNT 6 LED RED</td>
<td>94.80</td>
<td>94.80</td>
</tr>
<tr>
<td>ENFFP5546SB</td>
<td>1</td>
<td>6&quot; FORCE FIT SURFACE MOUNT 6 LED BLUE</td>
<td>94.80</td>
<td>94.80</td>
</tr>
<tr>
<td>ETS4428RSP</td>
<td>1</td>
<td>400 SERIES 200 WATT REMOTE SIREN</td>
<td>561.00</td>
<td>561.00</td>
</tr>
<tr>
<td>ENL260J</td>
<td>1</td>
<td>60&quot; NUNE LIGHTS 8/8 PAIR</td>
<td>780.00</td>
<td>780.00</td>
</tr>
<tr>
<td>ENL260J</td>
<td>1</td>
<td>INTERSECTOR UNDER MIRROR/SURFACE MOUNT LIGHT W/IN LINE Flasher, 3 Wedges, 2 Curved Surface Adaptors, 18 LEDs, Red/Blue</td>
<td>172.20</td>
<td>172.20</td>
</tr>
<tr>
<td>ENFLB [Bronze Edi...</td>
<td>1</td>
<td>48&quot; NFORCE LED Lightbar [ENFLB] w/ Take Downs &amp; Alleys - Clear Lenses with Amber, Blue, Red or White / 9 LED Inboard &amp; 18 LED Corners</td>
<td>1,663.80</td>
<td>1,663.80</td>
</tr>
<tr>
<td>ENFTCDG5120G</td>
<td>1</td>
<td>SOUNDOFF NFORCE TRAFFIC CONTROLLER DUAL COLOR [N/A DRIVERS SIDE, B/A PASS. SIDE]</td>
<td>591.30</td>
<td>591.30</td>
</tr>
<tr>
<td>ELUC25010W</td>
<td>2</td>
<td>UNIVERSAL UNDERCOVER LED LIGHT KIT, WHITE [ONE EA. TAIL LIGHT]</td>
<td>76.80</td>
<td>153.60</td>
</tr>
<tr>
<td>ELUC25010J</td>
<td>2</td>
<td>UNIVERSAL UNDERCOVER LED LIGHT KIT, SPLIT RED/BUE [ONE EA. TAIL LIGHT]</td>
<td>76.80</td>
<td>153.60</td>
</tr>
<tr>
<td>EGHST1WW</td>
<td>2</td>
<td>GHOST 10-30V BLACK DUAL MULTI [W/W]</td>
<td>196.20</td>
<td>392.40</td>
</tr>
<tr>
<td>EGHST1R</td>
<td>1</td>
<td>GHOST* Single Multi-Mount Light [Edge Mount, Permanent Mount &amp; 3M Super Duty Adhesive Mounts included], 10-30v - Black Housing/Red</td>
<td>97.80</td>
<td>97.80</td>
</tr>
<tr>
<td>EGHST1B</td>
<td>1</td>
<td>GHOST* Single Multi-Mount Light [Edge Mount, Permanent Mount &amp; 3M Super Duty Adhesive Mounts included], 10-30v - Black Housing/Blue</td>
<td>97.80</td>
<td>97.80</td>
</tr>
<tr>
<td>PP-PI-UTILITY</td>
<td>1</td>
<td>PLASTIX PLUS CONSOLE- PI UTILITY W/ CUT OUT FOR HAVIS POE, MOTOROLA APX6500 WITH 05 REMOTE HEAD AND SOUND OFF SIREN ETS4380R</td>
<td>552.00</td>
<td>552.00</td>
</tr>
<tr>
<td>PP-12V-USB</td>
<td>1</td>
<td>DUAL USB CHARGER 12V INPUT 5V/2.1A OUTPUT</td>
<td>27.45</td>
<td>27.45</td>
</tr>
<tr>
<td>PP-ARM</td>
<td>1</td>
<td>ARM REST PAD</td>
<td>59.28</td>
<td>59.28</td>
</tr>
<tr>
<td>PP-LITEPLGS</td>
<td>3</td>
<td>SINGLE 12 V POWER PLUG W/ COVER</td>
<td>15.54</td>
<td>46.62</td>
</tr>
<tr>
<td>DS-PAN-212-2</td>
<td>1</td>
<td>TOUGHBOK CERTIFIED DOCKING STATION FOR PANASONIC TOUGHBOK CF-19 MX/ MK5/ MK6 LAPTOPS WITH POWER SU</td>
<td>924.94</td>
<td>924.94</td>
</tr>
</tbody>
</table>

This quote is good for 30 days from date of quote.
<table>
<thead>
<tr>
<th>Part #</th>
<th>Qty</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-MD-102</td>
<td>1</td>
<td>SWING ARM WITH MOTION ADAPTER</td>
<td>247.98</td>
<td>247.98</td>
</tr>
<tr>
<td>C-HDM-204</td>
<td>1</td>
<td>POLE ONLY, TELESCOPING DEVICE, MOUNTING BASE, HEAVY DUTY MOUNT, SIDE MOUNT, 8.5&quot; HIGH, WITH SHORT H</td>
<td>133.09</td>
<td>133.09</td>
</tr>
<tr>
<td>AP-CG-Q-S22-8L</td>
<td>1</td>
<td>ANTENNA PLUS (6.8&quot; L X 1.6&quot; W) MIMO LTE/CELLULAR/PCS/GPS COMBO ANTENNA - THREADED BOLT MOUNT BLACK</td>
<td>143.55</td>
<td>143.55</td>
</tr>
<tr>
<td>PD047UIN13ION2RB</td>
<td>1</td>
<td>Black Powder Coated Steel, Standard Push Bump with Integrated, Two Hand, All 1/2 Red &amp; 1/2 Blue ION's Window Barrier VS Steel Horizontal</td>
<td>510.60</td>
<td>510.60</td>
</tr>
<tr>
<td>WKO514TU1J2H</td>
<td>1</td>
<td>EXPLORER SINGLE DRAWER CABINET TO FIT LAGUNA SEAT</td>
<td>1,121.25</td>
<td>1,121.25</td>
</tr>
<tr>
<td>DSR</td>
<td>1</td>
<td>FORD PI UTILITY SUBFRAME</td>
<td>244.00</td>
<td>244.00</td>
</tr>
<tr>
<td>PDU14-K</td>
<td>1</td>
<td>DSR RADAR</td>
<td>94.50</td>
<td>94.50</td>
</tr>
<tr>
<td>934-0863A</td>
<td>1</td>
<td>TRAFFIC CONE, ORANGE, STRION</td>
<td>5.00</td>
<td>5.00</td>
</tr>
<tr>
<td>933-00923</td>
<td>1</td>
<td>GRZ-AR HANDCUFF VERTICAL MOUNT TO FLAT PARTITION ONLY</td>
<td>294.40</td>
<td>294.40</td>
</tr>
<tr>
<td>74904</td>
<td>1</td>
<td>CUSTOM DECALS (PROVIDED BY THE GRAPHICS SHOP, CUSTOM FOR HUTTO PD)</td>
<td>1,150.00</td>
<td>1,150.00</td>
</tr>
<tr>
<td>57024</td>
<td>1</td>
<td>12&quot; STOP STICK SMT KIT, BLACK</td>
<td>656.25</td>
<td>656.25</td>
</tr>
<tr>
<td>DRTS1202</td>
<td>1</td>
<td>TINT, FRONT WINDOWS ONLY (35%)</td>
<td>90.00</td>
<td>90.00</td>
</tr>
<tr>
<td>DRT18540</td>
<td>1</td>
<td>11-C EXPLORER ROUND TUBE CLS III MITCH</td>
<td>119.63</td>
<td>119.63</td>
</tr>
<tr>
<td>DRT2923</td>
<td>1</td>
<td>Draw-Tite 118540 Trailer Wiring Harness/T-One Connector 11-C Explorer</td>
<td>33.08</td>
<td>33.08</td>
</tr>
<tr>
<td>BUY1601005</td>
<td>1</td>
<td>CLASS III BAL M W/PIN</td>
<td>12.50</td>
<td>12.50</td>
</tr>
<tr>
<td>TREMCO</td>
<td>1</td>
<td>2&quot; X 1&quot; RG-1/8 CHROME BALL, 5K</td>
<td>9.23</td>
<td>9.23</td>
</tr>
<tr>
<td>INSTALL</td>
<td>1</td>
<td>INSTALLATION</td>
<td>1,200.00</td>
<td>1,200.00</td>
</tr>
<tr>
<td>SSUPPLY</td>
<td>1</td>
<td>SHOP SUPPLIES</td>
<td>60.00</td>
<td>60.00</td>
</tr>
<tr>
<td>CT-CAP</td>
<td>1</td>
<td>COMPLETE CUSTOM HARNESS</td>
<td>130.00</td>
<td>130.00</td>
</tr>
<tr>
<td>SHIP</td>
<td>1</td>
<td>SHIPPING &amp; HANDLING</td>
<td>395.00</td>
<td>395.00</td>
</tr>
<tr>
<td>DEALER</td>
<td>1</td>
<td>DEALER PREP</td>
<td>75.00</td>
<td>75.00</td>
</tr>
<tr>
<td>INSPECT</td>
<td>1</td>
<td>ALL CAP FLEET INSTALLATIONS COME WITH AGENCY LIFETIME WARRANTY</td>
<td>30.00</td>
<td>30.00</td>
</tr>
</tbody>
</table>

This quote is good for 30 days from date of quote. Total $17,032.28
**CALDWELL COUNTRY FORD - CHEVROLET**  
800 HWY, 21 E. CALDWELL, TEXAS 77836  
BUYBOARD BID 430-13

**End User:** CITY OF HITTO  
**Caldwell Rep:** MICHAEL WILEY

**Contact:** DWAIN JONES  
**Phone/fax:** 254-773-8824 / 254-773-8808  
**Date:** Monday, January 04, 2016

**Phone/email:** 512-759-5980 / dwain.jones@huttotx.gov  
**email:** mwiley@caldwellcountry.com

---

**A. Bid Series:** 104  
**A. Base Price:** $ 25,181.00

---

**B. Published Options [Itemize each below]**

<table>
<thead>
<tr>
<th>Code</th>
<th>Options</th>
<th>Bid Price</th>
<th>Code</th>
<th>Options</th>
<th>Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>52P</td>
<td>DOOR LOCK PLUNGER</td>
<td>$ 152.00</td>
<td>K8A</td>
<td>2016 PI UTILITY AWD</td>
<td>$ 1,000.00</td>
</tr>
<tr>
<td>53M</td>
<td>SYNC SYSTEM</td>
<td>$ 280.00</td>
<td></td>
<td>3.7L FFV V6; 6-SPD AUTOMATIC</td>
<td>INCL</td>
</tr>
<tr>
<td>17T</td>
<td>CARGO DOME LIGHT</td>
<td>$ 47.00</td>
<td></td>
<td>FRONT A/C; AM/FM/CD</td>
<td>INCL</td>
</tr>
<tr>
<td>18W</td>
<td>INOP REAR WINDOWS</td>
<td>$ 18.00</td>
<td></td>
<td>CRUISE CONTROL</td>
<td>INCL</td>
</tr>
<tr>
<td>21L</td>
<td>FRONT AUX LIGHTS</td>
<td>$ 522.00</td>
<td></td>
<td>CLOTH Buckets FRONT</td>
<td>INCL</td>
</tr>
<tr>
<td>21W</td>
<td>POCKET WARNING LIGHTS</td>
<td>$ 608.00</td>
<td></td>
<td>VINYL REAR SEAT</td>
<td>INCL</td>
</tr>
<tr>
<td>43D</td>
<td>COURTESY LAMP DISABLE</td>
<td>$ 19.00</td>
<td></td>
<td>RUBBER FLOOR</td>
<td>INCL</td>
</tr>
<tr>
<td>51R</td>
<td>DRIVER SIDE LED SPOTLIGHT</td>
<td>$ 375.00</td>
<td></td>
<td>POWER WINDOWS AND LOCKS</td>
<td>INCL</td>
</tr>
<tr>
<td>59B</td>
<td>FLEET KEYED ALIKE</td>
<td>$ 47.00</td>
<td></td>
<td>REAR VIEW CAMERA</td>
<td>INCL</td>
</tr>
<tr>
<td>60A</td>
<td>GRILL WIRING</td>
<td>$ 47.00</td>
<td></td>
<td>CAP CAPQ5012 EQUIP PACKAGE</td>
<td>$ 24,716.48</td>
</tr>
<tr>
<td>61S</td>
<td>STEERING WHEEL CONTROLS</td>
<td>$ 147.00</td>
<td></td>
<td>SEE ATTACHED</td>
<td></td>
</tr>
</tbody>
</table>

**Total of B. Published Options:** $ 27,978.48

---

**C. Unpublished Options [Itemize each below, not to exceed 25%]**

<table>
<thead>
<tr>
<th>Options</th>
<th>Bid Price</th>
<th>Code</th>
<th>Options</th>
<th>Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>76R- REVERSE SENSORS</td>
<td>$ 261.00</td>
<td>BLACK</td>
<td>COLOR</td>
<td></td>
</tr>
<tr>
<td>86F- FRONT LAMP HOUSING</td>
<td>$ 118.00</td>
<td></td>
<td>120-150 DAYS WITH INSTALLATION</td>
<td>DELIVERY</td>
</tr>
<tr>
<td>86T- REAR LAMP HOUSING</td>
<td>$ 57.00</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total of C. Unpublished Options:** $ 436.00

---

**D. Pre-delivery Inspection:**

- $ -

**E. Texas State Inspection:**

- $ -

**F. Manufacturer Destination/Delivery:**

- $ -

**G. Floor Plan Interest (for in-stock and/or equipped vehicles):**

- $ -

**H. Lot Insurance (for in-stock and/or equipped vehicles):**

- $ -

**I. Contract Price Adjustment:**

- $ -

**J. Additional Delivery Charge:**

- $ -

**K. Subtotal:**

- $ 53,595.48

**L. Quantity Ordered**

- 4 x K = $ 214,381.92

**M. Trade in:**

- $ -

**N. BUYBOARD FEE PER PURCHASE ORDER**

- $ 400.00

**O. TOTAL PURCHASE PRICE WITH BUYBOARD FEE**

- $ 214,781.92
<table>
<thead>
<tr>
<th>Part #</th>
<th>Qty</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETSS1000CBKFP-BP</td>
<td>1</td>
<td>PATROL VEHICLE/2016 FORD PI UTILITY, BLACK</td>
<td>21.60</td>
<td>21.60</td>
</tr>
<tr>
<td>ETSS1000D</td>
<td>1</td>
<td>1000 SERIES SPEAKER</td>
<td>153.00</td>
<td>153.00</td>
</tr>
<tr>
<td>ENSFFSM56R</td>
<td>1</td>
<td>nFORCE FIT SURFACE MOUNT &amp; LED RED</td>
<td>94.80</td>
<td>94.80</td>
</tr>
<tr>
<td>ENSFFSM56B</td>
<td>1</td>
<td>nFORCE FIT SURFACE MOUNT &amp; LED BLUE</td>
<td>94.80</td>
<td>94.80</td>
</tr>
<tr>
<td>ETS1482R5P</td>
<td>1</td>
<td>400 SERIES 200 WATT REMOTE SIREN</td>
<td>561.00</td>
<td>561.00</td>
</tr>
<tr>
<td>ENL280J</td>
<td>1</td>
<td>60&quot; NLAB LIGHTS R/B PAIR</td>
<td>780.00</td>
<td>780.00</td>
</tr>
<tr>
<td>ENT183J</td>
<td>1</td>
<td>INTERSECTOR UNDER MIRROR/SURFACE MOUNT LIGHT W/N LINE FLASHER, 3 WEDGES, 2 CURRED SURFACE ADAPTORS, 18 LEDS, RED/BLUE</td>
<td>172.20</td>
<td>172.20</td>
</tr>
<tr>
<td>ENFLB (Bronze Edi...)</td>
<td>1</td>
<td>48&quot; nFORCE® LED Lightbar (ENFLB) w/ Take Downs &amp; Alleys - Clear Lenses with Amber, Blue, Red or White / 9 LED Inboard &amp; 18 LED Corners</td>
<td>1,663.80</td>
<td>1,663.80</td>
</tr>
<tr>
<td>ENFTCDGS1126</td>
<td>1</td>
<td>SOUNDOFF nFORCE TRAFFIC CONTROLLER DUAL COLOR (R/A DRIVERS SIDE, B/FA PASS SIDE)</td>
<td>591.30</td>
<td>591.30</td>
</tr>
<tr>
<td>ELUC250010W</td>
<td>2</td>
<td>UNIVERSAL UNDERCOVER LED LIGHT KIT, WHITE (ONE EA. TAIL LIGHT)</td>
<td>76.80</td>
<td>153.60</td>
</tr>
<tr>
<td>ELUC250010I</td>
<td>2</td>
<td>UNIVERSAL UNDERCOVER LED LIGHT KIT, SPLIT RED/BLUE (ONE EA. TAIL LIGHT)</td>
<td>76.80</td>
<td>153.60</td>
</tr>
<tr>
<td>EGHDT1WW</td>
<td>2</td>
<td>GHOST 10-30V BLACK DUAL MULTI (W/W)</td>
<td>196.20</td>
<td>392.40</td>
</tr>
<tr>
<td>EGHST1R</td>
<td>1</td>
<td>GHOST® Single Multi-Mount Light (Edge Mount, Permanent Mount &amp; 3M Super Duty Adhesive Mounts Included), 10-30V - Black Housing/Red</td>
<td>97.80</td>
<td>97.80</td>
</tr>
<tr>
<td>EGHST1B</td>
<td>1</td>
<td>GHOST® Single Multi-Mount Light (Edge Mount, Permanent Mount &amp; 3M Super Duty Adhesive Mounts Included), 10-30V - Black Housing/Blu</td>
<td>97.80</td>
<td>97.80</td>
</tr>
<tr>
<td>ARB-KIT-HD256W...</td>
<td>1</td>
<td>ARBITRATOR MK3, HD CAMERA, 900 MHZ, WIRELESS MIC, 256 GB SSD, WIRELESS 1 INTEGRATED OPTION</td>
<td>4,523.16</td>
<td>4,523.16</td>
</tr>
<tr>
<td>ARB-WV-VC31-C</td>
<td>1</td>
<td>PANASONIC: BACK SEAT CAMERA, INCLUDES CABLE</td>
<td>390.39</td>
<td>390.39</td>
</tr>
<tr>
<td>ARB-APWQ322...</td>
<td>1</td>
<td>DOBULE-WIFI ANTENNA</td>
<td>141.10</td>
<td>141.10</td>
</tr>
<tr>
<td>ARB-2565SSD</td>
<td>1</td>
<td>256GB 2.5&quot; 7MM SSD FOR ARBITRATOR</td>
<td>502.48</td>
<td>502.48</td>
</tr>
<tr>
<td>PP-PI-UTILITY</td>
<td>1</td>
<td>PLASTIX PLUS CONSOLE- PI UTILITY W/ CUT OUT FOR HAVIS POLE, MOTOROLA APM6500 WITH V5 REMOTE HEAD AND SOUND OFF SIREN ETS13380R</td>
<td>552.00</td>
<td>552.00</td>
</tr>
</tbody>
</table>

This quote is good for 30 days from date of quote.
### QUOTE

**Date**: 12/17/2015  
**Quote #:** CAPQ0012

**Employee #:** Tim Rainwater

**Job:** HUTTO, CITY OF

**Project:**

<table>
<thead>
<tr>
<th>Part #</th>
<th>Qty</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>PP-12V-USB</td>
<td>1</td>
<td>DUAL USB CHARGER 12V INPUT SW/2.1A OUTPUT</td>
<td>27.45</td>
<td>27.45</td>
</tr>
<tr>
<td>PP-ARM</td>
<td>1</td>
<td>ARM REST PAD</td>
<td>59.28</td>
<td>59.28</td>
</tr>
<tr>
<td>PP-LITEPLUG</td>
<td>3</td>
<td>SINGLE 12 V POWER PLUG W/ COVER</td>
<td>15.54</td>
<td>46.62</td>
</tr>
<tr>
<td>OS-PAN-212-2</td>
<td>1</td>
<td>TOUGHBOOK CERTIFIED DOCKING STATION FOR PANASONIC</td>
<td>924.94</td>
<td>924.94</td>
</tr>
<tr>
<td>C-MD-102</td>
<td>1</td>
<td>TOUGHBOOK CF-19 MK4/MKS/MKG LAPTOPS WITH POWER SU</td>
<td>247.98</td>
<td>247.98</td>
</tr>
<tr>
<td>C-HDM-204</td>
<td>1</td>
<td>POLE ONLY, TELESCOPING DEVICE, MOUNTING BASE, HEAVY DUTY MOUNT, SIDE MOUNT, 8 5/8&quot; HIGH, WITH SHORT H</td>
<td>133.09</td>
<td>133.09</td>
</tr>
<tr>
<td>AP-CC-CL-522-BL</td>
<td>1</td>
<td>ANTENNA PLUS (6.8&quot; L 1.6&quot; H) MIMO LTE/CENTRAL/PCS/GPS</td>
<td>143.55</td>
<td>143.55</td>
</tr>
<tr>
<td>P847UN13IQNZRR</td>
<td>1</td>
<td>COMBO ANTENNA - THREADED BOLT MOUNT BLACK</td>
<td>510.60</td>
<td>510.60</td>
</tr>
<tr>
<td>WK051411U212H</td>
<td>1</td>
<td>Window Barrier VS Steel Horizontal</td>
<td>151.43</td>
<td>151.43</td>
</tr>
<tr>
<td>PK022617U1225CA</td>
<td>1</td>
<td>RUVS C2 Coated Polycarbonate With Stotted Polycarbonate</td>
<td>729.00</td>
<td>729.00</td>
</tr>
<tr>
<td>FE45D2R8BNP</td>
<td>1</td>
<td>WINDOW PRISONER SEAT, FORD PI UTILITY, NO CARGO BARRIER</td>
<td>980.01</td>
<td>980.01</td>
</tr>
<tr>
<td>PK0316IT122NDL</td>
<td>1</td>
<td>#12 VS 2ND COATED POLY PARTITION, FITS LAGUNA SEAT W/ READY BUCKLE</td>
<td>318.06</td>
<td>318.06</td>
</tr>
<tr>
<td>DSR</td>
<td>1</td>
<td>DSR RADAR</td>
<td>3,250.00</td>
<td>3,250.00</td>
</tr>
<tr>
<td>PDU24-K</td>
<td>1</td>
<td>DSR ELECTRONICS POWER DISTRIBUTION UNIT</td>
<td>96.80</td>
<td>96.80</td>
</tr>
<tr>
<td>934-0683A</td>
<td>1</td>
<td>EXPLORER SINGLE DRAWER CABINET TO FIT LAGUNA SEAT</td>
<td>1,121.25</td>
<td>1,121.25</td>
</tr>
<tr>
<td>933-0092A</td>
<td>1</td>
<td>FORD PI UTILITY SUBFRAME</td>
<td>244.00</td>
<td>244.00</td>
</tr>
<tr>
<td>74304</td>
<td>1</td>
<td>STERRON LED WITH DC</td>
<td>94.50</td>
<td>94.50</td>
</tr>
<tr>
<td>74904</td>
<td>1</td>
<td>TRAFFIC CONE, ORANGE, STRION</td>
<td>5.00</td>
<td>5.00</td>
</tr>
<tr>
<td>475-0194</td>
<td>1</td>
<td>GR2-AR HANDCUFF VERTICAL MOUNT TO FLAT PARTITION ONLY</td>
<td>294.40</td>
<td>294.40</td>
</tr>
<tr>
<td>GRAPHICS</td>
<td>1</td>
<td>CUSTOM DECALS (PROVIDED BY THE GRAPHICS SHOP, CUSTOM FOR HUTTO PD)</td>
<td>1,150.00</td>
<td>1,150.00</td>
</tr>
<tr>
<td>53708K</td>
<td>1</td>
<td>12' STOP STICK SUV KIT, BLACK</td>
<td>655.25</td>
<td>655.25</td>
</tr>
<tr>
<td>TINT</td>
<td>1</td>
<td>TINT, FRONT WINDOWS ONLY (5%)</td>
<td>90.00</td>
<td>90.00</td>
</tr>
<tr>
<td>DRTS1202</td>
<td>1</td>
<td>11-C EXPLORER ROUND TUBE CLS III HITCH</td>
<td>119.63</td>
<td>119.63</td>
</tr>
<tr>
<td>DRT118540</td>
<td>1</td>
<td>Draw-Tite 118540 Trailer Wiring Harness/T-One Connector 11-C Explorer</td>
<td>33.08</td>
<td>33.08</td>
</tr>
<tr>
<td>DRT2923</td>
<td>1</td>
<td>CLASS III BALL MT W/ MIN</td>
<td>12.50</td>
<td>12.50</td>
</tr>
<tr>
<td>BUY1802005</td>
<td>1</td>
<td>2&quot; X 2&quot;X2-1/8&quot; CHROME BALL 5K</td>
<td>9.23</td>
<td>9.23</td>
</tr>
<tr>
<td>TREMCO</td>
<td>1</td>
<td>ANTI-THEFT</td>
<td>141.00</td>
<td>141.00</td>
</tr>
</tbody>
</table>

This quote is good for 30 days from date of quote.

**Installation Warranty**

**Temple Location**: 4715 S General Bruce Drive  
**Temple, TX 76502**  
254-773-1959

**Houston Location**: 6815 N. Shepherd Drive  
**Houston, TX 77018**  
281-203-5858

**www.capfleetupfitters.com**

Page 2
# Quote

**Date**: 12/17/2015  
**Quote #**: CAPO9012

**Job**: Hutto, City of  
**Employee N.**: Tim Rainwater

<table>
<thead>
<tr>
<th>Part #</th>
<th>Qty</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>INSTALL</td>
<td>1</td>
<td>INSTALLATION</td>
<td>1,300.00</td>
<td>1,300.00</td>
</tr>
<tr>
<td>LABOR</td>
<td>1</td>
<td>SHOP SUPPLIES</td>
<td>60.00</td>
<td>60.00</td>
</tr>
<tr>
<td>SSUPPLY</td>
<td>1</td>
<td>COMPLETE CUSTOM HARNESS</td>
<td>130.00</td>
<td>130.00</td>
</tr>
<tr>
<td>CT-CAPH</td>
<td>1</td>
<td>SHIPPING &amp; HANDLING</td>
<td>395.00</td>
<td>395.00</td>
</tr>
<tr>
<td>SHIP</td>
<td>1</td>
<td>DEALER PREP</td>
<td>75.00</td>
<td>75.00</td>
</tr>
<tr>
<td>DEALER</td>
<td>1</td>
<td>ALL CAP FLEET INSTALLATIONS COME WITH AGENCY LIFETIME WARRANTY</td>
<td>30.00</td>
<td>30.00</td>
</tr>
</tbody>
</table>

This quote is good for 30 days from date of quote.

**Total**: $24,716.48
<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>Description</th>
<th>Model</th>
<th>List Price</th>
<th>Contract Price</th>
<th>Extended</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td></td>
<td>APX6500 7/800 MHZ MID POWER MOBILE</td>
<td>M25URS9PW1 N</td>
<td>$2,344.00</td>
<td>1,664.24</td>
<td>6,656.96</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ADD: ASTRO DIGITAL CAI OPERATION</td>
<td>G806</td>
<td>$515.00</td>
<td>365.65</td>
<td>1,462.60</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ENH: SMARTZONE OPERATION APX6500</td>
<td>G51</td>
<td>$1,200.00</td>
<td>852.00</td>
<td>3,408.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ADD: ADVANCED SYSTEM KEY - HARDWARE KEY</td>
<td>QA01648</td>
<td>$5.00</td>
<td>3.55</td>
<td>14.20</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ADD: P25 TRUNKING SOFTWARE</td>
<td>G361</td>
<td>$300.00</td>
<td>213.00</td>
<td>852.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ADD: TDMA OPERATION</td>
<td>GA00580</td>
<td>$450.00</td>
<td>319.50</td>
<td>1,278.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ADD: GROUP SERVICES</td>
<td>GA09008</td>
<td>$150.00</td>
<td>106.50</td>
<td>426.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ADD: 05 CONTROL HEAD</td>
<td>G442</td>
<td>$432.00</td>
<td>306.72</td>
<td>1,226.88</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ADD: REMOTE MOUNT MID POWER</td>
<td>G67</td>
<td>$297.00</td>
<td>210.87</td>
<td>843.48</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ADD: ANT 3DB LOW-PROFILE 762-870</td>
<td>G174</td>
<td>$43.00</td>
<td>30.53</td>
<td>122.12</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ADD: KEYPAD MIC GCAI</td>
<td>W20</td>
<td>$180.00</td>
<td>127.80</td>
<td>511.20</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ADD: SPKR 15W WATER RESISTANT</td>
<td>G831</td>
<td>$60.00</td>
<td>42.60</td>
<td>170.40</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ADD: 5 YEAR SERVICE FROM THE START LITE</td>
<td>GA00318</td>
<td>$246.00</td>
<td>246.00</td>
<td>984.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ENH: OVER THE AIR PROVISIONING</td>
<td>G996</td>
<td>$100.00</td>
<td>100.00</td>
<td>400.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ADD: APX MOBILE RADIO AUTHENTICAT</td>
<td>GA01767</td>
<td>$100.00</td>
<td>100.00</td>
<td>400.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>ADD: MULTIPLE KEY ENCRYPTION OPERATION</td>
<td>W969</td>
<td>$330.00</td>
<td>330.00</td>
<td>1,320.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>MULTIKEY CREDIT</td>
<td>CREDIT</td>
<td>($330.00)</td>
<td>-330.00</td>
<td>-1,320.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>PRMO</td>
<td>PROMO</td>
<td>($300.00)</td>
<td>-300.00</td>
<td>-1,200.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>GPS INCLUDED</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL** 17,555.84
# Quote

**Quote #: 6252-01**

**Account Manager:** Herschel Sova  
**Expiry Date:** 05-Nov-16  
**Notes:** 6251-01

**To:** City of Hutto  
401 W Front St  
Hutto Texas 78634  
United States  
ATTN:Nathan Spraggins

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Model</th>
<th>Description</th>
<th>Unit</th>
<th>Extended</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.00</td>
<td>CF-3113422VM</td>
<td>DIR-TSO-2520 Win10 Pro, Intel Core i5-5300U 2.30GHz, vPro, 13.1&quot; XGA Touch, 8GB(4+4), 256GB SSD, Intel WiFi a/b/g/n/ac, TPM, Bluetooth, Dual Pass (Upper:WWAN/Lower:Selectable), 4G LTE Multi Carrier (EM7355), GPS, Emissive Backlit Keyboard, No DVD Drive, Toughbook Preferred</td>
<td>$4,526.76USD</td>
<td>$18,107.04USD</td>
</tr>
<tr>
<td>4.00</td>
<td>CF-SVCLTNF5Y</td>
<td>DIR-TSO-2520 PANASONIC : PROTECTION PLUS - LAPTOP (YEARS 1, 2, 3, 4 &amp; 5)</td>
<td>$693.37USD</td>
<td>$2,773.48USD</td>
</tr>
<tr>
<td>4.00</td>
<td>R63210004-1</td>
<td>NON Contract Omnikey 6321 - Card reader - External</td>
<td>$60.32USD</td>
<td>$241.28USD</td>
</tr>
</tbody>
</table>

**Product Total:** $21,121.80USD  
**Project Services:** $0.00USD  
**Shipping And Handling:** $0.00USD  
**Total:** $21,121.80USD

Payment Term: N30  
For questions regarding this quote, please contact your sales representative at 512-452-0651. This quote is valid for 30 days unless otherwise noted.  
These prices do NOT include taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material unless specifically listed above. All prices are subject to change without notice. Supply subject to availability.
AGENDA ITEM NO.: 7B.  
AGENDA DATE: November 17, 2016

PRESENTED BY: Seth Gipson, City Secretary

ITEM: Consideration and possible action on the meeting minutes for the October 13, 2016, October 20, 2016, and November 3, 2016 City Council Regular Meetings and the October 29, 2016 and November 4, 2016 Special Called City Council Meetings.

STRATEGIC GUIDE POLICY: Leadership

ITEM BACKGROUND: The City Council meeting minutes for the October 13, 2016, October 20, 2016, and November 3, 2016 City Council Regular Meetings and the October 29, 2016 and November 4, 2016 Special Called City Council Meetings 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 for the October 13, 2016, October 20, 2016, and November 3, 2016 City Council Regular Meetings and the October 29, 2016 and November 4, 2016 Special Called City Council Meetings.

SUPPORTING MATERIAL:
1. Draft - October 13, 2016 City Council Meeting Minutes
2. Draft - October 20, 2016 City Council Meeting Minutes
3. Draft - October 29, 2016 Special Called City Council Meeting Minutes
4. Draft - November 3, 2016 City Council Meeting Minutes
5. Draft - November 4, 2016 Special Called City Council Meeting Minutes
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 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, Charlie Crossfield, City Attorney, Randy Barker, General Services Director, Helen Ramirez, Development Services Director, Earl Morrison, Chief of Police, and Seth Gipson, City Secretary.

INVOCATION

The invocation was given by Pastor Caleb Higginbotham with New Hope Christian Church.

PLEDGE OF ALLEGIANCE

A local Cub Scout troop led the Pledge of Allegiance and the Texas Pledge.

PROCLAMATIONS

5A. Proclamation declaring October 2016 as Cyber Security Awareness Month in Hutto.

Mayor Gaul presented to the following proclamation to Max Yeste, former City Councilmember, and David Reeves, IT Manager.

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 2016, 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 13th day of October 2016.

5B. Proclamation declaring the week of October 16-22, 2016, as Friends of Libraries Week in Hutto.

Mayor Gaul presented to the following proclamation to Tara Chappell, President of the Friends of the Hutto Library, and Lisa Riggs, the Hutto Library Assistant.

Whereas, Friends of the Hutto Library raises money that enables our library to provide additional programming, much needed equipment, support for children’s summer reading, and special events throughout the year; and

Whereas, the work of the Friends highlights on an on-going basis that our library is a cornerstone of the community providing opportunities for all to engage in the joy of life-long learning and connect with the thoughts and ideas of others from ages past to the present; and

Whereas, the Friends understand the critical importance of well funded libraries and advocate to ensure that our library gets the resources it needs to provide a wide variety of services to all ages including access to print and electronic materials, along with expert assistance in research, readers’ advisory, and children’s services; and

Whereas, the Friends’ gift of their time and commitment to the library sets an example for all in how volunteerism leads to positive civic engagement and the betterment of our community.

Now, Therefore, I, DOUG GAUL, MAYOR, of the City of Hutto, do hereby proclaim October 16-22, 2016, as

“FRIENDS OF LIBRARIES WEEK”

In the City of Hutto and I urge everyone to thank them for all they do to make our library and community so much better.
Proclaimed this the 13th day of October 2016.

PUBLIC COMMENT

6A. Remarks from visitors

There were no remarks from visitors.

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.

7A. Consideration and possible action on the second and final reading of an ordinance regarding the proposed annexation of the Malone Tract, located on 63.46 acres more or less, of land located on CR 136, southwest of the intersection of FM 1660 South and CR 163.

7B. Consideration and possible action on a resolution concerning the proposed Amended Plat of Star Ranch Gattis School Road/SH 130 Subdivision Lots 1A and 3A, 28.264 acres, more or less, of land, 2 commercial lots, located within Hutto's extraterritorial jurisdiction at Gattis School Road (south boundary) and SH-130 (west boundary).

7C. Consideration and possible action on a resolution concerning the proposed Park At Brushy Creek Phase 4B Final Plat, 9.054 acres, more or less, of land, 49 single family lots, located at Fistral Drive and Pentire Way.

7D. Consideration and possible action on the meeting minutes for the August 18, 2016, September 1, 2016, and September 15, 2016 City Council Regular Meetings, the August 25, 2016 and September 22, 2016 Special Called City Council meetings, the August 27, 2016 Joint City Council, Planning and Zoning Commission, and Hutto Economic Development Corporation Board Work Session.

MOTION: Councilmember Tom Hines moved to approve items 7A-7D on the consent agenda as presented. 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.

ORDINANCES

8A. Consideration of a public hearing and possible action on the first reading of an ordinance concerning the zoning change for the Brooklands (Hutto 150) property, located on 161.80 acres, more or less, of land, out of the William Gatlin Survey, Abstract No. 271, 63.46 acres of Agriculture Land are being added to the existing SmartCode zoned 98.34 acres resulting in an amended SmartCode Regulating Plan for the entire site.

Helen Ramirez, Development Services Director, made the staff presentation. Mrs. Ramirez provided an overview of the proposed development including the Transect Plan, area designed for open space, thoroughfare plan, and the percentage of commercial and residential development.

Mrs. Ramirez highlighted that the purpose of this item was to consider the overall zoning of the property.

Mayor Gaul opened the public hearing at 7:29 p.m.

- Lisa pollard – 4217 Prickly Pear Dr. – briefly spoke on the proposed layout of the development.
- Daire O’Ceallag – spoke in support of the development.

There being no further public comment, Mayor Gaul closed the public hearing at 7:31 p.m.

Following public comment, there was discussion concerning conducting a Traffic Impact Analysis and the time frame for commercial development.

MOTION: Mayor Pro-tem Michael Smith moved to approve the first reading of an ordinance concerning the zoning change for the Brooklands (Hutto 150) property, located on 161.80 acres, more or less, of land, out of the William Gatlin Survey, Abstract No. 271, 63.46 acres of Agriculture Land are being added to the existing SmartCode zoned 98.34 acres resulting in an amended SmartCode Regulating Plan for the entire site. 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 Bettina Jordan

Nays: Councilmember Lucio Valdez

Abstain: None
Absent: None
ACTION: The motion carried with 6 ayes and 1 nays.

WORK SESSION

9A. Work session to discuss updates to the City Council Protocol Policy.

Seth Gipson, City Secretary, made the staff presentation. In 2015, the Leadership and Legislative Subcommittee reviewed the Council Relations Policy and identified other policies that had been established throughout the years. They codified those policies into one document called the City Council Protocol Policy, which was approved in August 2015.

Since that time, staff has reviewed the policy and identified several items that require updating. Mr. Gipson presented the recommended changes, which included correcting grammatical errors, updating terminology, and removing the subcommittee structure and replacing it with a process for appointing boards and commissions. The City Council discussed potential processes that utilized a subcommittee and one that involved the entire council in the interview process. The Mayor stated that he would work with staff to develop a process and bring it back to the City Council for final approval.

EXECUTIVE SESSION


10B. 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 City Council recessed into executive session at 8:05 p.m.

The City Council reconvened into regular session at 11:08 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:10 p.m.

CITY OF HUTTO, TEXAS

__________________________
Doug Gaul, Mayor

ATTEST:

__________________________
Seth Gipson, City Secretary
The Hutto City Council met in a regular session on Thursday, October 20, 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 7:00 p.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, Charlie Crossfield, City Attorney, Helen Ramirez, Development Services Director, Scot Stromsness, Public Works Director, Earl Morrison, Chief of Police, and Seth Gipson, City Secretary.

INVOCATION

The invocation was given by Chief of Police Earl Morrison.

PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT

5A. Remarks from visitors

There were no remarks from visitors.

ORDINANCES

6A. Consideration and possible action on the second and final reading of an ordinance concerning the zoning change for the Brooklands (Hutto 150) property, located on 161.80 acres, more or less, of land, out of the William Gatlin Survey, Abstract No. 271, 63.46 acres of Agriculture Land are being added to the existing SmartCode zoned 98.34 acres resulting in an amended SmartCode Regulating Plan for the entire site.
**MOTION:** Mayor Pro-tem Michael Smith moved to approve the second and final reading of the ordinance concerning the zoning change for the Brooklands (Hutto 150) property. 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>

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

**RESOLUTIONS**

7A. Consideration and possible action on a resolution concerning the issuance of a Purchase Order to HACH Company for the purchase of three Ammonia Monochloramine Analyzers for the Carl Stern, North West and Frame Switch water facilities.

Scot Stromsness, Public Works Director, made the staff presentation. The purchase of this item was approved in the adoption of the FY16-17 Budget. The machine samples continuously at each of the water distribution facilities. The readings help operators maintain the proper disinfection residuals, as water is entering the distribution system. Analyzers save the city money by not over adding additional disinfection chemicals, maintain safe and effective residuals, provide year round monitoring, keeps the city compliant with the Texas Commission on Environmental Quality Nitrification Action Plan as well as efficiently providing process control.

**MOTION:** Councilmember Tom Hines moved to approve the resolution authorizing the purchase of three Ammonia Monochloramine Analyzers. 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.

WORK SESSION

9A. Work session regarding the development review process.

Helen Ramirez, Development Services Director, provided an overview of the development review process for major subdivisions and new construction/expansion.

Within the presentation Mrs. Ramirez guided the City Council through four scenarios ranging from an infill project to commercial finish outs that detailed the process from submittal to final approval.

The presentation concluded with what Development Services is doing to become more flexible, adaptable, and customer orientated. Mrs. Ramirez also highlighted that the number of permits issued in 2016 has surpassed the number of permits issued in 2013, 2014, and 2015.

Discussion ensued concerning the SmartCode, Future Land-Use Map, development agreements, and the development of the City's current codes.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:04 p.m.

CITY OF HUTTO, TEXAS

______________________________
Doug Gaul, Mayor

ATTEST:

______________________________
Seth Gipson, City Secretary
The Hutto City Council met in a regular session on Saturday, October 29, 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 8:00 a.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, Helen Ramirez, Development Services Director, Scot Stromsness, Public Works Director, Earl Morrison, Chief of Police, Larry Foos, Parks and Recreation Director, Melanie Hudson, Finance Director, Amy McGlothlin, Human Resources Director, Randy Barker, General Services Director, and Seth Gipson, City Secretary.

PUBLIC COMMENT

3A. Remarks from visitors

There were no remarks from visitors.

WORK SESSION

4A. Discussion regarding alignment of the strategic plan and comprehensive plan goals and priorities.

Jason Gray, with JD Gray Group, led the City Council and the City’s Leadership Team through a discussion that outlined the current 2040 Comprehensive Plan and the 2035 Strategic Guide. The presentation included how those documents should interact and how they should guide the organization in order to accomplish the vision.

As the work session progressed, the focus transitioned to what the organization should achieve and the process to align the guiding documents, so that those goals outlined by City Council are accomplished.

The City Council began to identify potential core beliefs, important points to emphasize, and brainstorming vision statements ideas.
EXECUTIVE SESSION

5A. 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 City Council did not recess into executive session.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:00 p.m.

CITY OF HUTTO, TEXAS

__________________________
Doug Gaul, Mayor

ATTEST:

__________________________
Seth Gipson, City Secretary
The Hutto City Council met in a regular session on Thursday, November 3, 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 7:00 p.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, Charlie Crossfield, City Attorney, Randy Barker, General Services Director, Earl Morrison, Chief of Police, and Seth Gipson, City Secretary.

INVOCATION

The invocation was given by 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 week of November 7-11, 2016, as Municipal Court Week.

Mayor Gaul presented this proclamation to Judge Lucas Wilson, Lea Ness, Municipal Court Clerk, and Taffenie Walton, Deputy Court Clerk.

Whereas, more people, citizens and non-citizens alike, come in personal contact with municipal courts than all other Texas courts combined; and

Whereas, Municipal Judges and court support personnel have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and conform to the standards set by the Canons of Judicial Conduct; and
Whereas, the Municipal Courts play a significant role in preserving the quality of life in Texas communities through the adjudication of traffic offenses, ensuring a high level of traffic safety for our citizens; and

Whereas, the Municipal Judges and Clerks continually strive to improve the administration of justice through participation in judicial education programs, seminars, workshops, and the annual meetings of their state and local professional organizations; and

Whereas, it is most appropriate that we recognize the accomplishments of the over 900 Texas Municipal Courts and salute their critical role in preserving public safety, protecting the quality of life in Texas communities, and deterring future criminal behavior.

Now Therefore, I, DOUG GAUL, MAYOR, of the City of Hutto hereby proclaim the week of November 7 - 11, 2016, as

“MUNICIPAL COURT WEEK”

in Hutto, and further extend appreciation to all Municipal Judges and Court Support Personnel for the vital services they perform and their exemplary dedication to our community.

Proclaimed this 3rd day of November 2016.

PUBLIC COMMENT

6A. Remarks from visitors

There were no remarks from visitors.

ORDINANCES


Charlie Crossfield, City Attorney, gave the staff presentation which outlined the written changes that are necessary to comply with Texas Local Government Code, Chapter 214.

Mayor Gaul opened the public hearing at 7:09 p.m.

There being no public comment the public hearing was closed at 7:09 p.m.

There was a brief discussion concerning the powers and duties of the building official and whether the building official has to obtain authorization before performing an inspection on private property without the property owner’s consent.
MOTION: Councilmember Nathan Killough moved to approve the first reading of the ordinance amending the Code of Ordinances (2014 Edition), Chapter 6, Article 6.03: Unsafe Buildings with the addition of the legal requirement for an official to obtain a warrant before performing an inspection on private property. 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.

7B. Consideration and possible action on the first reading of an ordinance amending the composition and miscellaneous provisions of Chapter 2, Article 2.02 Board, Commissions, and Authorities, Section 2.02.003 Appointments; Vacancies of the Code of Ordinances (2014 Edition).

Seth Gipson, City Secretary, gave the staff presentation. The City Council has been reviewing policies and procedures pertaining to the appointments of board and commission members. Currently, the code of ordinances states that the City Council will appoint the chair and vice chair of each board and commission, as stated in Article 2.02 Boards, Commissions, and Authorities, Section 2.02.003 (b) Appointments; Vacancies. The council wishes to amend the current procedure, so that each board and commission will select their own chair and vice chair.

The proposed amendment will make the desired change so that the members of the board or commission will select their own chair and vice chair by a vote of the membership but also allows the City Council to make the appointment if necessary.

Discussion ensued concerning the proposed wording and its meaning. Several other options were presented and discussed.

MOTION: Councilmember Anne Cano moved to approve the first reading of the ordinance amending the composition and miscellaneous provisions of Chapter 2, Article 2.02 Board, Commissions, and Authorities, Section 2.02.003 Appointments; Vacancies of the Code of Ordinances (2014 Edition). Mayor Pro-tem Michael Smith seconded the motion.

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

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

**RESOLUTIONS**

8A. Consideration and possible action on a resolution concerning a Finance Contract with US Bancorp Government Leasing & Finance for the purpose of procuring vehicles and equipment for the City of Hutto.

Randy Barker, General Services Director, made the staff presentation. The City of Hutto is requesting to enter into a lease agreement with US Bancorp Government Leasing & Finance for a five (5) year lease not to exceed $410,000 to purchase one (1) Building Inspector pickup truck for Development Services, one (1) top dresser for Parks & Recreation, one (1) Ford F450 with crane attachment for Public Works and four (4) patrol vehicles for the Police Department.

**MOTION:** Councilmember Tom Hines moved to approve the resolution concerning a Finance Contract with US Bancorp Government Leasing & Finance for the purpose of procuring vehicles and equipment for the City of Hutto. Mayor Pro-temp Michael Smith 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.

8B. Consideration and possible action on a resolution amending and readopting the City Council Protocol Policy.

Seth Gipson, City Secretary, made the staff presentation which outlined the proposed minor changes in grammar and terminology and the process which Mayor Gaul developed for making appointments to boards and commissions.
The process utilized a council subcommittee to review applications and conduct interviews, but allowed for all councilmembers to submit comments concerning the applicants.

The City Council discussed other potential options for these types of appointments and the consensus was the keep the structure, but strike the subcommittee and have the entire City Council review and interview board and commission applicants.

**MOTION:** Councilmember Tom Hines moved to approve the resolution amending and readopting the City Council Protocol Policy with the amendments discussed. Councilmember Nathan Killough seconded the motion.

**VOTE:**

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

| Nays:  | None |
| Abstain: | None |
| Absent: | None |

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

**EXECUTIVE SESSION**

9A. **Executive Session as authorized by §551.074, Texas Government Code, Personnel Matters:** to conduct interviews with the finalists for the position of City Manager for the City of Hutto.

The City Council recessed into executive session at 7:40 p.m.

The City Council reconvened into regular session at 9:36 p.m.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:36 p.m.

CITY OF HUTTO, TEXAS

________________________
Doug Gaul, Mayor

ATTEST:

________________________
Seth Gipson, City Secretary
The Hutto City Council met in a regular session on Friday, November 4, 2016, in room A208 of the East Williamson County Higher Education Center, located at 1600 Innovation Blvd., Hutto, Texas 78634.

CALL SESSION TO ORDER

Mayor Gaul called the session to order at 7:30 a.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.

EXECUTIVE SESSION

3A. Executive Session as authorized by Section 551.074, Texas Government Code, Personnel Matters: To conduct interviews with finalists for the position of City Manager for the City of Hutto.

The City Council recessed into executive session at 7:30 a.m.

The City Council reconvened into regular session at 3:29 p.m.

ACTION RELATIVE TO EXECUTIVE SESSION

4A. Consideration and possible action concerning the selection of the new City Manager and/or direction to staff regarding the position of City Manager.

MOTION: Councilmember Tom Hines moved to authorize the Mayor and the City Attorney to negotiate a contract pursuant to discussion in executive session. Councilmember __________ 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.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:31 p.m.

CITY OF HUTTO, TEXAS

______________________________
Doug Gaul, Mayor

ATTEST:

______________________________
Seth Gipson, City Secretary

STRATEGIC GUIDE POLICY: Public Safety

ITEM BACKGROUND:
Under the direction from the City Attorney the following amendments to the Code of Ordinances, Chapter 6, Article 6.03: Unsafe Buildings are necessary in order to comply with the Texas Local Government Code, Chapter 214.

These changes require city staff to issue written notification to each owner, mortgagee, and lienholder for a property deemed as dangerous or unsafe. Prior to this amendment notification was only required to be issued to the property owner.

The amendment also gives the Building and Standards Commission the authority to declare a building/structure unsafe. Prior to this amendment, City Council was the deciding governmental body that would declare a building/structure unsafe. The amendment also allows the Commission to grant time for the repair of the building/structure not to exceed 90 days.

Since the first reading, language was added in Section 3.03.005 (a) clarifying that the building official must obtain a search warrant prior to performing an inspection on private property without the property owner’s permission.

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

BUDGETARY AND FINANCIAL SUMMARY:
Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:
Not applicable.
CITY ATTORNEY REVIEW:
The City Attorney has approved the process as to form.

STAFF RECOMMENDATION:
Staff recommends that the Council approve the second and final reading of the ordinance.

SUPPORTING MATERIAL:
1. Public Hearing - Notice - Ch. 6, Art. 6.03: Unsafe Buildings
2. Ordinance - Ch. 6, Art. 6.03: Unsafe Buildings
3. Supporting Documents - Ch. 6, Art. 6.03: Unsafe Buildings (Legal Red-Line)
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:

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS AMENDING THE CODE OF ORDINANCES (2014 EDITION), CHAPTER 6, ARTICLE 6.03: UNSAFE BUILDINGS, PROVIDING FOR A PUBLICATION CLAUSE, SEVERABILITY CLAUSE, REPEALING CLAUSE, OPEN MEETINGS CLAUSE, PENALTY CLAUSE AND EFFECTIVE DATE.

A public hearing will be held on November 17, 2016 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 30, 2016
ORDINANCE NO.

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS AMENDING THE CODE OF ORDINANCES (2014 EDITION), CHAPTER 6, ARTICLE 6.03: UNSAFE BUILDINGS, PROVIDING FOR A PUBLICATION CLAUSE, SEVERABILITY CLAUSE, REPEALING CLAUSE, OPEN MEETINGS CLAUSE, PENALTY CLAUSE AND EFFECTIVE DATE.

WHEREAS, an amendment has been presented to the City Council of the City of Hutto, Texas to amend the Code of Ordinances (2014 Edition), Chapter 6, Article 6.03: Unsafe Buildings; and;

WHEREAS, on the 3rd day of November, 2016, after proper notification, the City Council held a public hearing on the proposed amendment, and;

WHEREAS, the City Council determines that the amendments provided for herein promote the health, safety, morals and protects and preserves the general welfare of the community, and;

WHEREAS, each and every requirement set forth in Chapter 211, Sub-Chapter A., Texas Local Government Code, concerning public notices, hearings, and other procedural matters has been fully complied with.

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

SECTION I.

1.

That Chapter 6, Article 6.03: Unsafe Buildings, Code of Ordinances of the City of Hutto, Texas, is hereby amended as follows:

Sec. 6.03.002 Definitions

Chief appointing authority. Deleted in its entirety.

Department. The building department or other agency charged with the enforcement of this article City of Hutto Development Services Department.

Minimum housing standard. Those standards found in the city’s adopted standard building, electrical, plumbing, gas, mechanical, building and fire prevention codes and any other housing and structure regulations adopted under Chapter 214 of the Texas Local Government Code.

Office of the recorder. Deleted in its entirety.

Owner. Any person, agent, firm, or corporation, or other entity having a legal or equitable interest in the property.

Responsible parties. The owner, occupant or person in custody of the building or structure, and any mortgagee or lienholder.

Structure. Anything constructed or erected which requires location on the ground or is attached to something having a location on the ground including, but not limited to, signs, fences, walls, poles, and buildings, whether of a temporary or permanent nature. That which is built or constructed.

Unsafe building. Deleted in its entirety and replaced with the following:
Any structure or building located within the incorporated limits of the city which has any of the following defects shall be deemed a substandard or unsafe building or structure and constitute a hazard to health, safety and welfare of the citizens:

(a) In such a state or condition of repair or disrepair that all or any of the following conditions exist:

(1) Walls or other vertical structural members list, lean, or buckle;
(2) Damage or deterioration exists to the extent that the building is unsafe;
(3) Loads on floors or roofs are improperly distributed or the floors or roofs are of insufficient strength to be reasonably safe for the purposes used;
(4) Damage by fire, wind, or other cause has rendered the building or structure dangerous to life, safety, morals, or the general health and welfare of the occupants or the people of the city;
(5) The building or structure is so dilapidated, substandard, decayed, unsafe, unsanitary or otherwise lacking in the amenities essential to decent living or use that the same is unfit for human habitation or occupancy, or is likely to cause sickness, disease or injury or otherwise to constitute a detriment to the health, morals, safety or general welfare of those persons assembled, working or living therein or is a hazard to the public health, safety and welfare.
(6) Light, air, and sanitation facilities are inadequate to protect the health, morals, safety or general welfare of persons who assemble, work or live therein;
(7) Stairways, fire escapes, and other facilities of egress in case of fire or panic are inadequate;
(8) Part or appendages of the building or structure are so attached that they are likely to fall and injure persons or property; or
(9) The building or structure does not meet the minimum housing standards as set forth herein.

(b) Dilapidated, substandard, or unfit for human habitation and a hazard to the public health, safety and welfare of the city’s residents;

(c) Regardless of its structural condition, the building is unoccupied by its owners, lessees, or other invitees and is unsecured from unauthorized entry to the extent that it could be entered or used by vagrants or other uninvited persons as a place of harborage or could be entered or used by children; or

(d) Boarded up, fenced or otherwise secured in any manner if:

(1) The building constitutes a danger to the public even though secured from entry; or
(2) The means used to secure the building are inadequate to prevent unauthorized entry or use of the building to the extent it could be entered or used by vagrants or other uninvited persons as a place of harborage or could be entered or used by children;

Sec. 6.03.003 Scope Unsafe buildings declared a nuisance
The provisions of this article shall apply to all unsafe buildings or structures, as herein defined, and shall apply equally to new and existing conditions. (2007 Code, sec. 3.09.003)
(a) It shall be unlawful for any person to maintain or permit the existence of any substandard or unsafe building in the city; and it shall be unlawful for any person to permit the same to remain in such condition.

(b) All substandard or unsafe buildings are hereby declared to be public nuisances and shall be abated by repair, rehabilitation, demolition or removal in accordance with procedures provided in this article.

(c) The building official, as defined herein, shall enforce the provisions of this article.

Sec. 6.03.004 Administrative organization

(a) Enforcement officer. The provisions of this article shall be enforced by the building official or that person’s designated representative.

(b) Restrictions on employees. An officer or employee connected with the department shall not have a financial interest in the furnishing of labor, material or appliances for the construction, alteration, demolition, repair or maintenance of a building, or in the making of plans or of specifications therefor, unless he is the owner of such building. Such officer or employee shall not engage in any work which is inconsistent with his or her duties or with the interests of the department.

(e) Records. The building official shall keep, or cause to be kept, a record of the business of the department. The records of the department shall be open to public inspection.

(2007 Code, sec. 3.09.004)

Sec. 6.03.005 Powers and duties of building official

(a) Right of Entry.

(1) The building official or that person’s authorized representative may enter any building, structure or premises at all times to make an inspection or enforce any of the provisions of this article.

(2) When entering a building, structure or premises that is occupied, the building official shall first identify himself or herself, present proper credentials, and request entry. If the building, structure or premises is unoccupied, a reasonable effort shall first be made to locate the owner or other persons having charge of the building and demand entry. If entry is refused, the building official or that person’s authorized representative shall have recourse to every remedy provided by law to secure entry.

(3) No person, owner or occupant of any building or premises shall fail, after proper credentials are displayed, to permit entry into any building or unto any property by the building official or that person’s authorized agent for the purpose of inspections pursuant to this article. Any person violating this subsection shall be prosecuted within the limits of the law as established by the proper governing authority.

(b) Inspections. The building official, the fire official and other authorized representatives are hereby authorized to make such inspections and take such actions as may be required to enforce the provisions of this article.

(c) Requirements not covered by this article. Any requirement not specifically covered by this article but which is necessary for the strength or stability of an existing or proposed building or structure or for the safety or health of the occupants thereof shall be determined by the building official.
The building official shall inspect, or cause to be inspected, every building, or portion thereof, reported to be unsafe. If such building, or any portion thereof, is determined to be unsafe, the building official shall give the responsible parties notice in accordance with the requirements set forth in sections 6.03.006 and 6.03.007 of this article. The building official shall further:

(a) Inspect or cause to be inspected, when necessary, any building or structure within the incorporated limits of the city, including public buildings, schools, halls, churches, theaters, hotels, tenements, or apartments, multifamily residences, single-family residences, garages, warehouses, and other commercial and industrial structures of any nature whatsoever for the purpose of determining whether any conditions exist which render such places a “dangerous building” or “substandard or unsafe building” as defined herein. Notwithstanding the foregoing, the building official must obtain a search warrant prior to performing an inspection on private property without the property owner’s permission.

(b) Inspect the exterior of any building, wall, or structure about which complaints have been filed by any person to the effect that a building, wall, or structure is or may be existing in violation of this article. Notwithstanding the foregoing, the building official must obtain a search warrant prior to performing an inspection on private property without the property owner’s permission.

(c) Report to the building and standards commission any noncompliance with the minimum standards set forth in this article. The city building official shall obtain from the building and standards commission a hearing date for a public hearing in front of the building and standards commission on any structure believed to be a dangerous building or substandard or unsafe building and shall provide the building and standards commission with copies of the written notice to persons with interests in the property as provided for in section 6.03.006 hereof.

(d) Appear at all hearings conducted by the building and standards commission and testify as to the condition of dangerous buildings, substandard or unsafe buildings within the city.

(e) Place a notice on all dangerous buildings reading as follows: “This building has been found to be a dangerous building by the City of Hutto Building Official. This notice is to remain on this building until it is repaired, vacated, or demolished in accordance with the notice which has been given to the owner(s), occupant(s) and person(s) with interests in the property as shown by the records of the City Secretary and the Tax Appraisal District. It is unlawful to remove this notice until such notice is complied with as determined by the Building Official.”

(f) Perform the other requirements with respect to notification of public hearings as are set forth more specifically in this article.

(g) Liability. Any officer or employee or member of the building and standards commission or city council charged with the enforcement of this article, acting for the applicable governing body in the discharge of duties, shall not thereby render himself or herself liable personally, and he/she is hereby relieved from all personal liability for any damage that may accrue to persons or property as a result of any act required or permitted in the discharge of duties. Any suit brought against any officer or employee because of such act performed in the enforcement of any provision of this article shall be defended by the legal department of the applicable governing body until the final termination of the proceedings.

(e) Reports. The building official shall annually submit a report to the chief administrator of the decisions rendered by the city council during the preceding year. The report shall include a summary of the decisions of the city council during said year.

(2007 Code, sec. 3.09.005)
Sec. 6.03.006  Violations; penalty  Notice to repair required
Deleted in its entirety and replaced with the following:
(a) Should the building official determine that any building or structure within the incorporated limits of the city is a dangerous building or unsafe building he/she shall cause written notification to be sent, by certified mail, to the owner and all other persons having an interest in the building after a diligent effort to discover each owner, mortgagee, and lienholder. Such notice shall contain:

(1) A description of the building or structure deemed unsafe and its location.
(2) A statement of the particulars which make the building or structure a dangerous building.
(3) Notice of the date and time of a public hearing before the building and standards commission to determine whether the building complies with the standards set out in this article.
(4) A statement that the owner, lienholder, mortgagee, or persons with a legal interest in the building will be required to submit at the hearing period proof of the scope of any work that may be required to comply with this article and the amount of time it will take to reasonably perform the work.

Such notice shall be served upon the responsible parties as set out in this article.
(b) The requirements to make a diligent effort, to use its best efforts, or to make a reasonable effort to determine the identity and the address of an owner, a lienholder, or a mortgagee, are satisfied if the municipality searches the following records:

(1) County real property records of the county in which the building is located;
(2) Appraisal district records of the appraisal district in which the building is located;
(3) Records of the secretary of state;
(4) Assumed name records of the county in which the building is located;
(5) Tax records of the city; and
(6) Utility records of the city.

Sec. 6.03.007  Alterations, repairs or rehabilitation work  Sufficiency of notice
Deleted in its entirety and replaced with the following:
A notice to repair and a notice of a public hearing pursuant to this article shall be deemed properly served upon the responsible parties if a copy thereof is:
(a) Served upon him/her personally;
(b) Sent by registered/certified mail, return receipt requested, to the last known address of such persons as shown on the records of the city;
(c) Published at least twice within a 10-day period in a newspaper of general circulation, in the county in which the building is located if personal service cannot be obtained and the owner’s post office address is unknown; or
(d) Posted on or near the front door of the building if personal service cannot be obtained and the owner’s post office address is unknown.

Sec. 6.03.008  Existing and historic buildings within fire districts  Duties of the building and standards commission
The building and standards commission shall:

(a) Schedule and hold a hearing and hear testimony from the building official, the owner and other persons having an interest in the dangerous building, and any person desiring to present factual evidence relevant to the unsafe building. Such testimony shall relate to the determination of the question of whether the building or structure in question is a dangerous building and the scope of any work that may be required to comply with this article and the amount of time it will take to reasonably perform the work. The owner or a person having an interest in the dangerous building shall have the burden of proof to demonstrate the scope of any work that may be required to comply with this article and the time it will take to reasonably perform the work.

(b) Upon conclusion of the hearing, the building and standards commission shall determine whether the building or structure in question is a dangerous building. Upon a determination that the building or structure in question constitutes a dangerous building, the building and standards commission shall issue an order:

(1) Containing an identification of the building and the property on which it is located;
(2) Making written findings of the violations of the minimum standards that are present at the building;
(3) Requiring the owner and persons having an interest in the building to repair, vacate, or demolish the building within thirty (30) days from the issuance of such order, unless the owner or a person with an interest in the building establishes at the hearing that the work cannot reasonably be performed within thirty (30) days, in which instance the building and standards commission shall specify a reasonable time for the completion of the work; and
(4) Containing a statement that the city will vacate, secure, remove, or demolish the dangerous building and relocate the occupants of the building if the ordered action is not taken within the time specified by the building and standards commission.

(c) If repair or demolition is ordered, the building and standards commission shall send a copy of the order by certified mail to the owner and all persons having an interest in the property, including all identifiable mortgagees and lienholders within a reasonable period of time after the hearing. Within ten (10) days after the date that the order is issued, the city shall:

(1) File a copy of the order in the office of the municipal secretary; and
(2) Publish in a newspaper of general circulation in the municipality in which the building is located a notice containing:

   (A) The street address or legal description of the property;
   (B) The date of the hearing;
   (C) A brief statement indicating the results of the order (may be a copy of the order); and
   (D) If not provided in the notice, instructions stating where a complete copy of the order may be obtained.

(d) If the building and standards commission allows the owner or a person with an interest in the dangerous building more than thirty (30) days to repair, remove, or demolish the building, the building and standards commission in its written order shall establish specific time schedules for the
commencement and performance of the work and shall require the owner or another person having an interest in the legal title to the property to secure the property in a reasonable manner from the unauthorized entry while the work is being performed. The securing of the property shall be in a manner found to be acceptable by the city building official.

(e) The building and standards commission may not allow the owner or person with an interest in the dangerous building more than ninety (90) days to repair, remove or demolish the building or fully perform all work required to comply with the written order unless the owner or person:

(1) Submits a detailed plan and time schedule for the work at the hearing; and
(2) Establishes at the hearing that the work cannot reasonably be completed within ninety (90) days because of the scope and complexity of the work.

(f) If the building and standards commission allows the owner or person with an interest in the dangerous building more than ninety (90) days to complete any part of the work required to repair, remove, or demolish the building, the building and standards commission shall require the owner or person with an interest in the dangerous building to regularly submit progress reports to the building and standards commission to demonstrate that the owner or person with an interest in the dangerous building has complied with the time schedules established for commencement and performance of the work. The written order may require that the owner or person with an interest in the building appear before the city building official to demonstrate compliance with the time schedules.

(g) In the event the owner or a person with an interest in a dangerous building fails to comply with the order within the time specified therein, the city may cause any occupants of the dangerous building to be relocated, and may cause the dangerous building to be secured, removed, or demolished at the city’s expense. The city may assess the expenses on, and impose a lien against, unless it is a homestead as protected by the Texas Constitution, the property on which the dangerous building was located. The lien is extinguished if the property owner or a person having an interest in the building reimburses the city for its expenses. The lien arises and attaches to the property at the time the notice of the lien is recorded and indexed in the office of the county clerk. The notice of lien must contain the name and address of the owner of the dangerous building if that information can be determined by a diligent effort, a legal description of the real property on which the building was located, the amount of expenses incurred by the city, and the balance due. Such lien is a privileged lien subordinate only to tax liens and all previously recorded bona fide mortgage liens attached to real property.

(h) In addition to the authority set forth in subsection (f) above, after the expiration of the time allotted in the order for the repair, removal, or demolition of a dangerous building, the city may repair the building at its expense and assess the expenses on the land on which the building stands or to which it is attached. The repairs contemplated by this section may only be accomplished to the extent necessary to bring the building into compliance with the minimum standards established by this article, and to the extent such repairs do not exceed minimum housing standards. The city shall follow the procedures set forth in subsection (g) above for filing a lien on the property on which the building is located.

Sec. 6.03.009  Maintenance requirements Assessment of expenses and penalties

Deleted in its entirety and replaced with the following:

(a) If the time allotted for the repair, removal or demolition of a building under this article has expired, then the building and standards commission may, in addition to the authority granted under
Chapter 214 of the Texas Local Government Code, and the foregoing sections of this article, do the following:

(1) Order the repair of the building at the city’s expense and assess the expenses on the land on which the building stands or to which it is attached;

(2) Assess a civil penalty of up to $1,000.00 per day against the responsible party for failure to repair, remove, or demolish the building, unless the property is the owner’s lawful homestead, in which case the civil penalty shall not exceed $10.00 per day for each violation. In order to assess a penalty under this section, the city must prove the property owner was notified of the requirements of this article and the owner’s need to comply with the requirements; and after notification the property owner committed an act in violation of this article or failed to take an action necessary for compliance with this article; or

(3) Authorize the city building official to invite at least two (2) or more building contractors to make estimates pertaining to the needed repair, removal, or demolition of a building. The building official shall cause to be made an assessment of expenses, and may also recommend civil penalties, based on such estimates. The building official shall endeavor to minimize the expense of any building repairs, removal, or demolitions order pursuant to this article.

(b) The city may repair a building under subsection (a) only to the extent necessary to bring the building into compliance with the minimum standards of the city.

(c) The city shall impose a lien against the land on which the building stands or stood, unless it is a homestead as protected by the Texas Constitution, to secure the payment of the repair, removal, or demolition expenses or the civil penalty. Promptly after imposition of the lien, the city shall file for record, in recordable form in the office of the county clerk, a written notice of the imposition of the lien. The notice shall contain a legal description of the land.

(d) The city’s lien to secure the payment of a civil penalty or the costs of repairs, removal, or demolition is inferior to any previously recorded bona fide mortgage lien attached to the real property to which the city’s lien attaches if the mortgage lien was filed for record in the office of the county clerk before the date the civil penalty is assessed or the repair, removal, or demolition is begun by the city. The city’s lien is superior to all other previously recorded judgement liens.

(e) Any civil penalty or other assessment imposed under this section accrues interest at the rate of 10 percent a year from the date of the assessment until paid in full. The city may further file with the district clerk a copy of an ordinance assessing a civil penalty pursuant to this article.

(f) In any judicial proceeding regarding enforcement of the city’s rights under this section, the prevailing party is entitled to recover reasonable attorney’s fees as otherwise provided by statute.

(g) A lien acquired under this section by the city for repair expenses may not be foreclosed if the property on which the repairs were made is occupied as a residential homestead by a person 65 years of age or older.

Sec. 6.03.010 Inspection; notice of noncompliance Violations

Deleted in its entirety and replaced with the following:

(a) The owner of any unsafe building or dangerous building who shall fail to comply with any notice or order to repair, vacate or demolish said building or structure, such notice or order given by the authority of the building and standards commission shall be guilty of a misdemeanor.
(b) An occupant or lessee in possession of any unsafe building or dangerous building who fails to comply with any notice or order to vacate such building and fails to repair such building in accordance with an order given by the building and standards commission shall be guilty of a misdemeanor.

(c) Any person removing the notice of a dangerous building as provided for in section 6.03.005 of this article, shall be guilty of a misdemeanor.

(d) Except as set out in section 6.03.009 above, the violation of any provision of this article shall be unlawful and a misdemeanor offense punishable by a fine not to exceed two thousand dollars ($2,000.00). Each day a violation of this article continues shall constitute a separate offense.

Sec. 6.03.011 Rules of procedure for public hearing Chapter 214

Deleted in its entirety and replaced with the following:

Chapter 214 of the Texas Local Government Code is hereby adopted by the city and made a part of this article. In the event of any conflict or inconsistency between the terms and provisions of this article and Chapter 214, the terms and provisions of Chapter 214 shall govern and control.

Sec. 6.03.012 Compliance Deleted in its entirety.

Sec. 6.03.013 Recovery of city’s costs Deleted in its entirety.

SECTION II. Publication Clause

The City Secretary of the City of Hutto is hereby authorized and directed to publish the caption of this ordinance in the manner and for the length of time prescribed by law.

SECTION III. Severability Clause

The provisions of this ordinance are severable, and if any sentence, section, or other parts of this ordinance should be found to be invalid, such invalidity shall not affect the remaining provisions, and the remaining provisions shall continue in full force and effect.

SECTION IV. Repealing Clause

All ordinances and resolutions and parts thereof in conflict herewith are hereby expressly repealed insofar as they conflict.

SECTION V. Open Meeting Clause

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

SECTION VI. Effective Date
This ordinance shall take effect and be in force from and after its passage.

READ and APPROVED on first reading on this the 3rd day of November, 2016 at a meeting of the Hutto, Texas City Council; there being a quorum present.

READ, PASSED and ADOPTED on second and final reading of this 17th day of November, 2016, at a regular meeting of the City Council of Hutto, there being a quorum present.

CITY OF HUTTO, TEXAS

________________________________
Doug Gaul, Mayor

ATTEST:

_____________________________
Seth Gipson, City Secretary
ARTICLE 6.03 UNSAFE BUILDINGS

Sec. 6.03.001 Statement of purpose

It is the purpose of this article to secure the beneficial interests and purposes of public safety, health and general welfare through structural strength, stability, sanitation, adequate light and ventilation, and safety to life and property from fire and other hazards incident to the construction, alteration, repair, removal, demolition, use and occupancy of buildings, structures or premises. (2007 Code, sec. 3.09.001)

Sec. 6.03.002 Definitions

Words not defined herein shall have the meanings stated in the International Building Code, International Mechanical Code, International Plumbing Code, International Gas Code, International Housing Code or International Fire Prevention Code. Words not defined in the International Codes shall have the meanings stated in the Webster’s Eighth New Collegiate Dictionary, as revised. (2007 Code, sec. 3.09.002)

Applicable governing body. The city shall be the applicable governing body. The building and standards commission shall be the applicable governing body for all actions listed in this article. Any reference to the city council in this article shall be replaced by the building and standards commission. (Ordinance O-14-10-16-8B adopted 10/9/14)

Approved. Approved by the building official or other person or authority having jurisdiction.

Building. Any structure built for the support, shelter or enclosure of persons, animals, chattels or property of any kind which has enclosing walls for fifty (50) percent of its perimeter. The term “building” shall be construed as if followed by the words “or part thereof.” For the purpose of this article, each portion of a building separated from other portions by a firewall shall be considered as a separate building.

(2007 Code, sec. 3.09.002)

Building and standards commission. The commission established under chapter 2, division 7, section 2.02.181 et. Seq. of this code. (Ordinance O-14-10-16-8B adopted 10/9/14)

Building official. The officer or other designated authority charged with the administration and enforcement of this article, or that person’s duly authorized representative.

Department. The City of Hutto Development Services Department.

Minimum housing standard. Those standards found in the city’s adopted standard building, electrical, plumbing, gas, mechanical, building and fire prevention codes and any other housing and structure regulations adopted under chapter 214 of the Texas Local Government Code.

Owner. Any person, agent, firm, corporation, or other entity having a legal or equitable interest in the property.
**Responsible parties** means the owner, occupant or person in custody of the building or structure, and any mortgagee or lienholder.

**Structure.** Anything constructed or erected which requires location on the ground or is attached to something having a location on the ground including, but not limited to, signs, fences, walls, poles, and buildings, whether of a temporary or permanent nature. **Unsafe building.** Any structure or building located within the incorporated limits of the city which has any of the following defects shall be deemed a substandard or unsafe building or structure and constitute a hazard to the health, safety and welfare of the citizens:

(a) In such a state or condition of repair or disrepair that all or any of the following conditions exist:

1. Walls or other vertical structural members list, lean, or buckle;
2. Damage or deterioration exists to the extent that the building is unsafe;
3. Loads on floors or roofs are improperly distributed or the floors or roofs are of insufficient strength to be reasonably safe for the purposes used;
4. Damage by fire, wind, or other cause has rendered the building or structure dangerous to life, safety, morals, or the general health and welfare of the occupants or the people of the city;
5. The building or structure is so dilapidated, substandard, decayed, unsafe, unsanitary or otherwise lacking in the amenities essential to decent living or use that the same is unfit for human habitation or occupancy, or is likely to cause sickness, disease or injury or otherwise to constitute a detriment to the health, morals, safety or general welfare of those persons assembled, working or living therein or is a hazard to the public health, safety and welfare;
6. Light, air, and sanitation facilities are inadequate to protect the health, morals, safety or general welfare of persons who assemble, work or live therein;
7. Stairways, fire escapes, and other facilities of egress in case of fire or panic are inadequate;
8. Parts or appendages of the building or structure are so attached that they are likely to fall and injure persons or property; or
9. The building or structure does not meet the minimum housing standards as set forth herein.

(b) Dilapidated, substandard, or unfit for human habitation and a hazard to the public health, safety and welfare of the city’s residents;

(c) Regardless of its structural condition, the building is unoccupied by its owners, lessees, or other invitees and is unsecured from unauthorized entry to the extent that it could be entered or used by vagrants or other uninvited person as a place of harborage or could be entered or used by children; or

(d) Boarded up, fenced or otherwise secured in any manner if:
(1) The building constitutes a danger to the public even though secured from entry; or

(2) The means used to secure the building are inadequate to prevent unauthorized entry or use of the building to the extent it could be entered or used by vagrants or other uninvited persons as a place of harborage or could be entered or used by children;


(2007 Code, sec. 3.09.002)

Sec. 6.03.003 Unsafe buildings declared a nuisance

(a) It shall be unlawful for any person to maintain or permit the existence of any substandard or unsafe building in the city; and it shall be unlawful for any person to permit the same to remain in such condition.

(b) All substandard or unsafe buildings are hereby declared to be public nuisances and shall be abated by repair, rehabilitation, demolition or removal in accordance with the procedures provided in this article.

(c) The building official, as defined herein, shall enforce the provisions of this article.

Sec. 6.03.004 Administrative organization

(a) Restrictions on employees. An officer or employee connected with the department shall not have a financial interest in the furnishing of labor, material or appliances for the construction, alteration, demolition, repair or maintenance of a building, or in the making of plans or of specifications therefor, unless he is the owner of such building. Such officer or employee shall not engage in any work which is inconsistent with his or her duties or with the interests of the department.

(b) Records. The building official shall keep, or cause to be kept, a record of the business of the department. The records of the department shall be open to public inspection.

(2007 Code, sec. 3.09.004)

Sec. 6.03.005 Powers and duties of building official

The building official shall inspect, or cause to be inspected, every building, or portion thereof, reported to be unsafe. If such building, or any portion thereof, is determined to be unsafe, the building official shall give the responsible parties notice in accordance with the requirements set forth in sections 6.03.006 and 6.03.007 of this article. The building official shall further:

(a) Inspect or cause to be inspected, when necessary, any building or structure within the incorporated limits of the city, including public buildings, schools, halls, churches, theaters, hotels, tenements, or apartments, multifamily residences, single-family residences, garages, warehouses, and other commercial and industrial structures of any nature whatsoever for the purpose of determining whether any conditions exist which render
such places a “dangerous building” or “substandard or unsafe building” as defined herein. **Notwithstanding the foregoing, the building official must obtain a search warrant prior to performing an inspection on private property without the property owner’s permission.**

(b) **Inspect the exterior** of any building, wall or structure about which complaints have been filed by any person to the effect that a building wall or structure is or may be existing in violation of this article. **Notwithstanding the foregoing, the building official must obtain a search warrant prior to performing an inspection on private property without the property owner’s permission.**

(c) Report to the building and standards commission any noncompliance with the minimum standards set forth in this article. The city building official shall obtain from the building and standards commission a hearing date for a public hearing in front of the building and standards commission on any structure believed to be a dangerous building or substandard or unsafe building and shall provide the building and standards commission with copies of the written notice to persons with interests in the property as provided for in section 6.03.006 hereof.

(d) **Appear at all hearings conducted by the building and standards commission and testify as to the condition of dangerous buildings, substandard or unsafe building within the city.**

(e) Place a notice on all dangerous buildings reading as follows: “This building has been found to be a dangerous building by the City of Giddings Building Official. This notice is to remain on this building until it is repaired, vacated, or demolished in accordance with the notice which has been given to the owner(s), occupant(s) and person(s) with interests in the property as shown by the records of the City Secretary and the Tax Appraisal District. It is unlawful to remove this notice until such notice is complied with as determined by the Building Official.”

(f) **Perform the other requirements with respect to notification of public hearings as are set forth more specifically in this article.**

(d) **Liability.** Any officer or employee or member of the city council charged with the enforcement of this article, acting for the applicable governing body in the discharge of duties, shall not thereby render himself or herself liable personally, and he/she is hereby relieved from all personal liability for any damage that may accrue to persons or property as a result of any act required or permitted in the discharge of duties. Any suit brought against any officer or employee because of such act performed in the enforcement of any provision of this article shall be defended by the legal department of the applicable governing body until the final termination of the proceedings.

(e) **Reports.** The building official shall annually submit a report to the chief administrator of the decisions rendered by the city council during the preceding year. The report shall include a summary of the decisions of the city council during said year.

(2007 Code, sec. 3.09.005)

**Sec. 6.03.006   Notice to repair required**
(a) Should the building official determine that any building or structure within the incorporated limits of the city is a dangerous building or unsafe building he/she shall cause written notification to be sent, by certified mail, to the owner and all other persons having an interest in the building after a diligent effort to discover each owner, mortgagee, and lienholder. Such notice shall contain:

1. A description of the building or structure deemed unsafe and its location.
2. A statement of the particulars which make the building or structure a dangerous building.
3. Notice of the date and time of a public hearing before the building and standards commission to determine whether the building complies with the standards set out in this article.
4. A statement that the owner, lienholder, mortgagee, or persons with a legal interest in the building will be required to submit at the hearing period proof of the scope of any work that may be required to comply with this article and the amount of time it will take to reasonably perform the work.

Such notice shall be served upon the responsible parties as set out in this article.

(b) The requirements to make a diligent effort, to use its best efforts, or to make a reasonable effort to determine the identity and address of an owner, a lienholder, or a mortgagee, are satisfied if the municipality searches the following records:

1. County real property records of the county in which the building is located;
2. Appraisal district records of the appraisal district in which the building is located;
3. Records of the secretary of state;
4. Assumed name records of the county in which the building is located;
5. Tax records of the city; and
6. Utility records of the city.

Sec. 6.03.007 Sufficiency of Notice

A notice to repair and a notice of a public hearing pursuant to this article shall be deemed properly served upon the responsible parties if a copy thereof is:

(a) Served upon him/her personally;

(b) Sent by registered or certified mail, return receipt requested, to the last known address of such persons as shown on the records of the city;
Sec. 6.03.008  Duties of the building and standards commission

The building and standards commission shall:

(a) Schedule and hold a hearing and hear testimony from the building official, the owner and other persons having an interest in the dangerous building, and any person desiring to present factual evidence relevant to the unsafe building. Such testimony shall relate to the determination of the question of whether the building or structure in question is a dangerous building and the scope of any work that may be required to comply with this article and the amount of time it will take to reasonably perform the work. The owner or a person having an interest in the dangerous building shall have the burden of proof to demonstrate the scope of any work that may be required to comply with this article and the time it will take to reasonably perform the work.

(b) Upon conclusion of the hearing, the building and standards commission shall determine whether the building or structure in question is a dangerous building. Upon a determination that the building or structure in question constitutes a dangerous building, the building and standards commission shall issue an order:

(1) Containing an identification of the building and the property on which it is located;

(2) Making written findings of the violations of the minimum standards that are present at the building;

(3) Requiring the owner and persons having an interest in the building to repair, vacate, or demolish the building within thirty (30) days from the issuance of such order, unless the owner or a person with an interest in the building establishes at the hearing that the work cannot reasonably be performed within thirty (30) days, in which instance the building and standards commission shall specify a reasonable time for the completion of the work; and

(4) Containing a statement that the city will vacate, secure, remove, or demolish the dangerous building and relocate the occupants of the building if the ordered action is not taken within the time specified by the building and standards commission.

(c) If repair or demolition is ordered, the building and standards commission shall send a copy of the order by certified mail to the owner and all persons having an interest in the property, including all identifiable mortgagees and lienholders within a reasonable period of time after the hearing. Within 10 days after the date that the order is issued, the city shall:

(1) File a copy of the order in the office of the municipal secretary; and
Publish in a newspaper of general circulation in the municipality in which the building is located a notice containing:

(A) The street address or legal description of the property;

(B) The date of the hearing;

(C) A brief statement indicating the results of the order (may be a copy of the order); and

(D) If not provided in the notice, instructions stating where a complete copy of the order may be obtained.

d) If the building and standards commission allows the owner or a person with an interest in the dangerous building more than thirty (30) days to repair, remove, or demolish the building, the building and standards commission in its written order shall establish specific time schedules for the commencement and performance of the work and shall require the owner or another person having an interest in the legal title to the property to secure the property in a reasonable manner from unauthorized entry while the work is being performed. The securing of the property shall be in a manner found to be acceptable by the city building official.

e) The building and standards commission may not allow the owner or person with an interest in the dangerous building more than ninety (90) days to repair, remove or demolish the building or fully perform all work required to comply with the written order unless the owner or person:

1. Submits a detailed plan and time schedule for the work at the hearing; and

2. Establishes at the hearing that the work cannot reasonably be completed within ninety (90) days because of the scope and complexity of the work.

f) If the building and standards commission allows the owner or person with an interest in the dangerous building more than ninety (90) days to complete any part of the work required to repair, remove, or demolish the building, the building and standards commission shall require the owner or person with an interest in the dangerous building to regularly submit progress reports to the building and standards commission to demonstrate that the owner or person has complied with the time schedules established for commencement and performance of the work. The written order may require that the owner or person with an interest in the building appear before the city building official to demonstrate compliance with the time schedules.

g) In the event the owner or a person with an interest in a dangerous building fails to comply with the order within the time specified therein, the city may cause any occupants of the dangerous building to be relocated, and may cause the dangerous building to be secured, removed, or demolished at the city’s expense. The city may assess the expenses on, and the city has a lien against, unless it is a homestead as protected by the Texas Constitution, the property on which the dangerous building was located. The lien is extinguished if the property owner or a person having an interest in the building reimburses the city for its expenses. The lien arises and attaches to the
property at the time the notice of the lien is recorded and indexed in the office of the county clerk. The notice of lien must contain the name and address of the owner of the dangerous building if that information can be determined by a diligent effort, a legal description of the real property on which the building was located, the amount of expenses incurred by the city, and the balance due. Such lien is a privileged lien subordinate only to tax liens and all previously recorded bona fide mortgage liens attached to real property.

(h) In addition to the authority set forth in subsection (f) above, after the expiration of the time allotted in the order for the repair, removal, or demolition of a dangerous building, the city may repair the building at its expense and assess the expenses on the land on which the building stands or to which it is attached. The repairs contemplated by this section may only be accomplished to the extent necessary to bring the building into compliance with the minimum standards established by this article, and to the extent such repairs do not exceed minimum housing standards. The city shall follow the procedures set forth in subsection (g) above for filing a lien on the property on which the building is located.

**Sec. 6.03.009  Assessment of expenses and penalties**

(a) If the time allotted for the repair, removal or demolition of a building under this article has expired, then the building and standards commission may, in addition to the authority granted under chapter 214 of the Texas Local Government Code, and the foregoing sections of this article, do the following:

(1) Order the repair of the building at the city’s expense and assess the expenses on the land on which the building stands or to which it is attached;

(2) Assess a civil penalty of up to $1,000.00 per day against the responsible party for failure to repair, remove, or demolish the building, unless the property is the owner’s lawful homestead, in which case the civil penalty shall not exceed $10.00 per day for each violation. In order to assess a penalty under this section, the city must prove the property owner was notified of the requirements of this article and the owner’s need to comply with the requirements; and after notification the property owner committed an act in violation of this article or failed to take an action necessary for compliance with this article; or

(3) Authorize the city building official to invite at least two (2) or more building contractors to make estimates pertaining to the needed repair, removal or demolition of a building. The building official shall cause to be made an assessment of expenses, and may also recommend civil penalties, based on such estimates. The building official shall endeavor to minimize the expenses of any building repairs, removal or demolitions order pursuant to this article.

(b) The city may repair a building under subsection (a) only to the extent necessary to bring the building into compliance with the minimum standards of the city.

(c) The city shall impose a lien against the land on which the building stands or stood, unless it is a homestead as protected by the Texas Constitution, to secure the payment of the repair, removal, or demolition expenses or the civil penalty. Promptly after the imposition of the lien, the city shall file for record, in
recordable form in the office of the county clerk, a written notice of the imposition of the lien. The notice shall contain a legal description of the land.

(d) The city’s lien to secure the payment of a civil penalty or the costs of repairs, removal, or demolition is inferior to any previously recorded bona fide mortgage lien attached to the real property to which the city’s lien attaches if the mortgage lien was filed for record in the office of the county clerk before the date the civil penalty is assessed or the repair, removal, or demolition is begun by the city. The city’s lien is superior to all other previously recorded judgment liens.

(e) Any civil penalty or other assessment imposed under this section accrues interest at the rate of 10 percent a year from the date of the assessment until paid in full. The city may further file with the district clerk a copy of an ordinance assessing a civil penalty pursuant to this article.

(f) In any judicial proceeding regarding enforcement of the city’s rights under this section, the prevailing party is entitled to recover reasonable attorney’s fees as otherwise provided by statute.

(g) A lien acquired under this section by the city for repair expenses may not be foreclosed if the property on which the repairs were made is occupied as a residential homestead by a person 65 years of age or older.

Sec. 6.03.010 Violations

(a) The owner of any unsafe building or dangerous building who shall fail to comply with any notice or order to repair, vacate or demolish said building or structure, such notice or order given by the authority of the building and standards commission shall be guilty of a misdemeanor.

(b) An occupant or lessee in possession of any unsafe building or dangerous building who fails to comply with any notice or order to vacate such building and fails to repair such building in accordance with an order given by the building and standards commission shall be guilty of a misdemeanor.

(c) Any person removing the notice of a dangerous building as provided for in section 6.03.005 of this article, shall be guilty of a misdemeanor.

(d) Except as set out in section 6.03.009 above, the violation of any provision of this article shall be unlawful and a misdemeanor offense punishable by a fine not to exceed two thousand dollars ($2,000.00). Each day a violation of this article continues shall constitute a separate offense.

Sec. 6.03.011 Chapter 214

Chapter 214 of the Texas Local Government Code is hereby adopted by the city and made a part of this article. In the event of any conflict or inconsistency between the terms and provisions of this article and chapter 214, the terms and provisions of chapter 214 shall govern and control.
AGENDA ITEM NO.: 8B.  
AGENDA DATE: November 17, 2016

PRESENTED BY: Seth Gipson, City Secretary

ITEM: Consideration and possible action on the second and final reading of an ordinance amending the composition and miscellaneous provisions of Chapter 2, Article 2.02 Board, Commissions, and Authorities, Section 2.02.003 Appointments; Vacancies of the Code of Ordinances (2014 Edition).

STRATEGIC GUIDE POLICY:

ITEM BACKGROUND: The City Council has been reviewing policies and procedures pertaining to the appointments of board and commission members. Currently, the code of ordinances states that the City Council will appoint the chair and vice chair of each board and commission, as stated in Article 2.02 Boards, Commissions, and Authorities, Section 2.02.003 (b) Appointments; Vacancies. The council wishes to amend the current procedure so that each board and commission may select their own chair and vice chair.

The proposed amendment will make the desired change so that the members of the board or commission may select their own chair and vice chair by a vote of the membership.

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 ordinance.

SUPPORTING MATERIAL:
1. Ordinance - Boards and Commissions Appointments
ORDINANCE NO.

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS AMENDING THE COMPOSITION AND MISCELLANEOUS PROVISIONS OF CHAPTER 2, ARTICLE 2.02, SECTION 2.02.003 APPOINTMENTS; VACANCIES AND PROVIDING FOR A PUBLICATION CLAUSE, SEVERABILITY CLAUSE, REPEALING CLAUSE, OPEN MEETING CLAUSE, AND PENALTY CLAUSE AND EFFECTIVE DATE.

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

SECTION. I

That Chapter 2, Article 2.02, Section 2.02.003 Appointments; Vacancies of the code of ordinances (2014 Edition) is hereby amended as follows:

ARTICLE 2.02 BOARDS, COMMISSIONS AND AUTHORITIES

Division 1. Generally

Section 2.02.003 Appointments; Vacancies

(a) The city council or designated city council committee shall make annual appointments to the boards, commissions, or corporations that have terms expiring on December 31st of each year. The city council, if interim vacancies occur, may appoint a successor for the remainder of such term.

(b) The city council or designated city council committee will may annually appoint the chair and vice chair for each city board, commission, or corporation. If the chair and vice chair are not appointed by the city council, then the chair and vice chair of each board and commission shall be elected from the membership of the board or commission by an affirmative majority vote of the members.

(c) Terms for each board or commission shall consist of staggered terms.

SECTION II. Publication Clause

The City Secretary of the City of Hutto is hereby authorized and directed to publish the caption of this ordinance in the manner and for the length of time prescribed by law.

SECTION III. Severability Clause

The provisions of this ordinance are severable, and if any sentence, section, or other parts of this ordinance should be found to be invalid, such invalidity shall not affect the remaining provisions, and the remaining provisions shall continue in full force and effect.
SECTION IV. Repealing Clause

All ordinances and resolutions and parts thereof in conflict herewith are hereby expressly repealed insofar as they conflict.

SECTION V. Open Meeting Clause

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

SECTION VI. Effective Date

This ordinance shall take effect and be in force from and after its passage.

READ and APPROVED the first reading on the 3rd day of November 2016.

READ and APPROVED the second reading of ordinance this ____ day of _____, 2015.

By motion duly made, seconded and passed with an affirmative vote of all the Councilmembers present, the requirement for the reading of this ordinance on two separate days was dispensed with.

READ, APPROVED and ADOPTED the ordinance on the first reading this 3rd day of November 2016.

CITY OF HUTTO, TEXAS

_________________________________
Doug Gaul, Mayor

ATTEST:

_________________________________
Seth Gipson, City Secretary
AGENDA ITEM NO.:  8C.  AGENDA DATE:  November 17, 2016

PRESENTED BY:

ITEM:  Consideration and possible action on the first reading of an ordinance dissolving the Keep Hutto Beautiful Commission and repealing Article 2.02 Boards, Commissions, and Authorities, Division 8 Keep Hutto Beautiful Commission, of the City of Hutto Code of Ordinances (2014 Edition).

STRATEGIC GUIDE POLICY:  Leadership

ITEM BACKGROUND:  For the past two years, City staff has been working with the Keep Hutto Beautiful Commission to transition it into a Foundation independent of the City of Hutto. As the Keep Hutto Beautiful Foundation, the organization will have the ability to independently apply for grants and seek donations. City staff will continue to coordinate and work closely with the Keep Hutto Beautiful Foundation as they work towards meeting the City’s long range goals.

BUDGETARY AND FINANCIAL SUMMARY:  Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:  The Keep Hutto Beautiful Commission met on November 2, 2016, and recommends dissolution.

CITY ATTORNEY REVIEW:  Not applicable.

STAFF RECOMMENDATION:  Staff recommends approval. The second reading of the ordinance may be dispensed with if unanimously approved by the City Council.

SUPPORTING MATERIAL:  1. Ordinance - Dissolving the Keep Hutto Beautiful Commission
ORDINANCE NO.

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS DISSOLVING THE KEEP HUTTO BEAUTIFUL COMMISSION; REPEALING ARTICLE 2.02 BOARDS, COMMISSIONS, AND AUTHORITIES, DIVISION 8 KEEP HUTTO BEAUTIFUL COMMISSION OF THE CITY OF HUTTO CODE OF ORDINANCES AND PROVIDING FOR A PUBLICATION CLAUSE, SEVERABILITY CLAUSE, REPEALING CLAUSE, OPEN MEETING CLAUSE, AND PENALTY CLAUSE AND EFFECTIVE DATE.

WHEREAS, the City of Hutto (the “City”) seeks to promote the public health, safety, and general welfare of the residents of the City; and

WHEREAS, the City Council of the City of Hutto created the Keep Hutto Beautiful Commission, comprised of five (5) members, who are appointed by the City Council, to assist in establishing a citywide policy for decreasing the amount of loose refuse in the city, enhancing and preserving the City’s natural beauty and encouraging the use of landscaping and the improvement of deteriorating features.

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

SECTION. I

The Keep Hutto Beautiful Commission of the City of Hutto is hereby dissolved and Article 2.02 Boards, Commissions, and Authorities, Division 8 Keep Hutto Beautiful Commission is hereby repealed in its entirety.

SECTION II. Publication Clause

The City Secretary of the City of Hutto is hereby authorized and directed to publish the caption of this ordinance in the manner and for the length of time prescribed by law.

SECTION III. Severability Clause

The provisions of this ordinance are severable, and if any sentence, section, or other parts of this ordinance should be found to be invalid, such invalidity shall not affect the remaining provisions, and the remaining provisions shall continue in full force and effect.

SECTION IV. Repealing Clause

All ordinances and resolutions and parts thereof in conflict herewith are hereby expressly repealed insofar as they conflict.

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

SECTION VI. Effective Date

This ordinance shall take effect and be in force from and after its passage.

READ and APPROVED the first reading on the 17th day of November 2016.

By motion duly made, seconded and passed with an affirmative vote of all the Councilmembers present, the requirement for the reading of this ordinance on two separate days was dispensed with.

READ, APPROVED and ADOPTED the ordinance on the first reading this 17th day of November 2016.

CITY OF HUTTO, TEXAS

________________________
Doug Gaul, Mayor

ATTEST:

________________________
Seth Gipson, City Secretary
AGENDA ITEM NO.: 9A.  
AGENDA DATE: November 17, 2016

PRESENTED BY: Micah Grau, Interim City Manager

ITEM: Consideration and possible action on reappointing Ehab Kawar to represent the City of Hutto on the Williamson County and Cities Health District Board (WCCHD).

STRATEGIC GUIDE POLICY:

ITEM BACKGROUND:  
As a member of the Williamson County and Cities Health District (WCCHD), the City may appoint one voting member to represent the Hutto community.

According to Section 1.4 of the cooperative agreement, representatives “must be a citizen of the United States and must have resided at least three (3) years in the jurisdiction covered by the District. A director shall not be an elected official or employee of the Members or their immediate families, or employees of the District or their immediate families." The term length is three (3) years.

Ehab Kawar has represented the City of Hutto on the Williamson County and Cities Health District Board since 2014. He currently chairs the Board of Health.

BUDGETARY AND FINANCIAL SUMMARY:  
Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:  
Not applicable.

CITY ATTORNEY REVIEW:  
Not applicable.

STAFF RECOMMENDATION:  
Not applicable.

SUPPORTING MATERIAL:  
There are no supporting documents.