CITY OF HUTTO, TEXAS
REGULAR CITY COUNCIL MEETING
THURSDAY, FEBRUARY 18, 2016 AT 7:00 PM
CITY HALL - CITY COUNCIL CHAMBERS
401 WEST FRONT STREET

CITY COUNCIL
Debbie Holland, Mayor
Anne Cano, Place 1
Tom Hines, Place 2
Ronnie Quintanilla-Perez, Place 3
Michael J. Smith, Place 4, Mayor Pro-tem
Lucio Valdez, Place 5
Max V. Yeste, Place 6

AGENDA

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. Recognition of the City of Hutto for receiving the Police-Community National Award for 2015 from the National Association of Town Watch for its outstanding participation in "America's Night Out Against Crime."

   6B. Presentation of the 2015 City of Hutto Racial Profiling and Uniform Crime Report

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 approving the proposed Hutto Crossing Phase 4 Preliminary Plat, 253.09 acres, more or less, of land, 494 single-family lots, 4 commercial/multi-family lots, 20 open space lots, and 2 parkland/amenity center lots located between SH-130 (west boundary), US 79 W (north boundary), FM 685 (east boundary).

7B. Consideration and possible action on a resolution concerning the proposed Star Ranch HEB (Gattis School Rd/SH 130 Subdivision) Preliminary Plat, 30.0 acres, more or less, of land, 3 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 the second and final reading of an ordinance amending the Fiscal Year 2014-15 Budget for miscellaneous end of year entries and to move capital project budgets to Fiscal Year 2015-16.

7D. Consideration and possible action on the second and final reading of an ordinance amending the Fiscal Year 2015-16 Budget to reallocate capital project funds from the FY16 Budget and other miscellaneous adjustments.

7E. Consideration and possible action on the meeting minutes for the January 7, 2016, and January 21, 2016 City Council Regular Meetings.

REGULAR AGENDA ITEMS

8. RESOLUTIONS:

8A. Consideration and possible action on a resolution concerning the submittal of a Body-Worn Camera Grant Application from the Office of the Governor, Criminal Justice Division, for the purchase of body cameras for the Police Department.

8B. Consideration and possible action on a resolution concerning support and funding assistance for an application from GS Hutto Senior, LP to the Texas Department of Housing and Community Affairs for 2016 Competitive Nine-Percent Housing Tax Credits for the Havens at Hutto senior housing development located on the southeast corner of F.M. 1660 and C.R. 137 in the City of Hutto, Texas.

8C. Consideration and possible action on a resolution concerning the adoption of the City of Hutto’s Transit Development Plan - Final Report.

9. 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/implemental of security personnel or devices] and 551.087 [Deliberations regarding Economic Development negotiations].

CERTIFICATION

I certify that this notice of the February 18, 2016 Hutto City Council meeting was posted on the City Hall bulletin board of the City of Hutto on Friday, the 12th day of February 2016 at 4:00pm.

Seth Gipson, City Secretary

The City of Hutto is committed to comply with the American with Disabilities Act. The Hutto City Council Chamber is wheelchair accessible. Request for reasonable special communications or accommodations must be made 48 hours prior to the meeting. Please contact the City Secretary at (512) 759-4033 or seth.gipson@huttox.gov for assistance.
AGENDA ITEM NO.: 6A.  AGENDA DATE: February 18, 2016

PRESENTED BY: Officer Suzanne Glass

ITEM: Recognition of the City of Hutto for receiving the Police-Community National Award for 2015 from the National Association of Town Watch for its outstanding participation in "America's Night Out Against Crime."

STRATEGIC GUIDE POLICY: Public Safety

ITEM BACKGROUND:
The National Association of Town Watch is the national organizing body that promotes and coordinates the annual National Night Out Against Crime in cities throughout the country. The City of Hutto has been an active participant for many years with community involvement growing significantly in the last few years. This award is testimony to the city’s commitment to this program which continues to bring our community together to make our city a safer place to live.

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.
AGENDA ITEM NO.: 6B.  
AGENDA DATE: February 18, 2016

PRESENTED BY: Earl Morrison, Chief of Police


STRATEGIC GUIDE POLICY: Public Safety

ITEM BACKGROUND: All law enforcement agencies throughout the State of Texas are required under House Bill 3389 to keep records on Racial Profiling. These statistics are gained from citations issued and the number and type of searches conducted. This data is collected and maintained by the Hutto Police Department. In fulfillment of the requirements of House Bill 3389, the data for traffic contacts and searches conducted in 2015 will be provided and presented to the governing body of the jurisdiction.

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:
1. 2015 Racial Profiling Contact Report
Annual Contact Report
2015
The Hutto Police Department
(I) Introduction
Opening Statement
January 11, 2016

Hutto City Council
401 W. Front St.
Hutto, Texas 78634

Dear Distinguished Members of the City Council,

The Texas Legislature, with the intent of addressing the issue of racial profiling in policing, enacted in 2001 the Texas Racial Profiling Law. Since then, the Hutto Police Department, in accordance with the law, has collected and reported traffic and motor vehicle-related contact data for the purpose of identifying and addressing (if necessary) areas of concern regarding racial profiling practices. In the 2009 Texas legislative session, the Racial Profiling Law was modified and additional requirements are now in place. These most recent requirements have been incorporated by the Hutto Police Department and are also being addressed in this report.

This particular report contains three sections with information on traffic and motor vehicle-related contact data. In addition, when appropriate, documentation is also a component of this report, aiming at demonstrating the manner in which the Hutto Police Department has complied with the Texas Racial Profiling Law. In section 1, you will find the table of contents in addition to the Texas Senate Bill (SB1074); which later became the Texas Racial Profiling Law. In addition, you will find the Texas HB 3389, which, in 2009, introduced new requirements relevant to racial profiling. Also, in this section, a list of requirements relevant to the Racial Profiling Law as established by TCOLE (Texas Commission on Law Enforcement) is included. In addition, you will find, in sections 2 and 3 documentation which demonstrates compliance by the Hutto Police Department relevant to the requirements as established in the Texas Racial Profiling Law. That is, you will find documents relevant to the implementation of an institutional policy banning racial profiling, the incorporation of a racial profiling complaint process and the training administered to all law enforcement personnel.

The last section of this report provides statistical data relevant to contacts, made during the course of motor vehicle stops, between 1/1/15 and 12/31/15. In addition, this section contains the TCOLE Tier 1 form, which is required to be submitted to this particular organization by March 1st of each year. The data in this report has been analyzed and compared to data derived from the U.S. Census Bureau's Fair Roads Standard. The final analysis and recommendations are also included in this report. The findings in this report serve as evidence of the Hutto Police Department's commitment to comply with the Texas Racial Profiling Law.

Sincerely,

Alex del Carmen, Ph.D.
Del Carmen Consulting, LLC
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TCOLE GUIDELINES
Guidelines for Compiling and Reporting Data under Senate Bill 1074

Background
Senate Bill 1074 of the 77th Legislature established requirements in the Texas Code of Criminal Procedure (TCCP) for law enforcement agencies. The Commission developed this document to assist agencies in complying with the statutory requirements.

The guidelines are written in the form of standards using a style developed from accreditation organizations including the Commission on Accreditation for Law Enforcement Agencies (CALEA). The standards provide a description of what must be accomplished by an agency but allows wide latitude in determining how the agency will achieve compliance with each applicable standard.

Each standard is composed of two parts: the standard statement and the commentary. The standard statement is a declarative sentence that places a clear-cut requirement, or multiple requirements, on an agency. The commentary supports the standard statement but is not binding. The commentary can serve as a prompt, as guidance to clarify the intent of the standard, or as an example of one possible way to comply with the standard.

Standard 1
Each law enforcement agency has a detailed written directive that:
- clearly defines acts that constitute racial profiling;
- strictly prohibits peace officers employed by the agency from engaging in racial profiling;
- implements a process by which an individual may file a complaint with the agency if the individual believes a peace officer employed by the agency has engaged in racial profiling with respect to the individual filing the complaint;
- provides for public education relating to the complaint process;
- requires appropriate corrective action to be taken against a peace officer employed by the agency who, after investigation, is shown to have engaged in racial profiling in violation of the agency’s written racial profiling policy; and
- requires the collection of certain types of data for subsequent reporting.

Commentary
Article 2.131 of the TCCP prohibits officers from engaging in racial profiling, and article 2.132 of the TCCP now requires a written policy that contains the elements listed in this standard. The article also specifically defines a law enforcement agency as it applies to this statute as an “agency of the state, or of a county, municipality, or other political subdivision of the state, that employs peace officers who make traffic stops in the routine performance of the officers’ official duties.”

The article further defines race or ethnicity as being of “a particular descent, including Caucasian, African, Hispanic, Asian, or Native American.” The statute does not limit the required policies to just these ethnic groups.

This written policy is to be adopted and implemented no later than January 1, 2002.
Standard 2
Each peace officer who stops a motor vehicle for an alleged violation of a law or ordinance regulating traffic, or who stops a pedestrian for any suspected offense reports to the employing law enforcement agency information relating to the stop, to include:

- a physical description of each person detained, including gender and the person’s race or ethnicity, as stated by the person, or, if the person does not state a race or ethnicity, as determined by the officer’s best judgment;
- the traffic law or ordinance alleged to have been violated or the suspected offense;
- whether the officer conducted a search as a result of the stop and, if so, whether the person stopped consented to the search;
- whether any contraband was discovered in the course of the search, and the type of contraband discovered;
- whether probable cause to search existed, and the facts supporting the existence of that probable cause;
- whether the officer made an arrest as a result of the stop or the search, including a statement of the offense charged;
- the street address or approximate location of the stop; and
- whether the officer issued a warning or citation as a result of the stop, including a description of the warning or a statement of the violation charged.

Commentary
The information required by 2.133 TCCP is used to complete the agency reporting requirements found in Article 2.134. A peace officer and an agency may be exempted from this requirement under Article 2.135 TCCP Exemption for Agencies Using Video and Audio Equipment. An agency may be exempt from this reporting requirement by applying for the funds from the Department of Public Safety for video and audio equipment and the State does not supply those funds. Section 2.135 (a)(2) states, “the governing body of the county or municipality served by the law enforcement agency, in conjunction with the law enforcement agency, certifies to the Department of Public Safety, not later than the date specified by rule by the department, that the law enforcement agency needs funds or video and audio equipment for the purpose of installing video and audio equipment as described by Subsection (a) (1) (A) and the agency does not receive from the state funds for video and audio equipment sufficient, as determined by the department, for the agency to accomplish that purpose.”

Standard 3
The agency compiles the information collected under 2.132 and 2.133 and analyzes the information identified in 2.133.

Commentary
Senate Bill 1074 from the 77th Session of the Texas Legislature created requirements for law enforcement agencies to gather specific information and to report it to each county or municipality served. New sections of law were added to the Code of Criminal Procedure regarding the reporting of traffic and pedestrian stops. Detained is defined as when a person stopped is not free to leave.

Article 2.134 TCCP requires the agency to compile and provide and analysis of the information collected by peace officer employed by the agency. The report is provided to the governing body of the municipality or county no later than March 1 of each year and covers the previous calendar year.

There is data collection and reporting required based on Article 2.132 CCP (tier one) and Article 2.133 CCP (tier two).
The minimum requirements for “tier one” data for traffic stops in which a citation results are:

1) the race or ethnicity of individual detained (race and ethnicity as defined by the bill means of "a particular descent, including Caucasian, African, Hispanic, Asian, or Native American");
2) whether a search was conducted, and if there was a search, whether it was a consent search or a probable cause search; and
3) whether there was a custody arrest.

The minimum requirements for reporting on “tier two” reports include traffic and pedestrian stops. Tier two data include:

1) the detained person’s gender and race or ethnicity;
2) the type of law violation suspected, e.g., hazardous traffic, non-hazardous traffic, or other criminal investigation (the Texas Department of Public Safety publishes a categorization of traffic offenses into hazardous or non-hazardous);
3) whether a search was conducted, and if so whether it was based on consent or probable cause;
4) facts supporting probable cause;
5) the type, if any, of contraband that was collected;
6) disposition of the stop, e.g., arrest, ticket, warning, or release;
7) location of stop; and
8) statement of the charge, e.g., felony, misdemeanor, or traffic.

Tier one reports are made to the governing body of each county or municipality served by the agency an annual report of information if the agency is an agency of a county, municipality, or other political subdivision of the state. Tier one and two reports are reported to the county or municipality not later than March 1 for the previous calendar year beginning March 1, 2003. Tier two reports include a comparative analysis between the race and ethnicity of persons detained to see if a differential pattern of treatment can be discerned based on the disposition of stops including searches resulting from the stops. The reports also include information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling. An agency may be exempt from the tier two reporting requirement by applying for the funds from the Department of Public Safety for video and audio equipment and the State does not supply those funds [See 2.135 (a)(2) TCCP].

Reports should include both raw numbers and percentages for each group. Caution should be exercised in interpreting the data involving percentages because of statistical distortions caused by very small numbers in any particular category, for example, if only one American Indian is stopped and searched, that stop would not provide an accurate comparison with 200 stops among Caucasians with 100 searches. In the first case, a 100% search rate would be skewed data when compared to a 50% rate for Caucasians.

**Standard 4**

If a law enforcement agency has video and audio capabilities in motor vehicles regularly used for traffic stops, or audio capabilities on motorcycles regularly used to make traffic stops, the agency:

- adopts standards for reviewing and retaining audio and video documentation; and
- promptly provides a copy of the recording to a peace officer who is the subject of a complaint on written request by the officer.

**Commentary**

The agency should have a specific review and retention policy. Article 2.132 TCCP specifically requires that the peace officer be promptly provided with a copy of the audio or video recordings if the officer is the subject of a complaint and the officer makes a written request.

**Standard 5**

Agencies that do not currently have video or audio equipment must examine the feasibility of installing such equipment.
Commentary

None

**Standard 6**
Agencies that have video and audio recording capabilities are exempt from the reporting requirements of Article 2.134 TCCP and officers are exempt from the reporting requirements of Article 2.133 TCCP provided that:

- the equipment was in place and used during the proceeding calendar year; and
- video and audio documentation is retained for at least 90 days.

**Commentary**
The audio and video equipment and policy must have been in place during the previous calendar year. Audio and video documentation must be kept for at least 90 days or longer if a complaint has been filed. The documentation must be retained until the complaint is resolved. Peace officers are not exempt from the requirements under Article 2.132 TCCP.

**Standard 7**
Agencies have citation forms or other electronic media that comply with Section 543.202 of the Transportation Code.

**Commentary**
Senate Bill 1074 changed Section 543.202 of the Transportation Code requiring citations to include:

- race or ethnicity, and
- whether a search of the vehicle was conducted and whether consent for the search was obtained.
The Texas Law on Racial Profiling
AN ACT
relating to the prevention of racial profiling by certain peace officers.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF
TEXAS:

SECTION 1. Chapter 2, Code of Criminal Procedure, is amended by
adding Articles 2.131 through 2.138 to read as follows:

Art. 2.131. RACIAL PROFILING PROHIBITED. A peace officer
may not engage in racial profiling.

Art. 2.132. LAW ENFORCEMENT POLICY ON RACIAL
PROFILEING. (a) In this article:

(1) "Law enforcement agency" means an agency of the state,
or of a county, municipality, or other political subdivision of the state, that employs peace
officers who make traffic stops in the routine performance of the officers' official duties.

(2) "Race or ethnicity" means of a particular descent,
including Caucasian, African, Hispanic, Asian, or Native American descent.

(b) Each law enforcement agency in this state shall adopt a detailed
written policy on racial profiling. The policy must:

(1) clearly define acts constituting racial profiling;

(2) strictly prohibit peace officers employed by the agency
from engaging in racial profiling;

(3) implement a process by which an individual may file a
complaint with the agency if the individual believes that a peace officer employed by the agency
has engaged in racial profiling with respect to the individual;
(4) provide public education relating to the agency's complaint process;

(5) require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;

(6) require collection of information relating to traffic stops in which a citation is issued and to arrests resulting from those traffic stops, including information relating to:

(A) the race or ethnicity of the individual detained; and

(B) whether a search was conducted and, if so, whether the person detained consented to the search; and

(7) require the agency to submit to the governing body of each county or municipality served by the agency an annual report of the information collected under Subdivision (6) if the agency is an agency of a county, municipality, or other political subdivision of the state.

(c) The data collected as a result of the reporting requirements of this article shall not constitute prima facie evidence of racial profiling.

(d) On adoption of a policy under Subsection (b), a law enforcement agency shall examine the feasibility of installing video camera and transmitter-activated equipment in each agency law enforcement motor vehicle regularly used to make traffic stops and transmitter-activated equipment in each agency law enforcement motorcycle regularly used to make traffic stops. If a law enforcement agency installs video or audio equipment as provided by this subsection, the policy adopted by the agency under Subsection (b) must include standards for reviewing video and audio documentation.

(e) A report required under Subsection (b)(7) may not include identifying information about a peace officer who makes a traffic stop or about an individual
who is stopped or arrested by a peace officer. This subsection does not affect the collection of information as required by a policy under Subsection (b)(6).

(f) On the commencement of an investigation by a law enforcement agency of a complaint described by Subsection (b)(3) in which a video or audio recording of the occurrence on which the complaint is based was made, the agency shall promptly provide a copy of the recording to the peace officer who is the subject of the complaint on written request by the officer.

Art. 2.133. REPORTS REQUIRED FOR TRAFFIC AND PEDESTRIAN STOPS. (a) In this article:

(1) "Race or ethnicity" has the meaning assigned by Article 2.132(a).

(2) "Pedestrian stop" means an interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest.

(b) A peace officer who stops a motor vehicle for an alleged violation of a law or ordinance regulating traffic or who stops a pedestrian for any suspected offense shall report to the law enforcement agency that employs the officer information relating to the stop, including:

(1) a physical description of each person detained as a result of the stop, including:

(A) the person's gender; and

(B) the person's race or ethnicity, as stated by the person or, if the person does not state the person's race or ethnicity, as determined by the officer to the best of the officer's ability;

(2) the traffic law or ordinance alleged to have been violated or the suspected offense;
(3) whether the officer conducted a search as a result of the stop and, if so, whether the person detained consented to the search;

(4) whether any contraband was discovered in the course of the search and the type of contraband discovered;

(5) whether probable cause to search existed and the facts supporting the existence of that probable cause;

(6) whether the officer made an arrest as a result of the stop or the search, including a statement of the offense charged;

(7) the street address or approximate location of the stop; and

(8) whether the officer issued a warning or a citation as a result of the stop, including a description of the warning or a statement of the violation charged.

Art. 2.134. COMPILATION AND ANALYSIS OF INFORMATION COLLECTED. (a) In this article, "pedestrian stop" means an interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest.

(b) A law enforcement agency shall compile and analyze the information contained in each report received by the agency under Article 2.133. Not later than March 1 of each year, each local law enforcement agency shall submit a report containing the information compiled during the previous calendar year to the governing body of each county or municipality served by the agency in a manner approved by the agency.

(c) A report required under Subsection (b) must include:

(1) a comparative analysis of the information compiled under Article 2.133 to:

   (A) determine the prevalence of racial profiling by peace officers employed by the agency; and
(B) examine the disposition of traffic and pedestrian stops made by officers employed by the agency, including searches resulting from the stops; and

(2) information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling.

(d) A report required under Subsection (b) may not include identifying information about a peace officer who makes a traffic or pedestrian stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the reporting of information required under Article 2.133(b)(1).

(e) The Commission on Law Enforcement Officer Standards and Education shall develop guidelines for compiling and reporting information as required by this article.

(f) The data collected as a result of the reporting requirements of this article shall not constitute prima facie evidence of racial profiling.

Art. 2.135. EXEMPTION FOR AGENCIES USING VIDEO AND AUDIO EQUIPMENT. (a) A peace officer is exempt from the reporting requirement under Article 2.133 and a law enforcement agency is exempt from the compilation, analysis, and reporting requirements under Article 2.134 if:

(1) during the calendar year preceding the date that a report under Article 2.134 is required to be submitted:

(A) each law enforcement motor vehicle regularly used by an officer employed by the agency to make traffic and pedestrian stops is equipped with video camera and transmitter-activated equipment and each law enforcement motorcycle regularly used to make traffic and pedestrian stops is equipped with transmitter-activated equipment; and
(B) each traffic and pedestrian stop made by an officer employed by the agency that is capable of being recorded by video and audio or audio equipment, as appropriate, is recorded by using the equipment; or

(2) the governing body of the county or municipality served by the law enforcement agency, in conjunction with the law enforcement agency, certifies to the Department of Public Safety, not later than the date specified by rule by the department, that the law enforcement agency needs funds or video and audio equipment for the purpose of installing video and audio equipment as described by Subsection (a)(1)(A) and the agency does not receive from the state funds or video and audio equipment sufficient, as determined by the department, for the agency to accomplish that purpose.

(b) Except as otherwise provided by this subsection, a law enforcement agency that is exempt from the requirements under Article 2.134 shall retain the video and audio or audio documentation of each traffic and pedestrian stop for at least 90 days after the date of the stop. If a complaint is filed with the law enforcement agency alleging that a peace officer employed by the agency has engaged in racial profiling with respect to a traffic or pedestrian stop, the agency shall retain the video and audio or audio record of the stop until final disposition of the complaint.

(c) This article does not affect the collection or reporting requirements under Article 2.132.

Art. 2.136. LIABILITY. A peace officer is not liable for damages arising from an act relating to the collection or reporting of information as required by Article 2.133 or under a policy adopted under Article 2.132.

Art. 2.137. PROVISION OF FUNDING OR EQUIPMENT. (a) The Department of Public Safety shall adopt rules for providing funds or video and audio equipment to law enforcement agencies for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), including specifying criteria to prioritize funding or equipment provided to law enforcement agencies. The criteria may include consideration of tax
effort, financial hardship, available revenue, and budget surpluses. The criteria must give priority to:

(1) law enforcement agencies that employ peace officers whose primary duty is traffic enforcement;

(2) smaller jurisdictions; and

(3) municipal and county law enforcement agencies.

(b) The Department of Public Safety shall collaborate with an institution of higher education to identify law enforcement agencies that need funds or video and audio equipment for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A). The collaboration may include the use of a survey to assist in developing criteria to prioritize funding or equipment provided to law enforcement agencies.

(c) To receive funds or video and audio equipment from the state for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), the governing body of a county or municipality, in conjunction with the law enforcement agency serving the county or municipality, shall certify to the Department of Public Safety that the law enforcement agency needs funds or video and audio equipment for that purpose.

(d) On receipt of funds or video and audio equipment from the state for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), the governing body of a county or municipality, in conjunction with the law enforcement agency serving the county or municipality, shall certify to the Department of Public Safety that the law enforcement agency has installed video and audio equipment as described by Article 2.135(a)(1)(A) and is using the equipment as required by Article 2.135(a)(1).

Art. 2.138. RULES. The Department of Public Safety may adopt rules to implement Articles 2.131-2.137.

SECTION 2. Chapter 3, Code of Criminal Procedure, is amended by adding Article 3.05 to read as follows:
Art. 3.05. RACIAL PROFILING. In this code, "racial profiling" means a law enforcement-initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity.

SECTION 3. Section 96.641, Education Code, is amended by adding Subsection (j) to read as follows:

(j) As part of the initial training and continuing education for police chiefs required under this section, the institute shall establish a program on racial profiling. The program must include an examination of the best practices for:

(1) monitoring peace officers' compliance with laws and internal agency policies relating to racial profiling;

(2) implementing laws and internal agency policies relating to preventing racial profiling; and

(3) analyzing and reporting collected information.

SECTION 4. Section 1701.253, Occupations Code, is amended by adding Subsection (e) to read as follows:

(e) As part of the minimum curriculum requirements, the commission shall establish a statewide comprehensive education and training program on racial profiling for officers licensed under this chapter. An officer shall complete a program established under this subsection not later than the second anniversary of the date the officer is licensed under this chapter or the date the officer applies for an intermediate proficiency certificate, whichever date is earlier.

SECTION 5. Section 1701.402, Occupations Code, is amended by adding Subsection (d) to read as follows:

(d) As a requirement for an intermediate proficiency certificate, an officer must complete an education and training program on racial profiling established by the commission under Section 1701.253(e).
SECTION 6. Section 543.202, Transportation Code, is amended to read as follows:

Sec. 543.202. FORM OF RECORD. (a) In this section, "race or ethnicity" means of a particular descent, including Caucasian, African, Hispanic, Asian, or Native American descent.

(b) The record must be made on a form or by a data processing method acceptable to the department and must include:

1. the name, address, physical description, including race or ethnicity, date of birth, and driver's license number of the person charged;
2. the registration number of the vehicle involved;
3. whether the vehicle was a commercial motor vehicle as defined by Chapter 522 or was involved in transporting hazardous materials;
4. the person's social security number, if the person was operating a commercial motor vehicle or was the holder of a commercial driver's license or commercial driver learner's permit;
5. the date and nature of the offense, including whether the offense was a serious traffic violation as defined by Chapter 522;
6. whether a search of the vehicle was conducted and whether consent for the search was obtained;
7. the plea, the judgment, and whether bail was forfeited;
8. the date of conviction; and
9. the amount of the fine or forfeiture.

SECTION 7. Not later than January 1, 2002, a law enforcement agency shall adopt and implement a policy and begin collecting information under the policy as required by Article 2.132, Code of Criminal Procedure, as added by this Act. A local law enforcement agency shall first submit information to the governing body of each county or municipality served by the agency as required by Article 2.132, Code of Criminal Procedure, as
added by this Act, on March 1, 2003. The first submission of information shall consist of information compiled by the agency during the period beginning January 1, 2002, and ending December 31, 2002.

SECTION 8. A local law enforcement agency shall first submit information to the governing body of each county or municipality served by the agency as required by Article 2.134, Code of Criminal Procedure, as added by this Act, on March 1, 2004. The first submission of information shall consist of information compiled by the agency during the period beginning January 1, 2003, and ending December 31, 2003.

SECTION 9. Not later than January 1, 2002:

(1) the Commission on Law Enforcement Officer Standards and Education shall establish an education and training program on racial profiling as required by Subsection (e), Section 1701.253, Occupations Code, as added by this Act; and

(2) the Bill Blackwood Law Enforcement Management Institute of Texas shall establish a program on racial profiling as required by Subsection (j), Section 96.641, Education Code, as added by this Act.

SECTION 10. A person who on the effective date of this Act holds an intermediate proficiency certificate issued by the Commission on Law Enforcement Officer Standards and Education or has held a peace officer license issued by the Commission on Law Enforcement Officer Standards and Education for at least two years shall complete an education and training program on racial profiling established under Subsection (e), Section 1701.253, Occupations Code, as added by this Act, not later than September 1, 2003.

SECTION 11. An individual appointed or elected as a police chief before the effective date of this Act shall complete a program on racial profiling established under Subsection (j), Section 96.641, Education Code, as added by this Act, not later than September 1, 2003.

SECTION 12. This Act takes effect September 1, 200
I hereby certify that S.B. No. 1074 passed the Senate on April 4, 2001, by the following vote: Yeas 28, Nays 2; May 21, 2001, Senate refused to concur in House amendments and requested appointment of Conference Committee; May 22, 2001, House granted request of the Senate; May 24, 2001, Senate adopted Conference Committee Report by a viva-voce vote.

I hereby certify that S.B. No. 1074 passed the House, with amendments, on May 15, 2001, by a non-record vote; May 22, 2001, House granted request of the Senate for appointment of Conference Committee; May 24, 2001, House adopted Conference Committee Report by a non-record vote.

Approved:

Date

Governor
Most Recent Legal Requirements
(H.B. 3389)
Amend CSB 3389 (Senate committee report) as follows:

(1) Strike the following SECTIONS of the bill:
   (A) SECTION 8, adding Section 1701.164, Occupations
   Code (page 4, lines 61-66);
   (B) SECTION 24, amending Article 2.132(b), Code of
   Criminal Procedure (page 8, lines 19-53);
   (C) SECTION 25, amending Article 2.134(b), Code of
   Criminal Procedure (page 8, lines 54-64);
   (D) SECTION 28, providing transition language for the
   amendments to Articles 2.132(b) and 2.134(b), Code of Criminal
   Procedure (page 9, lines 40-47).

(2) Add the following appropriately numbered SECTIONS to
   the bill and renumber subsequent SECTIONS of the bill accordingly:
   SECTION Article 2.132, Code of Criminal Procedure, is
   amended by amending Subsections (a), (b), (d), and (e) and adding
   Subsection (g) to read as follows:
   (a) In this article:
   (1) "Law enforcement agency" means an agency of the
   state, or of a county, municipality, or other political subdivision
   of the state, that employs peace officers who make motor vehicle
   stops in the routine performance of the officers' official duties.
   (2) "Motor vehicle stop" means an occasion in which a
   peace officer stops a motor vehicle for an alleged violation of a
   law or ordinance.
   (3) "Race or ethnicity" means a particular descent,
   including Caucasian, African, Hispanic, Asian, [or] Native
   American, or Middle Eastern descent.
   (b) Each law enforcement agency in this state shall adopt a
detailed written policy on racial profiling. The policy must:
   (1) clearly define acts constituting racial profiling;
   (2) strictly prohibit peace officers employed by the
   agency from engaging in racial profiling;
   (3) implement a process by which an individual may
   file a complaint with the agency if the individual believes that a
   peace officer employed by the agency has engaged in racial
   profiling with respect to the individual;
   (4) provide public education relating to the agency's
   complaint process;
   (5) require appropriate corrective action to be taken
   against a peace officer employed by the agency who, after an
   investigation, is shown to have engaged in racial profiling in
   violation of the agency's policy adopted under this article;
   (6) require collection of information relating to
   motor vehicle stops in which a citation is issued and to
   arrests made as a result of those stops, including information relating to:
   (A) the race or ethnicity of the individual
   detained; and
   (B) whether a search was conducted and, if so,
whether the individual [person] detained consented to the search; and

(C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

(7) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit [to the governing body of each county or municipality served by the agency] an annual report of the information collected under Subdivision (6) to:

(A) the Commission on Law Enforcement Officer Standards and Education; and

(B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

(d) On adoption of a policy under Subsection (b), a law enforcement agency shall examine the feasibility of installing video camera and transmitter-activated equipment in each agency law enforcement motor vehicle regularly used to make motor vehicle [traffic] stops and transmitter-activated equipment in each agency law enforcement motorcycle regularly used to make motor vehicle [traffic] stops. If a law enforcement agency installs video or audio equipment as provided by this subsection, the policy adopted by the agency under Subsection (b) must include standards for reviewing video and audio documentation.

(e) A report required under Subsection (b)(7) may not include identifying information about a peace officer who makes a motor vehicle [traffic] stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the collection of information as required by a policy under Subsection (b)(6).

(g) On a finding by the Commission on Law Enforcement Officer Standards and Education that the chief administrator of a law enforcement agency intentionally failed to submit a report required under Subsection (b)(7), the commission shall begin disciplinary procedures against the chief administrator.

SECTION ___. Article 2.133, Code of Criminal Procedure, is amended to read as follows:

Art. 2.133. REPORTS REQUIRED FOR MOTOR VEHICLE [TRAFFIC-AND PEDESTRIAN] STOPS. (a) In this article, "race [ethnicity]" has the meaning assigned by Article 2.132(a).

(4) "Pedestrian stop" means an interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest.

(b) A peace officer who stops a motor vehicle for an alleged violation of a law or ordinance [regulating traffic or who stops a pedestrian for any suspected offense] shall report to the law enforcement agency that employs the officer information relating to the stop, including:

(1) a physical description of any [each] person operating the motor vehicle who is detained as a result of the stop, including:

(A) the person's gender; and

(B) the person's race or ethnicity, as stated by the person or, if the person does not state the person's race or
ethnicity, as determined by the officer to the best of the officer's ability;

(2) the initial reason for the stop [traffic law or ordinance alleged to have been violated or the suspected offense];

(3) whether the officer conducted a search as a result of the stop and, if so, whether the person detained consented to the search;

(4) whether any contraband or other evidence was discovered in the course of the search and a description [the type] of the contraband or evidence [discovered];

(5) the reason for the search, including whether:
   (A) any contraband or other evidence was in plain view;
   (B) any probable cause or reasonable suspicion existed to perform the search; or
   (C) the search was performed as a result of the towing of the motor vehicle or the arrest of any person in the motor vehicle [existed and the facts supporting the existence of that probable cause];

(6) whether the officer made an arrest as a result of the stop or the search, including a statement of whether the arrest was based on a violation of the Penal Code, a violation of a traffic law or ordinance, or an outstanding warrant and a statement of the offense charged;

(7) the street address or approximate location of the stop; and

(8) whether the officer issued a written warning or a citation as a result of the stop [including a description of the warning or a statement of the violation charged].

SECTION Article 2.134, Code of Criminal Procedure, is amended by amending Subsections (a) through (e) and adding Subsection (g) to read as follows:

(a) In this article:

(1) "Motor vehicle, pedestrian stop" has the meaning assigned by Article 2.132(a) [means an interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest].

(2) "Race or ethnicity" has the meaning assigned by Article 2.132(a).

(b) A law enforcement agency shall compile and analyze the information contained in each report received by the agency under Article 2.133. Not later than March 1 of each year, each [local] law enforcement agency shall submit a report containing the incident-based data [information] compiled during the previous calendar year to the Commission on Law Enforcement Officer Standards and Education and, if the law enforcement agency is a local law enforcement agency, to the governing body of each county or municipality served by the agency [in a manner approved by the agency].

(c) A report required under Subsection (b) must be submitted by the chief administrator of the law enforcement agency, regardless of whether the administrator is elected, employed, or appointed, and must include:

(1) a comparative analysis of the information compiled under Article 2.133 to:
   (A) evaluate and compare the number of motor
vehicle stops, within the applicable jurisdiction, of persons who are recognized as racial or ethnic minorities and persons who are not recognized as racial or ethnic minorities [determine the prevalence of racial profiling by peace officers employed by the agency]; and

(B) examine the disposition of motor vehicle [traffic and pedestrian] stops made by officers employed by the agency, categorized according to the race or ethnicity of the affected persons, as appropriate, including any searches resulting from [the] stops within the applicable jurisdiction; and

(2) information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling.

(d) A report required under Subsection (b) may not include identifying information about a peace officer who makes a motor vehicle [traffic or pedestrian] stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the reporting of information required under Article 2.133(b)(1).

(e) The Commission on Law Enforcement Officer Standards and Education, in accordance with Section 1701.162, Occupations Code, shall develop guidelines for compiling and reporting information as required by this article.

(g) On a finding by the Commission on Law Enforcement Officer Standards and Education that the chief administrator of a law enforcement agency intentionally failed to submit a report required under Subsection (b), the commission shall begin disciplinary procedures against the chief administrator.

SECTION _____. Article 2.135, Code of Criminal Procedure, is amended to read as follows:

Art. 2.135. PARTIAL EXEMPTION FOR AGENCIES USING VIDEO AND AUDIO EQUIPMENT. (a) A peace officer is exempt from the reporting requirement under Article 2.133 and the chief administrator of a law enforcement agency, regardless of whether the administrator is elected, employed, or appointed, is exempt from the compilation, analysis, and reporting requirements under Article 2.134 if:

(1) during the calendar year preceding the date that a report under Article 2.134 is required to be submitted:

(A) each law enforcement motor vehicle regularly used by an officer employed by the agency to make motor vehicle [traffic and pedestrian] stops is equipped with video camera and transmitter-activated equipment and each law enforcement motorcycle regularly used to make motor vehicle [traffic and pedestrian] stops is equipped with transmitter-activated equipment; and

(B) each motor vehicle [traffic and pedestrian] stop made by an officer employed by the agency that is capable of being recorded by video and audio or audio equipment, as appropriate, is recorded by using the equipment; or

(2) the governing body of the county or municipality served by the law enforcement agency, in conjunction with the law enforcement agency, certifies to the Department of Public Safety, not later than the date specified by rule by the department, that the law enforcement agency needs funds or video and audio equipment for the purpose of installing video and audio equipment as described by Subsection (a)(1)(A) and the agency does not receive from the state funds or video and audio equipment sufficient, as
determined by the department, for the agency to accomplish that purpose.

(b) Except as otherwise provided by this subsection, a law enforcement agency that is exempt from the requirements under Article 2.134 shall retain the video and audio or audio documentation of each motor vehicle [traffic and pedestrian] stop for at least 90 days after the date of the stop. If a complaint is filed with the law enforcement agency alleging that a peace officer employed by the agency has engaged in racial profiling with respect to a motor vehicle [traffic or pedestrian] stop, the agency shall retain the video and audio or audio record of the stop until final disposition of the complaint.

(c) This article does not affect the collection or reporting requirements under Article 2.132.

(d) In this article, "motor vehicle stop" has the meaning assigned by Article 2.132.

SECTION Chapter 2, Code of Criminal Procedure, is amended by adding Article 2.1385 to read as follows:

Art. 2.1385. CIVIL PENALTY. (a) If the chief administrator of a local law enforcement agency intentionally fails to submit the incident-based data as required by Article 2.134, the agency is liable to the state for a civil penalty in the amount of $1,000 for each violation. The attorney general may sue to collect a civil penalty under this subsection.

(b) From money appropriated to the agency for the administration of the agency, the executive director of a state law enforcement agency that intentionally fails to submit the incident-based data as required by Article 2.134 shall remit to the comptroller the amount of $1,000 for each violation.

(c) Money collected under this article shall be deposited in the state treasury to the credit of the general revenue fund.

SECTION Subchapter A, Chapter 102, Code of Criminal Procedure, is amended by adding Article 102.022 to read as follows:

Art. 102.022. COSTS ON CONVICTION TO FUND STATEWIDE REPOSITORY FOR DATA RELATED TO CIVIL JUSTICE. (a) In this article, "moving violation" means an offense that:

(1) involves the operation of a motor vehicle; and
(2) is classified as a moving violation by the Department of Public Safety under Section 708.052, Transportation Code.

(b) A defendant convicted of a moving violation in a justice court, county court, county court at law, or municipal court shall pay a fee of 10 cents as a cost of court.

(c) In this article, a person is considered convicted if:

(1) a sentence is imposed on the person;
(2) the person receives community supervision, including deferred adjudication; or
(3) the court defers final disposition of the person's case.

(d) The clerks of the respective courts shall collect the costs described by this article. The clerk shall keep separate records of the funds collected as costs under this article and shall deposit the funds in the county or municipal treasury, as appropriate.

(e) The custodian of a county or municipal treasury shall:

(1) keep records of the amount of funds on deposit collected under this article; and
(2) send to the comptroller before the last day of the first month following each calendar quarter the funds collected under this article during the preceding quarter.

(f) A county or municipality may retain 10 percent of the funds collected under this article by an officer of the county or municipality as a collection fee if the custodian of the county or municipal treasury complies with Subsection (e).

(g) If no funds due as costs under this article are deposited in a county or municipal treasury in a calendar quarter, the custodian of the treasury shall file the report required for the quarter in the regular manner and must state that no funds were collected.

(h) The comptroller shall deposit the funds received under this article to the credit of the Civil Justice Data Repository fund in the general revenue fund, to be used only by the Commission on Law Enforcement Officer Standards and Education to implement duties under Section 1701.162, Occupations Code.

(i) Funds collected under this article are subject to audit by the comptroller.

SECTION (a) Section 102.061, Government Code, as reenacted and amended by Chapter 921 (H.B. 3167), Acts of the 80th Legislature, Regular Session, 2007, is amended to conform to the amendments made to Section 102.061, Government Code, by Chapter 1053 (H.B. 2151), Acts of the 80th Legislature, Regular Session, 2007, and is further amended to read as follows:

Sec. 102.061. ADDITIONAL COURT COSTS ON CONVICTION IN STATUTORY COUNTY COURT: CODE OF CRIMINAL PROCEDURE. The clerk of a statutory county court shall collect fees and costs under the Code of Criminal Procedure on conviction of a defendant as follows:

(1) a jury fee (Art. 102.004, Code of Criminal Procedure) . . . $20;

(2) a fee for services of the clerk of the court (Art. 102.005, Code of Criminal Procedure) . . . $40;

(3) a records management and preservation services fee (Art. 102.005, Code of Criminal Procedure) . . . $25;

(4) a security fee on a misdemeanor offense (Art. 102.017, Code of Criminal Procedure) . . . $3;

(5) a juvenile delinquency prevention and graffiti eradication fee (Art. 102.0171, Code of Criminal Procedure) . . . $50 [[$5]; [and]

(6) a juvenile case manager fee (Art. 102.0174, Code of Criminal Procedure) . . . not to exceed $5; and

(7) a civil justice fee (Art. 102.022, Code of Criminal Procedure) . . . $0.10.

(b) Section 102.061, Government Code, as amended by Chapter 1053 (H.B. 2151), Acts of the 80th Legislature, Regular Session, 2007, is repealed. Section 102.061, Government Code, as reenacted and amended by Chapter 921 (H.B. 3167), Acts of the 80th Legislature, Regular Session, 2007, to reorganize and renumber that section, continues in effect as further amended by this section.

SECTION (a) Section 102.081, Government Code, as amended by Chapter 921 (H.B. 3167), Acts of the 80th Legislature, Regular Session, 2007, is amended to conform to the amendments made to Section 102.081, Government Code, by Chapter 1053 (H.B. 2151), Acts of the 80th Legislature, Regular Session, 2007, and is further amended to read as follows:

Sec. 102.081. ADDITIONAL COURT COSTS ON CONVICTION IN
COUNTY COURT: CODE OF CRIMINAL PROCEDURE. The clerk of a county court shall collect fees and costs under the Code of Criminal Procedure on conviction of a defendant as follows:

1. a jury fee (Art. 102.004, Code of Criminal Procedure) . . . $20;
2. a fee for clerk of the court services (Art. 102.005, Code of Criminal Procedure) . . . $40;
3. a records management and preservation services fee (Art. 102.005, Code of Criminal Procedure) . . . $25;
4. a security fee on a misdemeanor offense (Art. 102.017, Code of Criminal Procedure) . . . $3;
5. a juvenile delinquency prevention and graffiti eradication fee (Art. 102.0171, Code of Criminal Procedure) . . . $50 [§5]; and
6. a juvenile case manager fee (Art. 102.0174, Code of Criminal Procedure) . . . not to exceed $5; and
7. a civil justice fee (Art. 102.022, Code of Criminal Procedure) . . . $0.10.

(b) Section 102.081, Government Code, as amended by Chapter 1053 (H.B. 2151), Acts of the 80th Legislature, Regular Session, 2007, is repealed. Section 102.081, Government Code, as amended by Chapter 921 (H.B. 3167), Acts of the 80th Legislature, Regular Session, 2007, to reorganize and renumber that section, continues in effect as further amended by this section.

SECTION . Section 102.101, Government Code, is amended to read as follows:

Sec. 102.101. ADDITIONAL COURT COSTS ON CONVICTION IN JUSTICE COURT: CODE OF CRIMINAL PROCEDURE. A clerk of a justice court shall collect fees and costs under the Code of Criminal Procedure on conviction of a defendant as follows:

1. a jury fee (Art. 102.004, Code of Criminal Procedure) . . . $3;
2. a fee for withdrawing request for jury less than 24 hours before time of trial (Art. 102.004, Code of Criminal Procedure) . . . $3;
3. a jury fee for two or more defendants tried jointly (Art. 102.004, Code of Criminal Procedure) . . . one jury fee of $3;
4. a security fee on a misdemeanor offense (Art. 102.017, Code of Criminal Procedure) . . . $4;
5. a fee for technology fund on a misdemeanor offense (Art. 102.0173, Code of Criminal Procedure) . . . $4;
6. a juvenile case manager fee (Art. 102.0174, Code of Criminal Procedure) . . . not to exceed $5; and
7. a fee on conviction of certain offenses involving issuing or passing a subsequently dishonored check (Art. 102.0071, Code of Criminal Procedure) . . . not to exceed $50; and
8. a court cost on conviction of a Class C misdemeanor in a county with a population of 3.3 million or more, if authorized by the county commissioners court (Art. 102.009, Code of Criminal Procedure) . . . not to exceed $7; and
9. a civil justice fee (Art. 102.022, Code of Criminal Procedure) . . . $0.10.

SECTION . Section 102.121, Government Code, is amended to read as follows:

Sec. 102.121. ADDITIONAL COURT COSTS ON CONVICTION IN MUNICIPAL COURT: CODE OF CRIMINAL PROCEDURE. The clerk of a
municipal court shall collect fees and costs on conviction of a defendant as follows:

1. a jury fee (Art. 102.004, Code of Criminal Procedure) . . . $3;
2. a fee for withdrawing request for jury less than 24 hours before time of trial (Art. 102.004, Code of Criminal Procedure) . . . $3;
3. a jury fee for two or more defendants tried jointly (Art. 102.004, Code of Criminal Procedure) . . . one jury fee of $3;
4. a security fee on a misdemeanor offense (Art. 102.017, Code of Criminal Procedure) . . . $3;
5. a fee for technology fund on a misdemeanor offense (Art. 102.0172, Code of Criminal Procedure) . . . not to exceed $4; and
6. a juvenile case manager fee (Art. 102.0174, Code of Criminal Procedure) . . . not to exceed $5; and
7. a civil justice fee (Art. 102.022, Code of Criminal Procedure) . . . $0.10.

SECTION ____. Subchapter D, Chapter 1701, Occupations Code, is amended by adding Section 1701.164 to read as follows:

Sec. 1701.164. COLLECTION OF CERTAIN INCIDENT-BASED DATA SUBMITTED BY LAW ENFORCEMENT AGENCIES. The commission shall collect and maintain incident-based data submitted to the commission under Article 2.134, Code of Criminal Procedure, including incident-based data compiled by a law enforcement agency from reports received by the law enforcement agency under Article 2.133 of that code. The commission in consultation with the Department of Public Safety, the Bill Blackwood Law Enforcement Management Institute of Texas, the W. W. Caruth, Jr., Police Institute at Dallas, and the Texas Police Chiefs Association shall develop guidelines for submitting in a standard format the report containing incident-based data as required by Article 2.134, Code of Criminal Procedure.

SECTION ____. Subsection (a), Section 1701.501, Occupations Code, is amended to read as follows:

(a) Except as provided by Subsection (d), the commission shall revoke or suspend a license, place on probation a person whose license has been suspended, or reprimand a license holder for a violation of:

1. this chapter;
2. the reporting requirements provided by Articles 2.132 and 2.134, Code of Criminal Procedure; or
3. a commission rule.

SECTION ____. (a) The requirements of Articles 2.132, 2.133, and 2.134, Code of Criminal Procedure, as amended by this Act, relating to the compilation, analysis, and submission of incident-based data apply only to information based on a motor vehicle stop occurring on or after January 1, 2010. (b) The imposition of a cost of court under Article 102.022, Code of Criminal Procedure, as added by this Act, applies only to an offense committed on or after the effective date of this Act. An offense committed before the effective date of this Act is covered by the law in effect when the offense was committed, and the former law is continued in effect for that purpose. For purposes of this section, an offense was committed before the effective date of this Act if any element of the offense occurred before that date.
(II) Responding to the Law
Institutional Policy on Racial Profiling
I. POLICY

We are committed to a respect for constitutional rights in the performance of our duties. Our success is based on the respect we give to our community, and the respect members of the community observe toward law enforcement. To this end, we shall exercise our sworn duties, responsibilities, and obligations in a manner that does not discriminate on the basis of race, sex, gender, national origin, ethnicity, age, sexual orientation, economic status, cultural group, or religion.

All enforcement actions, particularly stops of individuals (for traffic and other purposes), investigative detentions, arrests, searches and seizures of persons or property, shall be based on the standards of reasonable suspicion or probable cause as required by the Fourth Amendment of the U.S. Constitution and statutory authority. In all enforcement decisions, officers shall be able to articulate specific facts, circumstances, and conclusions which support probable cause or reasonable suspicion for arrests, searches, seizures, and stops of individuals. Officers shall not stop, detain, arrest, search, or attempt to search anyone based solely upon the person's race, ethnic background, gender, sexual orientation, religion, economic status, age, cultural group, or any other identifiable group. Officers shall base all such actions on a reasonable suspicion that the person or an occupant of a vehicle has or is about to commit an offense.

II. PURPOSE

The purpose of this order is to provide general guidance on reducing the presence of bias in law enforcement actions, to identify key contexts in which bias may influence these actions, and emphasize the importance of the constitutional guidelines within which we operate.

III. DEFINITIONS

Bias: Prejudice or partiality which may be based on preconceived ideas, a person's upbringing, culture, experience, or education.
Biased Policing: Stopping, detaining, searching, or attempting to search, or using force against a person based upon his or her race, ethnic background, gender, sexual orientation, religion, economic status, age, cultural group, or any other identifiable group.

Ethnicity: Characteristics which may include race but also cultural characteristics or traits which are shared by a group with a common experience or history.

Gender: Unlike sex, a psychological classification based on cultural characteristics or traits.

Probable Cause: Facts or apparent facts and circumstances within an officer's knowledge and of which the officer had reasonable, trustworthy information to lead a reasonable and prudent person to believe that an offense has been or is about to be committed.

Race: A category of people of a particular decent, including African, Asian, Caucasian, Hispanic, Middle Eastern or Native American descent. As distinct from ethnicity, race only refers to physical characteristics sufficiently distinctive to group people under a classification.

Racial profiling: A law-enforcement initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity.

Reasonable Suspicion: Articulable, objective facts which lead an experienced officer to suspect that a person has committed, is committing, or may be about to commit a crime. A well-founded suspicion is based on the totality of the circumstances and does not exist unless it can be articulated. Reasonable suspicion supports a stop of a person. Courts require that stops based on reasonable suspicion be "objectively reasonable."

Sex: A biological classification, male or female, based on physical and genetic characteristics.

Stop: The detention of a subject for a brief period of time, based on reasonable suspicion. A stop is an investigative detention.

IV. PROCEDURES

A. General Responsibilities

1. Officers are prohibited from engaging in bias based profiling or stopping, detaining, searching, arresting, or taking any enforcement action including seizure or forfeiture activities, against any person based solely on the person's race, ethnic background, gender, sexual orientation, religion, economic status, age, cultural group, or any other identifiable group. These characteristics, however, may form part of reasonable suspicion or probable cause when officers are seeking a suspect with one or more of these attributes. *(IBP 2.01)*
2. Reasonable suspicion or probable cause shall form the basis for any enforcement actions or decisions. Individuals shall only be subjected to stops, seizures, or detention upon reasonable suspicion that they have committed, are committing, or are about to commit an offense. Officers shall document the elements of reasonable suspicion and probable cause in appropriate reports.

3. Officers shall observe all constitutional safeguards and shall respect the constitutional rights of all persons.

   a. As traffic stops furnish a primary source of bias-related complaints, officers shall have a firm understanding of the warrantless searches allowed by law, particularly the use of consent. How the officer disengages from a traffic stop may be crucial to a person's perception of fairness or discrimination.

   b. Officers shall not use the refusal or lack of cooperation to justify a search of the person or vehicle or a prolonged detention once reasonable suspicion has been dispelled.

4. All personnel shall treat everyone with the same courtesy and respect that they would have others observe to department personnel. To this end, personnel are reminded that the exercise of courtesy and respect engenders a future willingness to cooperate with law enforcement.

   a. Personnel shall facilitate an individual’s access to other governmental services whenever possible, and shall actively provide referrals to other appropriate agencies.

   b. All personnel shall accept, document, and forward to the Chief of Police any complaints made by an individual against the department. Further, officers shall provide information on the complaints process when appropriate.

5. When feasible, personnel shall offer explanations of the reasons for enforcement actions or other decisions that bear on an individual’s well-being unless the explanation would undermine an investigation or jeopardize an officer’s safety. When concluding an encounter, personnel shall thank him or her for cooperating.

6. When feasible, all personnel shall identify themselves by name. When a person requests the information, personnel shall give their departmental identification number, name of the immediate supervisor, or any other reasonable information.

7. All personnel are accountable for their actions. Personnel shall justify their actions when required.

B. Supervisory Responsibilities
1. Supervisors shall be held accountable for the observance of constitutional safeguards during the performance of their duties. Supervisors shall identify and correct instances of bias in the work of their subordinates.

2. Supervisors shall use the disciplinary mechanisms of the department to ensure compliance with this order and the constitutional requirements of law enforcement.

3. Supervisors shall be mindful that in accounting for the actions and performance of subordinates, supervisors are critical in maintaining community trust in law enforcement. Supervisors shall continually reinforce the ethic of impartial enforcement of the laws, and shall ensure that personnel, by their actions, maintain the community's trust in law enforcement.

4. Supervisors are reminded that biased enforcement of the laws engenders not only mistrust of law enforcement, but increases safety risks to personnel. Lack of control over bias also exposes the department to liability consequences. Supervisors shall be held accountable for repeated instances of biased enforcement of their subordinates.

5. Supervisors shall ensure that all enforcement actions are duly documented per departmental policy. Supervisors shall ensure that all reports show adequate documentation of reasonable suspicion and probable cause, if applicable.

6. Supervisors shall facilitate the filing of any complaints about law enforcement service.

C. Disciplinary Consequences

1. Actions prohibited by this order shall be cause for disciplinary action, up to and including dismissal.

D. Training (TBP: 2.01)

1. Officers shall complete all training required by state law regarding bias based profiling.

V. COMPLAINTS

A. The department shall publish complaint procedures and make them available at all city facilities and other public locations throughout the city. The department's complaint process and its bias based profiling policy will be posted on the department's website. Whenever possible, the media will be used to inform the public of the department's policy and complaint process.

B. Complaints alleging incidents of bias based profiling will be fully investigated as described under Policy 2.4.
C. Complainants will be notified of the results of the investigations when such investigation is completed.

VI. RECORD KEEPING

A. The department shall maintain all required records on traffic stops where a citation or warning is issued or where an arrest is made subsequent to a traffic stop pursuant to state law.

B. The information collected above will be reported to the City Council annually.

C. The information will be reported annually to TCOLE in the required format.
Complaint Process: Informing the Public and Addressing Allegations of Racial Profiling Practices
Informing the Public on the Process of Filing a Racial Profiling Complaint with the Hutto Police Department

The Texas Racial Profiling Law requires that police agencies provide information to the public regarding the manner in which to file a racial profiling complaint. In an effort to comply with this particular component, the Hutto Police Department launched an educational campaign aimed at informing the public on issues relevant to the racial profiling complaint process.

The police department made available, in the lobby area and on its web site, information relevant to filing a complaint on a racial profiling violation by a Hutto Police officer. It is believed that through these efforts, the community has been properly informed of the new policies and the complaint processes relevant to racial profiling.
Racial Profiling Training
Racial Profiling Training

Since 2002, all Hutto Police officers have been instructed, as specified in the Texas Racial Profiling Law, to adhere to all Texas Commission on Law Enforcement (TCOLE) training and the Law Enforcement Management Institute of Texas (LEMIT) requirements. To date, all sworn officers of the Hutto Police Department have completed the TCOLE basic training on racial profiling. The main outline used to train the officers of Hutto has been included in this report.

It is important to recognize that the Chief of the Hutto Police Department has also met the training requirements, as specified by the Texas Racial Profiling Law, in the completion of the LEMIT program on racial profiling. The satisfactory completion of the racial profiling training by the sworn personnel of the Hutto Police Department fulfills the training requirement as specified in the Education Code (96.641) of the Texas Racial Profiling Law.
Racial Profiling
Course Number 3256
Texas Commission on Law Enforcement
September 2001

Racial Profiling 3256

Instructor's Note:
You may wish to teach this course in conjunction with
Asset Forfeiture 3255 because of the related subject matter
and applicability of the courses. If this course is taught in
conjunction with Asset Forfeiture, you may report it under
Combined Profiling and Forfeiture 3257 to reduce data entry.

Abstract
This instructor guide is designed to meet the educational requirement for racial profiling
established by
legislative mandate: 77R-SB1074.

Target Population: Licensed law enforcement personnel in Texas

Prerequisites: Experience as a law enforcement officer

Length of Course: A suggested instructional time of 4 hours

Material Requirements: Overhead projector, chalkboard and/or flip charts, video tape
player,
handouts, practical exercises, and demonstrations

Instructor Qualifications: Instructors should be very knowledgeable about traffic stop
procedures and law enforcement issues

Evaluation Process and Procedures
An examination should be given. The instructor may decide upon the nature and
content of the
examination. It must, however, sufficiently demonstrate the mastery of the subject
content by the
student.

Reference Materials
Reference materials are located at the end of the course. An electronic copy of this
instructor guide
may be downloaded from our web site at http://www.tcleose.state.tx.us.
Racial Profiling 3256
1.0 RACIAL PROFILING AND THE LAW

1.1 UNIT GOAL: The student will be able to identify the legal aspects of racial profiling.

1.1.1 LEARNING OBJECTIVE: The student will be able to identify the legislative requirements placed upon peace officers and law enforcement agencies regarding racial profiling.

Racial Profiling Requirements:
Racial profiling CCP 3.05
Racial profiling prohibited CCP 2.131
Law enforcement policy on racial profiling CCP 2.132
Reports required for traffic and pedestrian stops CCP 2.133
Liability CCP 2.136
Racial profiling education for police chiefs Education Code 96.641
Training program Occupations Code 1701.253
Training required for intermediate certificate Occupations Code 1701.402
Definition of "race or ethnicity" for form Transportation Code 543.202

A. Written departmental policies
   1. Definition of what constitutes racial profiling
   2. Prohibition of racial profiling
   3. Complaint process
   4. Public education
   5. Corrective action
   6. Collection of traffic-stop statistics
   7. Annual reports

B. Not prima facie evidence

C. Feasibility of use of video equipment

D. Data does not identify officer

E. Copy of complaint-related video evidence to officer in question

F. Vehicle stop report
   1. Physical description of detainees: gender, race or ethnicity
   2. Alleged violation
   3. Consent to search
   4. Contraband
   5. Facts supporting probable cause
   6. Arrest
   7. Warning or citation issued
G. Compilation and analysis of data

H. Exemption from reporting – audio/video equipment

I. Officer non-liability

J. Funding

K. Required training in racial profiling
   1. Police chiefs
   2. All holders of intermediate certificates and/or two-year-old licenses as of 09/01/2001 (training to be completed no later than 09/01/2003) – see legislation 77R-SB1074

1.1.2 LEARNING OBJECTIVE: The student will become familiar with Supreme Court decisions and other court decisions involving appropriate actions in traffic stops.

   1. Motor vehicle search exemption
   2. Traffic violation acceptable as pretext for further investigation
   3. Selective enforcement can be challenged

B. Terry v. Ohio, 392 U.S. 1, 88 S.Ct. 1868 (1968)
   1. Stop & Frisk doctrine
   2. Stopping and briefly detaining a person
   3. Frisk and pat down

C. Other cases

2.0 RACIAL PROFILING AND THE COMMUNITY

2.1 UNIT GOAL: The student will be able to identify logical and social arguments against racial profiling.
2.1.1 LEARNING OBJECTIVE: The student will be able to identify logical and social arguments against racial profiling.
A. There are appropriate reasons for unusual traffic stops (suspicious behavior, the officer’s intuition, MOs, etc.), but police work must stop short of cultural stereotyping and racism

B. Racial profiling would result in criminal arrests, but only because it would target all members of a race randomly – the minor benefits would be far outweighed by the distrust and anger towards law enforcement by minorities and the public as a whole

C. Racial profiling is self-fulfilling bad logic: if you believed that minorities committed more crimes, then you might look for more minority criminals, and find them in disproportionate numbers

D. Inappropriate traffic stops generate suspicion and antagonism towards officers and make future stops more volatile – a racially-based stop today can throw suspicion on tomorrow’s legitimate stop

E. By focusing on race, you would not only be harassing innocent citizens, but overlooking criminals of all races and backgrounds – it is a waste of law enforcement resources

3.0 RACIAL PROFILING VERSUS REASONABLE SUSPICION

3.1 UNIT GOAL: The student will be able to identify the elements of both inappropriate and appropriate traffic stops.

3.1.1 LEARNING OBJECTIVE: The student will be able to identify elements of a racially motivated traffic stop.
A. Most race-based complaints come from vehicle stops, often since race is used as an inappropriate substitute for drug courier profile elements

B. "DWB" – "Driving While Black" – a nickname for the public perception that a Black person may be stopped solely because of their race (especially with the suspicion that they are a drug courier), often extended to other minority groups or activities as well ("Driving While Brown," "Flying While Black," etc.)

C. A typical traffic stop resulting from racial profiling
1. The vehicle is stopped on the basis of a minor or contrived traffic violation which is used as a pretext for closer inspection of the vehicle, driver, and passengers
2. The driver and passengers are questioned about things that do not relate to the traffic violation
3. The driver and passengers are ordered out of the vehicle
4. The officers visually check all observable parts of the vehicle
5. The officers proceed on the assumption that drug courier work is involved by detaining the driver and passengers by the roadside.
6. The driver is asked to consent to a vehicle search – if the driver refuses, the officers use other procedures (waiting on a canine unit, criminal record checks, license-plate checks, etc.), and intimidate the driver (with the threat of detaining him/her, obtaining a warrant, etc.)

3.1.2 LEARNING OBJECTIVE: The student will be able to identify elements of a traffic stop which would constitute reasonable suspicion of drug courier activity.
A. Drug courier profile (adapted from a profile developed by the DEA)
   1. Driver is nervous or anxious beyond the ordinary anxiety and cultural communication styles
   2. Signs of long-term driving (driver is unshaven, has empty food containers, etc.)
   3. Vehicle is rented
   4. Driver is a young male, 20-35
   5. No visible luggage, even though driver is traveling
   6. Driver was over-reckless or over-cautious in driving and responding to signals
   7. Use of air fresheners

B. Drug courier activity indicators by themselves are usually not sufficient to justify a stop

3.1.3 LEARNING OBJECTIVE: The student will be able to identify elements of a traffic stop which could constitute reasonable suspicion of criminal activity.
A. Thinking about the totality of circumstances in a vehicle stop

B. Vehicle exterior
   1. Non-standard repainting (esp. on a new vehicle)
   2. Signs of hidden cargo (heavy weight in trunk, windows do not roll down, etc.)
   3. Unusual license plate suggesting a switch (dirty plate, bugs on back plate, etc.)
   4. Unusual circumstances (pulling a camper at night, kids' bikes with no kids, etc.)

C. Pre-stop indicators
   1. Not consistent with traffic flow
   2. Driver is overly cautious, or driver/passengers repeatedly look at police car
   3. Driver begins using a car- or cell-phone when signaled to stop
   4. Unusual pull-over behavior (ignores signals, hesitates, pulls onto new street, moves objects in car, etc.)

D. Vehicle interior
   1. Rear seat or interior panels have been opened, there are tools or spare tire, etc.
   2. Inconsistent items (anti-theft club with a rental, unexpected luggage, etc.)

Resources
Proactive Field Stops Training Unit – Instructor's Guide, Maryland Police and Correctional Training Commissions, 2001. (See Appendix A.)

Web address for legislation 77R-SB1074:

http://tlo2.tlc.state.tx.us/tlo/77r/billtext/SB01074F.htm
Report on Complaints
Report on Complaints

The following table contains data regarding officers that have been the subject of a complaint, during the time period of 1/1/15---12/31/15, based on allegations outlining possible violations related to the Texas Racial Profiling Law. The final disposition of the case is also included.

A check above indicates that the Hutto Police Department has not received any complaints, on any members of its police force, for having violated the Texas Racial Profiling Law during the time period of 1/1/15 ---- 12/31/15.

Complaints Filed for Possible Violations of The Texas Racial Profiling Law

<table>
<thead>
<tr>
<th>Complaint No.</th>
<th>Alleged Violation</th>
<th>Disposition of the Case</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>Alleged Violation of Racial Profiling</td>
<td>Unfounded</td>
</tr>
<tr>
<td>002</td>
<td>Alleged Violation of Racial Profiling</td>
<td>Unfounded</td>
</tr>
</tbody>
</table>

Additional Comments:
Tables Illustrating Traffic and Motor Vehicle-Related Contacts
Tier 1 Data
### (I) Tier 1 Data

Motor Vehicle-Related Contact Information (1/1/15—12/31/15)

<table>
<thead>
<tr>
<th>Race/Ethnicity*</th>
<th>Contacts</th>
<th>Searches</th>
<th>Consensual Searches</th>
<th>PC Searches</th>
<th>Custody Arrests</th>
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<tbody>
<tr>
<td></td>
<td>N</td>
<td>%</td>
<td>N</td>
<td>%</td>
<td>N</td>
</tr>
<tr>
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<td>872</td>
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<td>68</td>
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<tr>
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<td>18</td>
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<td>1</td>
<td>.6</td>
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<td><strong>Total</strong></td>
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<td>100</td>
<td>154</td>
<td>100</td>
<td>53</td>
</tr>
</tbody>
</table>

"N" represents “number” of traffic-related contacts

* Race/Ethnicity is defined by Senate Bill 1074 as being of a “particular descent, including Caucasian, African, Hispanic, Asian, Native American or Middle Eastern”.

**Figure has been rounded

Number of instances where officers knew/did not know the race/ethnicity of the suspect before being detained:

158 (Knew)

1,608 (Did not know)

Number of complaints on alleged racial profiling between 01-01-15 and 12-31-15:

Number: 2 Claimed
Outcome: 2 Unfounded
## Contact Comparison

<table>
<thead>
<tr>
<th>Race / Ethnicity</th>
<th>2014</th>
<th></th>
<th>2015</th>
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<td>&lt;1</td>
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<td>Other</td>
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<td>1,347</td>
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<td>100</td>
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# Search Comparison

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<td>%</td>
<td>N</td>
<td>%</td>
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<td>%</td>
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<td>&lt;1</td>
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</tr>
<tr>
<td>Total</td>
<td>231</td>
<td>154</td>
<td>91</td>
<td>53</td>
<td>149</td>
<td>101</td>
</tr>
<tr>
<td></td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
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<td>100%</td>
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</table>
### Arrests Comparison

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<tr>
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<th>2015</th>
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<tr>
<td></td>
<td>Arrests</td>
<td>%</td>
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<td>Caucasian</td>
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<tr>
<td>Asian</td>
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<td>0</td>
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<tr>
<td>Native American</td>
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<td>0</td>
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<tr>
<td>Middle Eastern</td>
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<tr>
<td>Other</td>
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<td>&lt;1</td>
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<tr>
<td>Total</td>
<td>101</td>
<td>100</td>
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</tbody>
</table>
Total Number of Instances where Officers Knew/did not Know Race/Ethnicity of Individuals Before Being Detained (1/1/15--12/31/15)

<table>
<thead>
<tr>
<th>Total Number of Instances where Officers Knew Race and Ethnicity of Individuals Before Being Detained</th>
<th>Total Number of Instances where Officers Did Not Know the Race and Ethnicity of Individuals Before Being Detained</th>
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<tbody>
<tr>
<td>158</td>
<td>1,608</td>
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"Knew / Did Not Know"

<table>
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<tr>
<th>FREQUENCY</th>
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</tr>
<tr>
<td>1600</td>
<td></td>
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<tr>
<td>1800</td>
<td>1,608</td>
</tr>
</tbody>
</table>

Knew Race | Did Not Know
Tier 1 (Partial Exemption TCLEOSE Form)
Partial Exemption Racial Profiling Reporting (Tier 1)

Department Name  Hutto Police Department

Agency Number 491206

Chief Administrator Name Earl Morrison

Reporting Name David Stripling

Contact Number 512.759.5983

E-mail Address david.stripling@huttotx.gov

Certification to Report 2.132 (Tier 1) – Partial Exemption

Policy Requirements (2.132(b) CCP): Each law enforcement agency in this state shall adopt a detailed written policy on racial profiling. The policy must:

(1) clearly define acts constituting racial profiling;

(2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;

(3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;

(4) provide public education relating to the agency’s complaint process;

(5) require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown
to have engaged in racial profiling in violation of the agency's policy adopted under this article; ☐

(6) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:

(A) the race or ethnicity of the individual detained; ☐

(B) whether a search was conducted and, if so, whether the individual detained consented to the search; and ☐

(C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

(7) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:

(A) the Commission on Law Enforcement Officer Standards and Education; and

(B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

These policies are in effect

[Signature]

Chief Administrator Date

02/04/16
Partial Exemption Racial Profiling Reporting

(Tier 1)

Video and Audio Equipment Exemption

Partial Exemption Claimed by (2.135(a) CCP):

☒ all cars regularly used for motor vehicle stops are equipped with video camera and transmitter-activated equipment and each motor stop is recorded and the recording of the stop is retained for at least 90 days after the stop.

OR

☐ In accordance with 2.135(a)(2) the agency has requested and not received funds to install the recording equipment

I claim this exemption

[Signature]

Chief Administrator Date

02/07/16
Partial Exemption Racial Profiling Reporting (Tier 1)

(This is the TCLEOSE recommended form. The form is not mandatory. The information contained in this form, however, is mandatory. You may use your form, but all information must be provided.)

If you claim a partial exemption you must submit a report that contains the following data or use this format to report the data.

Instructions: Please fill out all boxes. If zero, use 0.

1. Total on lines 4, 11, 14, and 17 Must be equal
2. Total on line 20 Must equal line 15

**Number of Motor Vehicle Stops:**

1. _____ citation only
2. _____ arrest only
3. 1,709 neither
4. 1,766 Total

**Race or Ethnicity:**

5. 351 African
6. 27 Asian
7. 872 Caucasian
8. 494 Hispanic
9. _____ Middle Eastern
10. 21 Native American and Other
11. 1,766 Total
Race or Ethnicity Known Prior to Stop?

12. __ 158 Yes
13. _ 1,608 No

Search Conducted:

15. __ 154 Yes
16. _ 1,612 No

14. 1,766 Total
17. 1,766 Total

Was Search Consented?

18. __ 53 Yes
19. _ 101 No
20. _ 154 Total Must Equal # 15
Option to submit required data by utilizing agency report

You must submit your report in PDF format

Electronic Submission of data required by 2.132(b)(6) CCP

(6) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:

(A) the race or ethnicity of the individual detained; □

(B) whether a search was conducted and, if so, whether the individual detained consented to the search; and □

(C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

This report meets the above requirements

[Signature]
Chief Administrator

02/04/11
Date

Send entire documents electronically to this website

www.tcleose.state.tx.us
Tier 1 Baseline Comparison
(Fair Roads Standard)
(II) Motor Vehicle-Contacts and Fair Roads Standard Comparison
Comparison of motor vehicle-related contacts with households in Hutto that have vehicle access (in percentages). (1/1/15—12/31/15)

<table>
<thead>
<tr>
<th>Race/Ethnicity*</th>
<th>Contacts (in percentages)</th>
<th>Households with vehicle access (in percentages)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caucasian</td>
<td>49</td>
<td>68</td>
</tr>
<tr>
<td>African</td>
<td>20</td>
<td>14</td>
</tr>
<tr>
<td>Hispanic</td>
<td>28</td>
<td>16</td>
</tr>
<tr>
<td>Asian</td>
<td>2</td>
<td>***</td>
</tr>
<tr>
<td>Native American</td>
<td>.2</td>
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<tr>
<td>Middle Eastern</td>
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<td>N/A</td>
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<tr>
<td>Other</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>100</td>
<td>100</td>
</tr>
</tbody>
</table>

* Race/Ethnicity are defined by Senate Bill 1074 as being of a “particular descent, including Caucasian, African, Hispanic, Asian, Native American and Middle Eastern”.

**Represents rounded figure
Analysis and Interpretation of Data
Analysis

In 2001, the Texas legislature passed Senate Bill 1074 which became the Texas Racial Profiling Law. That is, the law came into effect on January 1, 2002 and required all police departments in Texas, to collect traffic-related data and report this information to their local governing authority by March 1st of each year. In 2009, the racial profiling law was modified to include the collection and reporting of all motor vehicle related contacts where a citation was issued or arrest made. In addition, the modification to the law further requires that all police officers indicate whether or not they knew the race or ethnicity of the individual before detaining them. Further, it is required that agencies report motor vehicle related data to their local governing authority and to the Texas Commission on Law Enforcement (TCOLE) by March 1st of each year. The purpose in collecting and presenting this information is to determine if police officers in a particular municipality are engaging in the practice of racially profiling minority motorists.

The Texas Racial Profiling Law also requires police departments to interpret motor vehicle-related data. Even though most researchers would probably agree with the fact that it is within the confines of good practice for police departments to be accountable to the citizenry while carrying a transparent image before the community, it is very difficult to determine if individual police officers are engaging in racial profiling, from a review and analysis of aggregate/institutional data. In other words, it is challenging for a reputable researcher to identify specific “individual” racist behavior from aggregate-level “institutional” data on traffic or motor vehicle-related contacts.

As stated previously, in 2009, the Texas Legislature passed House Bill 3389, which modified the existing Racial Profiling Law by adding new requirements; this took effect on January 1st, 2010. These most recent changes include, but are not exclusive of, the re-definition of a contact to include motor vehicles where a citation was issued or an arrest made. In addition, it requires police officers to indicate if they knew the race or ethnicity of the individual before detaining them. Also, the more recent law requires adding "middle eastern" to the racial and ethnic category and submitting the annual data report to TCOLE before March 1st of each year. I am pleased to inform you that these additional requirements have been addressed, since 2009, by the Hutto Police Department as it is demonstrated throughout this report.

In an effort to comply with The Texas Racial Profiling Law, the Hutto Police Department commissioned the analysis of its 2015 motor vehicle contact data. Thus, two different types of data analyses were performed. The first of these involved a careful evaluation of the 2015 motor vehicle-related data. This particular analysis measured, as required by the law, the number and percentage of Caucasians, African Americans, Hispanics, Asians, Native Americans, Middle Easterners and individuals belonging to the “other” category, that came in contact with the police in the course of a motor vehicle related contact, and were either issued a citation or arrested.
Further, the analysis included information relevant to the number and percentage of searches (table 1) while indicating the type of search performed (i.e., consensual or probable cause). Also, the data analysis included the number and percentage of individuals who, after they came in contact with the police for a motor vehicle-related reason, were arrested.

The additional data analysis performed was based on a comparison of the 2015 motor vehicle contact data with a specific baseline. When reviewing this particular analysis, it should be noted that there is disagreement, in the literature, regarding the appropriate baseline to be used when analyzing motor vehicle-related contact information. Of the baseline measures available, the Hutto Police Department opted to adopt, as a baseline measure, the Fair Roads Standard. This particular baseline is based on data obtained through the U.S. Census Bureau (2010) relevant to the number of households that have access to vehicles while controlling for the race and ethnicity of the heads of households.

It is clear that census data presents challenges to any effort made at establishing a fair and accurate racial profiling analysis. That is, census data contains information on all residents of a particular community, regardless of the fact they may or may not be among the driving population. Further, census data, when used as a baseline of comparison, presents the challenge that it captures information related to city residents only. Thus, excluding individuals who may have come in contact with the Hutto Police Department in 2015 but live outside city limits. In some cases, the percentage of the population that comes in contact with the police but lives outside city limits represents a substantial volume of all motor vehicle-related contacts made in a given year.

Since 2002, several civil rights groups in Texas expressed their desire and made recommendations to the effect that all police departments should rely, in their data analysis, on the Fair Roads Standard. This source contains census data specific to the number of “households” that have access to vehicles. Thus, proposing to compare “households” (which may have multiple residents and only a few vehicles) with “contacts” (an individual-based count). This, in essence, constitutes a comparison that may result in ecological fallacy. Despite this, the Hutto Police Department made a decision that it would use this form of comparison (i.e., census data relevant to households with vehicles) in an attempt to demonstrate its “good will” and “transparency” before the community. Thus, the Fair Roads Standard data obtained and used in this study is specifically relevant to Hutto.

Tier 1 (2015) Motor Vehicle-Related Contact Analysis

When analyzing the Tier 1 data collected in 2015, it was evident that most motor vehicle-related contacts were made with Caucasian drivers. This was followed by Hispanic and African American drivers. With respect to searches, most of them were performed on Caucasian drivers. This was followed by African Americans and Hispanics. It is important to note that the arrest data revealed that Caucasian drivers were arrested the most in motor vehicle-related contacts; this was followed by African Americans and Hispanics.
Fair Roads Standard Analysis

The data analysis of motor vehicle contacts to the census data relevant to the number of “households” in Hutto who indicated, in the 2010 census, that they had access to vehicles, produced interesting findings. Specifically, the percentage of individuals of African American and Hispanic descent that came in contact with the police was higher than the percentage of African American and Hispanic households in Hutto that claimed, in the 2010 census, to have access to vehicles. With respect to Caucasians, a lower percentage of contacts were detected. That is, the percentage of Caucasian drivers that came in contact with the police in 2015 was lower than the percentage of Caucasian households in Hutto with access to vehicles.

Summary of Findings

The comparison of motor vehicle contacts showed that the Hutto Police Department came in contact (in motor vehicle-related incidents) with a smaller percentage of Caucasian drivers than the percentage that resided in Hutto and had access to vehicles. Further, the data suggested that the percentage of African American and Hispanic drivers that came in contact with the police in 2015 was higher than the percentage of African American and Hispanic households in Hutto with access to vehicles. In addition, the data showed that in a large number of instances, officers did not know the race or ethnicity of individuals before detaining them, when compared to instances where officers knew the race/ethnicity of individuals before they were detained.

While considering the findings made in this analysis, it is recommended that the Hutto Police Department should continue to collect and evaluate additional information on motor vehicle contact data (i.e., reason for probable cause searches, contraband detected) which may prove to be useful when determining the nature of the contacts police officers are making with all individuals; particularly with African Americans and Hispanics. Although this additional data may not be required by state law, it is likely to provide insights regarding the nature and outcome of all motor vehicle contacts made with the public.

As part of this effort, the Hutto Police Department is also encouraged to:

1) Perform an independent search analysis on the search data collected in the first quarter of 2016.

2) Commission data audits in 2016 in order to assess data integrity; that is, to ensure that the data collected is consistent with the data being reported.

The Hutto Police Department complied with recommendations made last year, in a similar report, regarding data audits. In sum, the information and analysis provided in this report serves as evidence that the Hutto Police Department has, once again, complied with the Texas Racial Profiling Law.
(III) Summary
Checklist
Checklist

The following requirements were met by the Hutto Police Department in accordance with The Texas Racial Profiling Law:

☒ Clearly defined act or actions that constitute racial profiling

☒ Statement indicating prohibition of any peace officer employed by the Hutto Police Department from engaging in racial profiling

☒ Implement a process by which an individual may file a complaint regarding racial profiling violations

☒ Provide public education related to the complaint process

☒ Implement disciplinary guidelines for officer found in violation of the Texas Racial Profiling Law

☒ Collect data (Tier 1) that includes information on
  a) Race and ethnicity of individual detained
  b) Whether a search was conducted
  c) If there was a search, whether it was a consent search or a probable cause search
  d) Whether a custody arrest took place

☒ Indicate total number of officers who knew and did not know, the race/ethnicity of individuals before being detained.

☒ Produce an annual report on police contacts (Tier 1) and present this to local governing body and TCOLE by March 1, 2016.

☒ Adopt a policy, if video/audio equipment is installed, on standards for reviewing video and audio documentation
Contact Information
Contact Information
For additional questions regarding the information presented in this report, please contact:

Del Carmen Consulting, LLC
817.681.7840
www.texasracialprofiling.com
www.delcarmenconsulting.com

Disclaimer: The author of this report, Alejandro del Carmen/del Carmen Consulting, LLC, is not liable for any omissions or errors committed in the acquisition, analysis, or creation of this report. Further, Dr. del Carmen/del Carmen Consulting is not responsible for the inappropriate use and distribution of information contained in this report. Further, no liability shall be incurred as a result of any harm that may be caused to individuals and/or organizations as a result of the information contained in this report.
CITY OF HUTTO
CITY COUNCIL AGENDA

AGENDA ITEM NO.: 7A.  AGENDA DATE: February 18, 2016

PRESENTED BY: Helen Ramirez, AICP, Director, Development Services

ITEM: Consideration and possible action on a resolution approving the proposed Hutto Crossing Phase 4 Preliminary Plat, 253.09 acres, more or less, of land, 494 single-family lots, 4 commercial/multi-family lots, 20 open space lots, and 2 parkland/amenity center lots located between SH-130 (west boundary), US 79 W (north boundary), FM 685 (east boundary).

STRATEGIC GUIDE POLICY: Growth Guidance

ITEM BACKGROUND:
The Hutto Crossing Phase 4 preliminary plat is a proposed mixed-use development comprised of 253.09 acres. It is part of the larger 466.23-acre Hutto Crossing Planned Unit Development (PUD), which was approved by City Council on May 9, 2013. Phase One of the PUD includes the extension of Carl Stern Drive, and the recently completed Trails at Carmel Creek Senior Apartments. Phases two and three of Hutto Crossing will be comprised of single-family residential homes. The final plat for SH-130 phase two was recorded on January 20, 2016, and the final plat of phase three was approved by City Council on December 17, 2015. Once developed, the area comprised by the proposed Phase 4 Preliminary Plat will consist of a mix of commercial, single-family, and multi-family residential uses.

Phase 4 of the PUD includes 494 single-family lots totaling 75.20 acres (29.7 % of the project area) and 4 multi-family/commercial lots totaling 100.61 acres (39.8% of the project area). In addition to the single-family and commercial/multi-family lots, Phase 4 also includes approximately 52.39 acres of open space and parkland. There will be one dedicated parkland lot located in the 100 Brushy Creek floodplain, which is 26.92 acres in size (10.6% of the project area). There will also be one dedicated amenity center lot (2.17 acres), and 20 smaller open space lots totaling 23.3 acres (9.2% of the project area). Included in the small open space lots are eight 15-foot wide greenlinks. These greenlinks will include landscaping and five-foot wide sidewalks, and will maximize pedestrian connectivity as required by the PUD. In all, the proposed open space and parkland constitutes approximately 20.7% of the project area.

The preliminary plat for Phase 4 shows the proposed streets and open spaces, but does not identify lot lines between parcels in order to provide flexibility for the lot configuration. Phase 4 of this development will have 15 internal streets, comprising 24.89 acres (9.8% of project area). Fourteen (14) of the streets will be Residential Local streets with a 52-foot right-of-way. Names of the local...
streets are based on an agricultural theme and are intended to reflect the rich agricultural heritage of the area. Street names have been approved by Williamson County. The 14 residential streets within the development will have 30 feet of pavement, including eight-foot travel lanes and parallel parking on both sides. Five-foot wide sidewalks and six-foot wide tree lawns will be included on both sides of the street, inside the right-of-way. Knowles Drive will serve as an east-west Residential Collector street with a right-of-width of 58 feet. It will have 10-foot wide travel lanes instead of 8 foot, allowing for a slightly higher maximum speed. Though it is not part of the proposed preliminary plat for Phase 4, Carl Stern Drive will be integral to the overall development of the area. It will serve as a Major Collector street with a right-of-way width of 80 feet. Carl Stern Drive will be a divided street with a center landscaped median. All right of-way widths are consistent with the approved PUD. The developer will be required to provide a Traffic Impact Analysis when the development reaches 2,000 Average Daily Traffic.

The tree survey included with the submittal for Phase 4 indicates that the vast majority of the trees on the site will be preserved. Five protected trees are slated to be removed, including four trees located in the proposed alignment of the extension of Knowles Drive. Staff has requested that the applicant widen the street and create a divided median in this location to allow those protected trees to be preserved.

Staff comments have been addressed.

**BUDGETARY AND FINANCIAL SUMMARY:**
Not applicable.

**RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:**
The Planning and Zoning Commission recommended approval to City Council on February 2, 2016. The motion passed 4:2.

**CITY ATTORNEY REVIEW:**
Not applicable.

**STAFF RECOMMENDATION:**
Staff recommends that the Council approve the Resolution.

**SUPPORTING MATERIAL:**
1. Resolution-Hutto Crossing Phase 4 Preliminary Plat
2. Exhibit A-Hutto Crossing Phase 4 Preliminary Plat
RESOLUTION NO.

A RESOLUTION APPROVING THE PRELIMINARY PLAT KNOWN AS “HUTTO CROSSING PHASE 4”; IN THE CITY OF HUTTO, WILLIAMSON COUNTY, TEXAS.

WHEREAS, the Texas Local Government Code Chapter 212 and the City of Hutto Subdivision Ordinance requires the Planning and Zoning Commission to take action to recommend to the City Council whether or not to approve or disapprove a subdivision plat within thirty (30) days of the date an application is accepted, and;

WHEREAS, the Texas Local Government Code Chapter 212 and the City of Hutto Subdivision Ordinance requires the City Council take action to approve or disapprove a subdivision plat within thirty (30) days of the date of presentation at Planning and Zoning Commission, and;

WHEREAS, the Development Services Department and the City Engineer have reviewed the above referenced plat for compliance with statute and engineering standards, and;

WHEREAS, if City Council fails to take action on this plat within the prescribed thirty (30) day period, the plat is granted statutory approval, Now therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS:

that the Hutto City Council hereby approves the resolution for the preliminary plat known as “Hutto Crossing Phase 4”, a copy of same being attached hereto as “Exhibit A” and incorporated herein for all purposes.

CONSIDERED and RESOLVED on this the 18th day of the month February, 2016.

THE CITY OF HUTTO, TEXAS

________________________________________
Debbie Holland, Mayor

ATTEST:

_____________________________
Seth Gipson, City Secretary
Hutto Crossing
Phase 4
Preliminary Plat

LAND USE SUMMARY

RESIDENTIAL
area in acres 75.76 ac.
number of lots 491
% of project 26.9%
Block H 29 Lots 4.42 ac.
Block C 14 Lots 3.28 ac.
Block D 28 Lots 4.09 ac.
Block E 21 Lots 3.07 ac.
Block F 26 Lots 4.19 ac.
Block G 16 Lots 2.62 ac.
Block H 108 Lots 18.24 ac.
Block J 23 Lots 3.87 ac.
Block K 25 Lots 4.35 ac.
Block L 28 Lots 3.50 ac.
Block M 32 Lots 4.42 ac.
Block N 42 Lots 6.96 ac.
Block O 27 Lots 4.03 ac.
Block P 22 Lots 2.86 ac.
Block Q 13 Lots 1.52 ac.
Block R 11 Lots 1.68 ac.
Total 491 Lots 75.76 ac.

OPEN SPACE
area in acres 22.67 ac.
number of lots 31
% of project 1.7%
Block B 1 Lot 0.56 ac.
Block D 1 Lot 0.07 ac.
Block E 2 Lots 0.54 ac.
Block F 2 Lots 0.61 ac.
Block G 1 Lot 0.77 ac.
Block H 4 Lots 1.18 ac.
Block I 1 Lot 0.07 ac.
Block J 1 Lot 0.07 ac.
Block K 1 Lot 0.07 ac.
Block L 1 Lot 0.07 ac.
Block M 1 Lot 0.07 ac.
Block N 1 Lot 0.07 ac.
Block O 1 Lot 0.07 ac.
Block R 2 Lots 0.73 ac.
Total 31 Lot 22.67 ac.

NON-RESIDENTIAL
area in acres 100.61 ac.
number of lots 14
% of project 56.8%
Block A 1 Lot 4.96 ac.
Total 14 Lots 100.61 ac.

PARKLAND
area in acres 25.92 ac.
number of lots 1
% of project 10.6%
Total 1 Lot 25.92 ac.

OPEN SPACE/AMENITY
area in acres 2.17 ac.
number of lots -
% of project -
Total - Lot 2.17 ac.

ROAD USAGE
area in acres -
number of lots -
% of project -
Total - Lot 0.00 ac.

Total Lots 511
Total Acreage 253.09

OWNER
Hutto Option MEC Associates LLC
C/O FPC LLC, 1701 W. Melange Circle
550 California St., Suite 3400
San Francisco, CA 94114

NOTES:
1. No building, fencing, landscaping or structures are allowed within any drainage easement unless expressly permitted by the City of Hutto.
2. Building setback lines shall conform to PUD requirements.
3. A 5' P.U.E. will be dedicated on each side of all rear lot lines.
4. A 10' P.U.E. along and adjacent to all street side property lines will be dedicated.
5. A 5' P.U.E. will be dedicated on each side of all side lot lines.
6. No lot in this subdivision shall be occupied until construction is made to public water and wastewater utilities.
7. Street lighting shall be provided by the developer in conformance with the PUD requirements.
8. Sidewalks and street trees shall be installed on both sides of all streets within and bounding this subdivision.
9. Water and wastewater service for this subdivision will be available through the City of Hutto after the appropriate water and wastewater system improvements are installed to the site. The City of Hutto assumes no obligation for making any water and wastewater improvements required to serve this site.
10. Utility providers for this development water: City of Hutto, wastewater: City of Hutto, electric: Oncor.

ENGINEER'S CERTIFICATION
I, Kenneth M. Martin, am authorized under the laws of the State of Texas to practice the profession of engineering, and hereby certify that this preliminary plan is capable of an engineering standpoint and complies with the engineering-related portions of Chapter 5 of the Hutto Unified Development Code of 11/33/15, as amended, and is true and correct to the best of my knowledge.

DATE: 11/33/15
KEM M. MARTIN
Kenneth M. Martin, P.E.
Martin Engineering, Inc.
11700 Commerce Park, Suite 200
11610 South IH 35
Austin, TX 78750
512-237-9284

SURVEYOR'S CERTIFICATION
I, Travis J. Miller, am authorized under the laws of the State of Texas to practice the profession of surveying and am responsible for the preparation of the final plat for this development.

DATE: 11/33/15
TRAVIS J. MILLER
TRAVIS J. MILLER, R.S.
Capital Surveying FBLK 103276-3
925 S Capital of Texas Hwy. Blvd. 2-115
Wood Lake Plaza, 17824
512-327-4084
AGENDA ITEM NO.: 7B.  
AGENDA DATE: February 18, 2016

PRESENTED BY: Helen Ramirez, AICP, Director, Development Services

ITEM: Consideration and possible action on a resolution concerning the proposed Star Ranch HEB (Gattis School Rd/SH 130 Subdivision) Preliminary Plat, 30.0 acres, more or less, of land, 3 commercial lots, located within Hutto’s extraterritorial jurisdiction at Gattis School Road (south boundary) and SH-130 (west boundary).

STRATEGIC GUIDE POLICY: Growth Guidance

ITEM BACKGROUND: The Star Ranch HEB Preliminary Plat (Gattis School Rd/SH 130 Subdivision) is a proposed retail shopping center project comprised of 29.990 acres, more or less, of land bounded to the south by Gattis School Road, to the east by the southbound S.H. 130 frontage road, to the west by the proposed extension of Murfield Bend Road, and to the north by the property pertaining to TACK Development Ltd. that is proposed to be developed as commercial. The subject property is located outside the City limits, but within the City’s Extraterritorial Jurisdiction (ETJ). Pursuant to the Strategic Partnership Agreement between the City of Hutto and Williamson County Municipal Utility District No. 3, the land has been annexed by the City for limited purposes under Section 43.0751 of the Texas Local Government Code.

The proposed Preliminary Plat includes three (3) lots, the largest lot or Block A - Lot 1 is 27.12 acres, Block A - Lot 2 is 1.70 acres and is located on the northeast corner of Gattis School Road and proposed Muirfield Bend Road and Block A - Lot 3 is 1.15 acres and fronts on the S.H. 130 Frontage Road. The development is vested under the 2002 Subdivision Code, however the applicant has complied with specific sections of the Unified Development Code. Staff finds that the Preliminary Plat conforms to the applicable provisions in the 2002 Subdivision Code and Unified Development Code as outlined in the Development Agreement, as amended.

As demonstrated by the Applicant, there are no areas within the boundaries of this subdivision in the 100-year floodplain as defined by the Firm Map. No. 48491C0515E. Water and Wastewater for this subdivision will be available through the Williamson County Water, Sewer, Irrigation, Drainage District No. 3 (WCWSIDD). Parkland Development Fees are required and will be paid before plat recordation.
A Traffic Impact Analysis (TIA) for the preliminary plat has been submitted by the Applicant pursuant to Section 10.515.4 of the UDC for the intersection of Gattis School Road, Muirfield Bend Road, SH 130 frontage roads and FM 685. The TIA has been reviewed by staff, the City's traffic consultant, Williamson County and TxDOT. The City has reviewed the revised TIA and all comments have been addressed. The TIA has been approved by the City and has received conditional approval by TxDOT.

Williamson County comments have also been addressed.

**BUDGETARY AND FINANCIAL SUMMARY:**
The property is subject to an amended Development Agreement and amended Economic Development Agreement that were approved at the February 4th, 2016 City Council meeting.

**RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:**
The Planning and Zoning Commission recommended approval to City Council on February 2, 2016. The motion passed unanimously.

**CITY ATTORNEY REVIEW:**
Not applicable.

**STAFF RECOMMENDATION:**
Staff recommends that the Council approve the resolution.

**SUPPORTING MATERIAL:**
1. Resolution-Star Ranch HEB Preliminary Plat
2. Exhibit A-Star Ranch HEB (Gattis School Rd/SH-130 Subdivision) Preliminary Plat
3. Exhibit B-Star Ranch HEB (Gattis School Rd/SH-130 Subdivision) Preliminary Plat-Review Comments
RESOLUTION NO.

A RESOLUTION APPROVING THE PRELIMINARY PLAT KNOWN AS “STAR RANCH HEB (GATTIS SCHOOL RD/SH-130 SUBDIVISION)” ; LOCATED WITHIN THE EXTRATERRITORIAL JURISDICTION OF THE CITY OF HUTTO, WILLIAMSON COUNTY, TEXAS.

WHEREAS, the Texas Local Government Code Chapter 212 and the City of Hutto Subdivision Ordinance requires the Planning and Zoning Commission to take action to recommend to the City Council whether or not to approve or disapprove a subdivision plat within thirty (30) days of the date an application is accepted, and;

WHEREAS, the Texas Local Government Code Chapter 212 and the City of Hutto Subdivision Ordinance requires the City Council take action to approve or disapprove a subdivision plat within thirty (30) days of the date of presentation at Planning and Zoning Commission, and;

WHEREAS, the Development Services Department and the City Engineer have reviewed the above referenced plat for compliance with statute and engineering standards, and;

WHEREAS, if City Council fails to take action on this plat within the prescribed thirty (30) day period, the plat is granted statutory approval, Now therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS:

that the Hutto City Council hereby approves the resolution for the preliminary plat known as “Star Ranch HEB (Gattis School Rd/SH-130 Subdivision)”, a copy of same being attached hereto as “Exhibit A” and incorporated herein for all purposes.

CONSIDERED and RESOLVED on this the 18th day of the month February, 2016.

THE CITY OF HUTTO, TEXAS

_________________________________
Debbie Holland, Mayor

ATTEST:

_________________________________
Seth Gipson, City Secretary
### Preliminary Plat

**For**

**GATTIS SCHOOL RD / SH 130 SUBDIVISION**

---

**Owner:**
HEB Grocery Company
646 South Flores Street
San Antonio, TX 78204
(210) 328-0236

**Engineer:**
BURY, INC.
221 West Sixth Street, Suite 600
Austin, Texas 78701
EMENDOZA@BURYINC.COM
(512) 328-0011

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**Legal Description:**

29.990 ACRES OF LAND SITUATED IN WILLIAMSON COUNTY, TEXAS, BEING ALL OF THAT SAME 30.00 ACRES OF LAND CONVEYED TO HEB GROCERY COMPANY, L.P. IN DEED OF RECORD IN DOCUMENT NO. 2006027468 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS.

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**Site Benchmark:**

- **TBM 100:** PK NAIL WITH BURY WASHER SET IN MEDIAN OF GATTIS SCHOOL ROAD AT THE INTERSECTION OF SH 130, ±105’ SOUTHWEST OF SOUTHEASTERLY PROPERTY CORNER OF SUBJECT TRACT, ±60’ SOUTH OF A TRAFFIC SIGNAL POLE.
  - ELEVATION = 778.12’

- **TBM 101:** PK NAIL WITH BURY WASHER SET ±6’ FROM SACK OF CURB IN SIDEWALK ON SOUTHERLY SIDE OF GATTIS SCHOOL ROAD ±400’ WEST OF THE INTERSECTION WITH SH 130, ±14’ WEST OF A STORM SEWER MANHOLE.
  - ELEVATION = 774.18’

- **TBM 105:** IRON ROD WITH RED “BURY” CAP SET ±546’ EAST OF THE NORHEASTERLY CORNER OF SUBJECT TRACK IN THE WESTERLY ROW OF SH 130, ±56’ EAST OF A CONCRETE RCP.
  - ELEVATION = 734.65’

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**Floodplain Information:**


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**Address:**

5000 GATTIS SCHOOL ROAD

**Submitter Date:**

December 4, 2015

**Submitter:**

ERICKSON & MENDOZA, P.E.
BURY, INC.
221 West Sixth Street, Suite 600
Austin, Texas 78701
(512) 328-0011

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**Plan Submittals:**

<table>
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<th>#</th>
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<tr>
<td>1</td>
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<td>2</td>
<td>01/22/2016</td>
<td>Update #1</td>
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**Owners’ Certification:**

[Signature]

[Date]

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**Surveyors’ Certification:**

[Signature]

[Date]

---

**Engineers’ Certification:**

[Signature]

[Date]
Memo to: Erickson B. Mendoza, P.E.
Bury, Inc.
emendoza@buryinc.com

CC: Helen Ramirez, AICP
City of Hutto
helen.ramirez@huttotx.gov

From: Katheryn Cromwell
County Engineer’s Office
Development Services
kcromwell@wilco.org

Date: February 8, 2016

Re: 2nd Review of Preliminary Plat
Gattis School Road/SH 130 Subdivision

We have completed our 2nd review of the preliminary plat for the subdivision. This preliminary plat was received in our office on January 22, 2016 from Alexa Francisco.

We have the following comments on this preliminary plat:

1. Please label the contours on sheet 3.
2. Please edit note 2 to say “…Hutto UDC Requirements and Williamson County Subdivision Regulations”.
3. What is the ROW width for Muirfield Drive? Please clearly label on the plat.
4. Per the Williamson County 911 Addressing Coordinator: This plat will be addressed off of FM 685, not SH 130. Please show FM 685 on the plat in place of SH 130.
5. Please show and dimension survey ties across FM 685.
6. Show a dimension from the centerline of the existing pavement to the edge of the right-of-way along FM 685.
7. Add the following note to the plat:
   
   ALL SIDEWALKS ARE TO BE MAINTAINED BY EACH OF THE ADJACENT PROPERTY OWNERS.

8. The proposed ROW dedication along Gattis School Road is shown as .36 acres on the preliminary plat and .136 acres on the final plat. Which is correct?

If you have any questions regarding this review, please feel free to contact me at your convenience at (512) 943-3375 or kcromwell@wilco.org.
February 10, 2016

Ms. Katheryn Cromwell  
Department of Infrastructure  
County Engineer's Office  
3151 SE Inner Loop, Suite B  
Georgetown, Texas 78626

Re: Comment Response to Review Comments No. 1  
Preliminary Plat for Gattis School Road/SH 130 Subdivision  
Hutto, Williamson County, Texas

Dear Ms. Cromwell:

This is our response to comments received from your office on February 8, 2016. We have reviewed these comments and respond in the following manner:

1. Contour labels have been added on Sheet 3.
2. Note 2 in the Preliminary Plat has been updated.
3. The right-of-way of Muirfield Bend Drive is 70 feet. Muirfield Bend Drive right-of-way will be dedicated by separate instrument.
4. The plat now shows F.M. 685 as requested.
5. Survey ties have been added across F.M. 685.
6. The dimensions from centerline of existing pavement to edge of right-of-way along F.M. 685 have been shown on the Preliminary Plat, Sheet 2.
7. This note is shown in Note 12 on the Preliminary Plat, Sheet 2.
8. The correct right-of-way dedication is 0.136 acres. This has been corrected in the preliminary plat.

If you have any questions or require any additional information, please do not hesitate to contact our office.

Sincerely,

[Signature]

Erickson B. Mendoza, P.E.  
PROJECT MANAGER
January 29, 2016

Erickson Mendoza
Bury, Inc.
221 West 6th Street, Suite 200
7800 Shoal Creek Blvd., Suite 220 West
Austin, TX 78701
emendoza@buryinc.com

RE: City of Hutto Comment Report - 2
Star Ranch HEB Preliminary Plat

Dear Mr. Mendoza,

Upon review of the above referenced subdivision application submitted on January 25, 2016, the following comments are required to be resolved prior to presentation before City Council.

This application is currently scheduled for the following meeting dates:

- Planning and Zoning Commission: February 2, 2016
- City Council: February 18, 2016

| Planning Department | Helen Ramirez  
| helen.ramirez@huttotx.gov | (512) 759-5961 | 1. The plat name must be approved by Williamson County prior to recordation of the Final Plat. |
| Engineering Department | Emily Truman  
| emily.truman@huttotx.gov | (512) 759-4022 | 1. Approval of the TIA is required prior to review of the Preliminary Plat by City Council on February 18th. Please see the attached letter from Brian Vandewalle of Kimley-Horn, the City’s transportation consultant, regarding outstanding comments on the TIA. Please submit the revised TIA no later than February 5th for inclusion on the February 18th City Council agenda. |
| Parks Department | Mike Hemker  
| mike.hemker@huttotx.gov | (512) 759-4004 | 1. Parkland Development Fees are required prior to recordation of the Final Plat. Total park fees are $24,000 ($800/acre x 30 acres). |

Plats remain subject to additional staff comments through the duration of the review period.
If you have any questions regarding this report, please may contact me at (512) 759-5960, or by email at wallis.meshier@huttotx.gov.

Sincerely,

Wallis Meshier  
Senior Planner  

cc: Helen Ramirez, Director of Development Services  
Yvette Glover, Development Coordinator
AGENDA ITEM NO.: 7C.  
AGENDA DATE: February 18, 2016

PRESENTED BY: Melanie Hudson, Finance Director

ITEM: Consideration and possible action on the second and final reading of an ordinance amending the Fiscal Year 2014-15 Budget for miscellaneous end of year entries and to move capital project budgets to Fiscal Year 2015-16.

STRATEGIC GUIDE POLICY: Fiscal and Budgetary

ITEM BACKGROUND: This is expected to be the fourth and final amendment of the FY15 Budget. The amendments are detailed in the Exhibit A Fund Summaries. The main purpose of the amendment is to move allocated funds from FY15 to FY16 that are related to capital projects. Other miscellaneous adjustments are detailed in Exhibit A.

BUDGETARY AND FINANCIAL SUMMARY: Please see Exhibit A for the financial summary.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS: Major budget changes were reviewed by the Fiscal and Budgetary Committee.

CITY ATTORNEY REVIEW: Not applicable.

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

SUPPORTING MATERIAL:  
1. FY15 BA#4 Ordinance  
2. FY15 BA#4 Exhibit A
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS AMENDING THE FISCAL YEAR 2014-15 BUDGET FOR MISCELLANEOUS END OF YEAR ENTRIES AND TO MOVE CAPITAL PROJECT BUDGETS TO FISCAL YEAR 2015-16.

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

SECTION 1: That the appropriations for the fiscal year beginning October 1, 2014, and ending September 30, 2015, for the support of the general government of the City of Hutto, Texas, be amended for said term in accordance with the change in expenditures shown in the attached Exhibit A.

SECTION 2: That the amendment, as shown in words and figures in Exhibit A, is hereby approved in all aspects and adopted as an amendment to the City budget for the fiscal year October 1, 2014, and ending September 30, 2015.

SECTION 3: 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 and the City Charter.

SECTION 4: It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable and, if any phrase, sentence, paragraph or section of this Ordinance should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation of this ordinance of any such invalid phrase, clause, sentence, paragraph or section. If a court of competent jurisdiction to be invalid shall adjudge any provision of this Ordinance, the invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision, and to this end the provisions of this Ordinance are declared to be severable.

SECTION 5: All ordinances or parts of ordinances and sections of the City Code of Ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

SECTION 6: This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the Tex. Loc. Gov’t. Code and the City Charter.

SECTION 7: It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Tex. Gov’t. Code.

READ and APPROVED on first reading on this the 4th day of February 2016, at a regular meeting of the City Council of the City of Hutto, there being a quorum present.
READ, APPROVED and ADOPTED on second and final reading this 18th day of September 2015, at a regular meeting of the City Council of the City of Hutto, there being a quorum present.

THE CITY OF HUTTO, TEXAS

Debbie Holland, MAYOR

ATTEST:

SEAL

Seth Gipson, CITY SECRETARY
### CITY OF HUTTO 2014-15 BUDGET AMENDMENT #4

#### GENERAL FUND

<table>
<thead>
<tr>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #4</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Taxes</td>
<td>4,744,427</td>
<td>4,792,290</td>
<td>4,744,427</td>
<td>-101.01%</td>
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<tr>
<td>Sales Taxes</td>
<td>2,084,777</td>
<td>2,365,302</td>
<td>2,365,302</td>
<td>280,525</td>
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<td>Franchise Fees</td>
<td>714,575</td>
<td>752,886</td>
<td>714,575</td>
<td>-105.36%</td>
</tr>
<tr>
<td>Building and Development</td>
<td>922,165</td>
<td>1,064,134</td>
<td>922,165</td>
<td>-11.40%</td>
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<tr>
<td>Fees</td>
<td>256,500</td>
<td>295,440</td>
<td>295,441</td>
<td>38,941</td>
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<tr>
<td>Interlocal - HSD Reimbursement for SRO</td>
<td>165,000</td>
<td>164,268</td>
<td>165,000</td>
<td>-99.56%</td>
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<tr>
<td>Park Revenues</td>
<td>114,000</td>
<td>142,903</td>
<td>114,000</td>
<td>-125.35%</td>
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<tr>
<td>Other</td>
<td>608,486</td>
<td>417,233</td>
<td>613,095</td>
<td>4,609</td>
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<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>9,609,930</td>
<td>9,994,456</td>
<td>9,934,005</td>
<td>324,075</td>
</tr>
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#### EXPENDITURES

<table>
<thead>
<tr>
<th>City Administration</th>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>City Manager's Office</td>
<td>582,680</td>
<td>540,407</td>
<td>567,430</td>
<td>(15,250)</td>
</tr>
<tr>
<td>City Council</td>
<td>672,726</td>
<td>667,877</td>
<td>677,182</td>
<td>4,456</td>
</tr>
<tr>
<td>City Secretary's Office</td>
<td>150,763</td>
<td>149,416</td>
<td>150,763</td>
<td>-</td>
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<tr>
<td>Human Resources</td>
<td>283,962</td>
<td>271,123</td>
<td>276,131</td>
<td>(7,832)</td>
</tr>
<tr>
<td>Downtown</td>
<td>142,666</td>
<td>128,910</td>
<td>130,232</td>
<td>(12,434)</td>
</tr>
<tr>
<td>GIS</td>
<td>73,331</td>
<td>72,239</td>
<td>73,331</td>
<td>-</td>
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<tr>
<td><strong>Total City Administration</strong></td>
<td>1,906,128</td>
<td>1,829,971</td>
<td>1,875,069</td>
<td>(31,060)</td>
</tr>
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<table>
<thead>
<tr>
<th>Finance</th>
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<th></th>
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</thead>
<tbody>
<tr>
<td>Administration</td>
<td>539,572</td>
<td>484,088</td>
<td>539,572</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Finance</strong></td>
<td>539,572</td>
<td>484,088</td>
<td>539,572</td>
<td>-</td>
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</table>

<table>
<thead>
<tr>
<th>Development Services</th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Planning</td>
<td>396,519</td>
<td>360,853</td>
<td>396,519</td>
<td>-</td>
</tr>
<tr>
<td>Building/Code Enforcement</td>
<td>409,182</td>
<td>384,901</td>
<td>409,182</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Development Services</strong></td>
<td>803,701</td>
<td>745,733</td>
<td>803,701</td>
<td>-</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Public Works</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>234,799</td>
<td>223,503</td>
<td>234,799</td>
<td>-</td>
</tr>
<tr>
<td>Animal Control</td>
<td>83,722</td>
<td>70,742</td>
<td>83,722</td>
<td>-</td>
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<tr>
<td>Streets &amp; Drainage</td>
<td>755,641</td>
<td>729,349</td>
<td>755,641</td>
<td>-</td>
</tr>
<tr>
<td>Facility Maintenance</td>
<td>25,815</td>
<td>21,826</td>
<td>25,815</td>
<td>-</td>
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<tr>
<td><strong>Total Public Works</strong></td>
<td>1,099,977</td>
<td>1,045,420</td>
<td>1,099,977</td>
<td>-</td>
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</table>

<table>
<thead>
<tr>
<th>Public Safety</th>
<th></th>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>856,156</td>
<td>816,251</td>
<td>856,156</td>
<td>-</td>
</tr>
<tr>
<td>Animal Control</td>
<td>43,876</td>
<td>43,932</td>
<td>43,976</td>
<td>-</td>
</tr>
<tr>
<td>Police</td>
<td>1,748,734</td>
<td>1,695,261</td>
<td>1,789,818</td>
<td>41,084</td>
</tr>
<tr>
<td>Investigations</td>
<td>368,624</td>
<td>260,711</td>
<td>327,540</td>
<td>(12,059)</td>
</tr>
<tr>
<td>School Resource Officer</td>
<td>272,241</td>
<td>230,633</td>
<td>272,241</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Public Safety</strong></td>
<td>3,289,631</td>
<td>3,046,787</td>
<td>3,289,731</td>
<td>100</td>
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<table>
<thead>
<tr>
<th>Parks</th>
<th></th>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Parks Administration</td>
<td>262,574</td>
<td>238,597</td>
<td>261,422</td>
<td>(1,125)</td>
</tr>
<tr>
<td>Library</td>
<td>210,659</td>
<td>195,844</td>
<td>240,772</td>
<td>30,927</td>
</tr>
<tr>
<td>Recreation</td>
<td>228,746</td>
<td>191,628</td>
<td>203,119</td>
<td>23,492</td>
</tr>
<tr>
<td>Parks Maintenance</td>
<td>262,574</td>
<td>408,624</td>
<td>434,005</td>
<td>12,335</td>
</tr>
<tr>
<td><strong>Total Parks</strong></td>
<td>1,123,750</td>
<td>1,034,693</td>
<td>1,135,325</td>
<td>15,575</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Engineering</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering &amp; Inspections</td>
<td>464,454</td>
<td>385,264</td>
<td>445,427</td>
<td>(19,027)</td>
</tr>
<tr>
<td><strong>Total Engineering</strong></td>
<td>464,454</td>
<td>385,264</td>
<td>445,427</td>
<td>(19,027)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>General Services</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>221,974</td>
<td>175,272</td>
<td>186,921</td>
<td>(35,053)</td>
</tr>
<tr>
<td>Information Technology</td>
<td>528,002</td>
<td>382,026</td>
<td>398,709</td>
<td>(129,293)</td>
</tr>
<tr>
<td>Utility Billing</td>
<td>377,080</td>
<td>380,062</td>
<td>395,044</td>
<td>17,964</td>
</tr>
<tr>
<td><strong>Total General Services</strong></td>
<td>1,302,336</td>
<td>1,093,477</td>
<td>1,155,934</td>
<td>(42,468)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-Departmental</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>229,813</td>
<td>221,442</td>
<td>229,813</td>
<td>-</td>
<td>96.36%</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>10,761,362</td>
<td>9,886,895</td>
<td>10,580,569</td>
<td>(180,793)</td>
</tr>
</tbody>
</table>

#### OTHER FINANCING SOURCES

| Transfer In | 943,000 | 943,000 | 943,000 | - | 100.00% |
| Transfer Out | (483,000) | (483,000) | (483,000) | - | 100.00% |
| **Total Other Financing Sources** | 460,000 | 460,000 | 460,000 | - | 100.00% |

#### NET CHANGE IN FUND BALANCE

| (691,432) | (186,564) | 504,868 |

#### Beginning Fund Balance

| 3,305,017 | 3,305,017 | - Audited beginning fund balance |

#### Contingency Reserves

| 2,604,181 | 2,604,181 | - |

#### UNRESERVED ENDING FUND BALANCE

| 9,400 | 514,270 | 504,870 |

---

*Revised as of 2/4/2016 to reflect correct percentages of budget***
# GENERAL DEBT SERVICE FUND

**CITY OF HUTTO**  
**2014-15 BUDGET**  
**AMENDMENT #4**

<table>
<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #4</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Taxes</td>
<td>1,065,540</td>
<td>1,074,132</td>
<td>1,074,132</td>
<td>8,592</td>
<td>100.81%</td>
</tr>
<tr>
<td>Interest</td>
<td>500</td>
<td>637</td>
<td>637</td>
<td>137</td>
<td>127.39%</td>
</tr>
<tr>
<td>Rental Income</td>
<td>34,332</td>
<td>34,332</td>
<td>34,332</td>
<td>0</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>1,100,372</td>
<td>1,109,101</td>
<td>1,109,101</td>
<td>8,729</td>
<td>100.79%</td>
</tr>
</tbody>
</table>

**EXPENDITURES**  

|                          |        |                |            |            |         |
| Principal Reduction      | 615,150 | 614,787        | 614,787    | (363)      | 99.94%  |
| Interest                 | 583,909 | 583,434        | 583,436    | (473)      | 99.92%  |
| Paying Agent Fees        | 1,750   | 1,343          | 1,750      | -          | 76.75%  |
| **Total - Debt Service** | 1,200,809 | 1,199,564      | 1,199,973  | (366)      | 99.90%  |

**OTHER FINANCING SOURCES**  

|                          |        |                |            |            |         |
| Transfers In             | -       | -              | -          | -          | N/A     |
| Transfers Out            | -       | -              | -          | -          | N/A     |
| **Total Other Financing Sources** | -       | -              | -          | -          |         |

**NET CHANGE IN FUND BALANCE**  

|                          | (100,437) | (90,872) | 9,565     |
| Beginning Fund Balance   | 199,667   | 199,667   | 0         |

**ENDING FUND BALANCE**  

|                          | 99,230   | 108,795   | 9,565     |
## CITY OF HUTTO
### 2014-15 BUDGET
#### AMENDMENT #4

## CAPITAL REPLACEMENT FUNDS

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #4</th>
<th>Difference</th>
<th>% Budget</th>
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<td><strong>REVENUES</strong></td>
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<td></td>
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</tr>
<tr>
<td>Interest and Other</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Total Expenses</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>OTHER FINANCING SOURCES</strong></td>
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<td></td>
<td></td>
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<tr>
<td>Transfers In</td>
<td>100,000</td>
<td>100,000</td>
<td>100,000</td>
<td>-</td>
<td>100.00%</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Total Other Financing Sources</td>
<td>100,000</td>
<td>100,000</td>
<td>100,000</td>
<td>-</td>
<td>100.00%</td>
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<tr>
<td><strong>NET CHANGE IN FUND BALANCE</strong></td>
<td>100,000</td>
<td>100,000</td>
<td>-</td>
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<tr>
<td>Beginning Fund Balance</td>
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<tr>
<td>ENDING FUND BALANCE</td>
<td>570,000</td>
<td>570,000</td>
<td>0</td>
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## CITY OF HUTTO
### 2014-15 BUDGET
#### AMENDMENT #4

### COURT FEE FUNDS

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<th>AMENDED #4</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
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<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Court Technology Fees</td>
<td>6,700</td>
<td>7,130</td>
<td>6,700</td>
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<td>106.42%</td>
</tr>
<tr>
<td>Court Security Fees</td>
<td>5,100</td>
<td>5,018</td>
<td>5,100</td>
<td>-</td>
<td>98.39%</td>
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<tr>
<td>Court Training Fees</td>
<td>450</td>
<td>487</td>
<td>450</td>
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<td>108.30%</td>
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<tr>
<td><strong>Total Revenues</strong></td>
<td>12,250</td>
<td>12,635</td>
<td>12,250</td>
<td>-</td>
<td>103.15%</td>
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<td><strong>EXPENDITURES</strong></td>
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<tr>
<td>Court Technology</td>
<td>7,460</td>
<td>6,727</td>
<td>7,460</td>
<td>-</td>
<td>90.18%</td>
</tr>
<tr>
<td>Court Security</td>
<td>25,553</td>
<td>5,538</td>
<td>25,553</td>
<td>-</td>
<td>21.67%</td>
</tr>
<tr>
<td>Court Training</td>
<td>450</td>
<td></td>
<td>450</td>
<td>-</td>
<td>0.00%</td>
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<tr>
<td><strong>Total Expenses</strong></td>
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<td>12,265</td>
<td>33,463</td>
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<td>36.65%</td>
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<td><strong>OTHER FINANCING SOURCES</strong></td>
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</tr>
<tr>
<td>Transfers In</td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Total Other Financing Sources</strong></td>
<td>-</td>
<td></td>
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<tr>
<td><strong>NET CHANGE IN FUND BALANCE</strong></td>
<td>(21,213)</td>
<td>(21,213)</td>
<td>-</td>
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</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>30,179</td>
<td>30,179</td>
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<td><strong>ENDING FUND BALANCE</strong></td>
<td>8,970</td>
<td>8,970</td>
<td>-</td>
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<tr>
<td></td>
<td>BUDGET</td>
<td>YTD/ENCUMBERED</td>
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<td>DIFFERENCE</td>
<td>%BUDGET</td>
</tr>
<tr>
<td>------------------------</td>
<td>--------</td>
<td>----------------</td>
<td>------------</td>
<td>------------</td>
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<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hotel Occupancy Tax</td>
<td>100,000</td>
<td>109,428</td>
<td>109,428</td>
<td>9,428</td>
<td>109.43%</td>
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<td>Total Revenues</td>
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<td>109,428</td>
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<td></td>
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</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contributions to Civic Programs</td>
<td>34,863</td>
<td>25,840</td>
<td>34,863</td>
<td>-</td>
<td>74.12%</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>34,863</td>
<td>25,840</td>
<td>34,863</td>
<td>-</td>
<td>74.12%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>OTHER FINANCING SOURCES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>(254,000)</td>
<td>(254,000)</td>
<td>(254,000)</td>
<td>-</td>
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<td>(254,000)</td>
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<td>-</td>
<td>100.00%</td>
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<tr>
<td></td>
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<tr>
<td><strong>NET CHANGE IN FUND BALANCE</strong></td>
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<td></td>
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</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>202,130</td>
<td>202,130</td>
<td>202,130</td>
<td>(0)</td>
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<td>13,267</td>
<td>22,695</td>
<td>13,267</td>
<td>9,428</td>
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## RED LIGHT CAMERAS FUND

### REVENUES

<table>
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<tr>
<th>Description</th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #4</th>
<th>Difference</th>
<th>%Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red Light Camera Tickets</td>
<td>251,601</td>
<td>251,601</td>
<td>74,601</td>
<td>142.15%</td>
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<tr>
<td><strong>Total Revenues</strong></td>
<td>177,000</td>
<td>251,601</td>
<td>251,601</td>
<td>74,601</td>
<td>142.15%</td>
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**Based on actual collections**

### EXPENDITURES

<table>
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<th>Difference</th>
<th>%Budget</th>
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</thead>
<tbody>
<tr>
<td>Payments to ATS</td>
<td>175,000</td>
<td>139,881</td>
<td>139,881</td>
<td>(35,119)</td>
<td>79.93%</td>
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<tr>
<td>Remittance to State</td>
<td>0</td>
<td>45,814</td>
<td>45,814</td>
<td>45,814</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td>175,000</td>
<td>185,695</td>
<td>185,695</td>
<td>10,695</td>
<td>106.11%</td>
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</table>

**Based on actual expenditures**

### OTHER FINANCING SOURCES (USES)

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #4</th>
<th>Difference</th>
<th>%Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfers In</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>N/A</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Total Other Financing Sources (Uses)</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</table>

### NET CHANGE IN FUND BALANCE

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #4</th>
<th>Difference</th>
<th>%Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>4,942</td>
<td>4,942</td>
<td>4,942</td>
<td>(0)</td>
<td></td>
</tr>
<tr>
<td><strong>Ending Fund Balance</strong></td>
<td>6,942</td>
<td>70,848</td>
<td>63,906</td>
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**CITY OF HUTTO**  
**2014-15 BUDGET**  
**AMENDMENT #4**

### PEG FUND

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #4</th>
<th>Difference</th>
<th>% Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
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</tr>
<tr>
<td>PEG Capital Fees</td>
<td>28,560</td>
<td>30,907</td>
<td>28,560</td>
<td>-</td>
<td>108.22%</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>28,560</td>
<td>30,907</td>
<td>28,560</td>
<td>-</td>
<td>108.22%</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technology Equipment and Supplies</td>
<td>57,000</td>
<td>21,356</td>
<td>38,355</td>
<td>(18,645)</td>
<td>37.47%</td>
</tr>
<tr>
<td>Professional Services</td>
<td>23,338</td>
<td>41,983</td>
<td>41,983</td>
<td>18,645</td>
<td>179.89%</td>
</tr>
<tr>
<td>Communication Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>80,338</td>
<td>63,339</td>
<td>80,338</td>
<td>-</td>
<td>78.84%</td>
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<td><strong>OTHER FINANCING SOURCES</strong></td>
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<tr>
<td>Transfers In</td>
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<td>N/A</td>
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<tr>
<td>Transfers Out</td>
<td></td>
<td></td>
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<td></td>
<td>N/A</td>
</tr>
<tr>
<td>Total Other Financing Sources</td>
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<td></td>
<td></td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td><strong>NET CHANGE IN FUND BALANCE</strong></td>
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<td></td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>51,778</td>
<td>51,778</td>
<td>(0)</td>
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<tr>
<td>Ending Fund Balance</td>
<td></td>
<td>(0)</td>
<td>(0)</td>
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</table>
### Utility Fund

#### Budget YTD/Encumbered Amended #4 Difference %Budget

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #4</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Revenues</td>
<td>4,050,043</td>
<td>4,024,229</td>
<td>4,050,043</td>
<td>-</td>
<td>99.36%</td>
</tr>
<tr>
<td>Wastewater Revenues</td>
<td>3,037,237</td>
<td>3,152,280</td>
<td>3,037,237</td>
<td>-</td>
<td>103.79%</td>
</tr>
<tr>
<td>Connection Fees</td>
<td>129,798</td>
<td>178,586</td>
<td>178,586</td>
<td>48,788</td>
<td>137.59%</td>
</tr>
<tr>
<td>Other</td>
<td>1,455,377</td>
<td>1,316,389</td>
<td>1,444,708</td>
<td>(10,669)</td>
<td>90.45%</td>
</tr>
<tr>
<td>TOTAL REVENUES</td>
<td>8,672,455</td>
<td>8,671,484</td>
<td>8,710,574</td>
<td>38,119</td>
<td>99.99%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Works</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Water Services</td>
<td>4,450,294</td>
<td>4,035,580</td>
<td>4,433,311</td>
<td>(18,231)</td>
<td>90.68%</td>
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<tr>
<td>Wastewater Services</td>
<td>1,434,880</td>
<td>1,432,087</td>
<td>1,434,880</td>
<td>-</td>
<td>99.81%</td>
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<tr>
<td>HWY 79 WWTR Interceptor</td>
<td>514,768</td>
<td>518,783</td>
<td>505,455</td>
<td>(9,313)</td>
<td>100.78%</td>
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<tr>
<td>FM112 Waterline</td>
<td>7,108</td>
<td>180</td>
<td>7,108</td>
<td>-</td>
<td>2.53%</td>
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<tr>
<td>Total Public Works</td>
<td>6,407,050</td>
<td>5,986,630</td>
<td>6,380,754</td>
<td>(27,544)</td>
<td>93.44%</td>
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<tr>
<td>Engineering</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mesquite/ALCOA Waterline</td>
<td>878,648</td>
<td>867,979</td>
<td>867,979</td>
<td>(10,669)</td>
<td>98.79%</td>
</tr>
<tr>
<td>Total Engineering</td>
<td>878,648</td>
<td>867,979</td>
<td>867,979</td>
<td>(10,669)</td>
<td>98.79%</td>
</tr>
<tr>
<td>Non-Departmental</td>
<td>53,024</td>
<td>22,453</td>
<td>53,024</td>
<td>-</td>
<td>42.34%</td>
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<tr>
<td>TOTAL EXPENSES</td>
<td>7,338,722</td>
<td>6,877,062</td>
<td>7,301,757</td>
<td>(38,213)</td>
<td>93.71%</td>
</tr>
</tbody>
</table>

| OTHER FINANCING SOURCES                       |         |                |            |            |         |
| Transfer In (Impact Fees & UF CIP)            | 1,119,962 | 1,244,465       | 1,244,465  | 124,503    | 111.12% |
| Transfer Out                                  | (3,814,399) | (3,814,399)    | (3,814,399) | -          | 100.00% |
| Total Other Financing Sources                 | (2,694,437) | (2,569,934)     | (2,569,934) | 124,503    | 93.38%  |

| NET CHANGE IN WORKING CAPITAL                 | (1,360,704) | (1,161,117)     | 200,835    |            |         |
| Beginning Working Capital                     | 6,456,165   | 6,456,165       | -          |            |         |
| Contingency Reserves                          | 1,909,570   | 1,909,570       | -          |            |         |
| ENDING AVAILABLE WORKING CAPITAL             | 3,184,643   | 3,385,478       | 200,835    |            |         |
## CITY OF HUTTO
### 2014-15 BUDGET
#### AMENDMENT #4

## UTILITY DEBT SERVICE FUND

<table>
<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #4</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest and Other</td>
<td>500</td>
<td>840</td>
<td>-</td>
<td>-</td>
<td>168.01%</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>500</td>
<td>840</td>
<td>-</td>
<td>-</td>
<td>168.01%</td>
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<tr>
<td><strong>EXPENDITURES</strong></td>
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</tr>
<tr>
<td>Debt Service</td>
<td></td>
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</tr>
<tr>
<td>Principal Reduction</td>
<td>1,199,650</td>
<td>1,130,979</td>
<td>1,130,979</td>
<td>(68,671)</td>
<td>94%</td>
</tr>
<tr>
<td>Interest</td>
<td>1,816,750</td>
<td>1,690,991</td>
<td>1,690,993</td>
<td>(125,757)</td>
<td>93%</td>
</tr>
<tr>
<td>Paying Agent Fees</td>
<td>5,000</td>
<td>2,057</td>
<td>5,000</td>
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<td>41%</td>
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<td>Total - Debt Service</td>
<td>3,021,400</td>
<td>2,824,026</td>
<td>2,826,972</td>
<td>(194,428)</td>
<td>93%</td>
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<tr>
<td>Transfers In</td>
<td>3,020,399</td>
<td>3,020,399</td>
<td>3,020,399</td>
<td>-</td>
<td>100.00%</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>-</td>
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<td></td>
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<td>Total Other Financing Sources</td>
<td>3,020,399</td>
<td>3,020,399</td>
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<td>-</td>
<td>100%</td>
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<td><strong>NET CHANGE IN FUND BALANCE</strong></td>
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<td>193,427</td>
<td>194,428</td>
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<td>420,122</td>
<td>194,428</td>
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## IMPACT FEES

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<th>YTD/ENCUMBERED</th>
<th>AMENDED #4</th>
<th>DIFFERENCE</th>
<th>% BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Impact Fees</td>
<td>609,100</td>
<td>641,693</td>
<td>641,693</td>
<td>32,593</td>
<td>105.35%</td>
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<td>Wastewater Impact Fees</td>
<td>510,862</td>
<td>582,672</td>
<td>582,672</td>
<td>71,810</td>
<td>114.06%</td>
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<td>Interest</td>
<td>-</td>
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<td><strong>Total Revenues</strong></td>
<td>1,119,962</td>
<td>1,224,365</td>
<td>1,224,365</td>
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<td>109.32%</td>
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</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
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<td><strong>OTHER FINANCING SOURCES</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>(1,141,162)</td>
<td>(1,244,464)</td>
<td>(1,244,464)</td>
<td>(103,302)</td>
<td>109.05%</td>
</tr>
<tr>
<td><strong>Total Other Financing Sources</strong></td>
<td>(1,141,162)</td>
<td>(1,244,464)</td>
<td>(1,244,464)</td>
<td>(103,302)</td>
<td>109.05%</td>
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<td><strong>NET CHANGE IN FUND BALANCE</strong></td>
<td>(21,200)</td>
<td>(20,099)</td>
<td>1,101</td>
<td>0.00%</td>
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<td>21,200</td>
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</tr>
<tr>
<td><strong>ENDING FUND BALANCE</strong></td>
<td>-</td>
<td>1,101</td>
<td>1,101</td>
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## CITY OF HUTTO
### 2014-15 BUDGET
#### AMENDMENT #4

### UTILITY CIP FUND

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<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #4</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bond Interest</td>
<td>10,000</td>
<td>-</td>
<td>10,000</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Contributions</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Grant Revenue</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Bond Proceeds</td>
<td>21,740,000</td>
<td>-</td>
<td>21,740,000</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>21,750,000</td>
<td>-</td>
<td>21,750,000</td>
<td>-</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

| **EXPENDITURES**       |        |                |            |            |         |
| **Wastewater Capital Outlay System** |        |                |            |            |         |
| Hutto South WWTP        | 16,734,172 | 2,096,232 | 2,096,233 | (14,637,939) | 12.53% Roll project PO's to FY16 |
| Enclave Pump Force Main | 4,356,254  | 39,374      | 39,374    | (4,316,880)  | 0.90%  Roll project PO's to FY16 |
| **Other Services and Charges** |        |                |            |            |         |
| Bond Issuance Costs    | 507,934 | (600)         | 507,934   | -          | -0.12% |
| **Total - Capital Improvements** | 21,598,360 | 2,135,007 | 2,643,541 | (18,954,819) | 9.89% |

| **OTHER FINANCING SOURCES** |        |                |            |            |         |
| Transfers In            | -      | -              | -          | -          | N/A     |
| Transfers Out           | -      | -              | -          | -          | N/A     |
| **Total Other Financing Sources** | -   | -              | -          | -          | N/A     |

| **NET CHANGE IN FUND BALANCE** | 151,640 | 19,106,459 | 18,954,819 |
| Beginning Fund Balance   | -      | -              | -          |

| **ENDING FUND BALANCE**   | 151,640 | 19,106,460 | 18,954,820 |

---

*City of Hutto, 2014-15 Budget Amendment #4, Utility CIP Fund.*
## CITY OF HUTTO
### 2014-15 BUDGET
#### AMENDMENT #4

## CIP FUND

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #4</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest Earned</td>
<td>-</td>
<td>46</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
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<tr>
<td>Bond Interest</td>
<td>3,000</td>
<td>465</td>
<td>3,000</td>
<td>-</td>
<td>15.50%</td>
</tr>
<tr>
<td>Contributions</td>
<td>360,000</td>
<td>-</td>
<td>360,000</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Grant Revenue</td>
<td>1,009,249</td>
<td>168,370</td>
<td>1,009,249</td>
<td>-</td>
<td>16.68%</td>
</tr>
<tr>
<td>Parkland Fees</td>
<td>-</td>
<td>2,480</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Bond Proceeds</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>1,372,249</td>
<td>171,362</td>
<td>1,372,249</td>
<td>-</td>
<td>12.49%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Co-Op/Facility Study</td>
<td>150,044</td>
<td>161,903</td>
<td>161,903</td>
<td>11,859</td>
<td>107.90%</td>
</tr>
<tr>
<td>Gin Building Improvements</td>
<td>953,000</td>
<td>717,144</td>
<td>797,378</td>
<td>(155,222)</td>
<td>75.25%</td>
</tr>
<tr>
<td><strong>Public Works</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sidewalk Program</td>
<td>139,761</td>
<td>122,490</td>
<td>102,356</td>
<td>(37,134)</td>
<td>87.64%</td>
</tr>
<tr>
<td>Farley/Taylor Street</td>
<td>33,608</td>
<td>14,636</td>
<td>14,636</td>
<td>(18,972)</td>
<td>43.55%</td>
</tr>
<tr>
<td>Mager Lane</td>
<td>1,355</td>
<td>1,531</td>
<td>1,531</td>
<td>176</td>
<td>112.98%</td>
</tr>
<tr>
<td>Fencing Arterials</td>
<td>5,678</td>
<td>-</td>
<td>-</td>
<td>(5,678)</td>
<td>0.00%</td>
</tr>
<tr>
<td>CR 165</td>
<td>22,959</td>
<td>-</td>
<td>-</td>
<td>(22,959)</td>
<td>0.00%</td>
</tr>
<tr>
<td>FM 685</td>
<td>1,097,529</td>
<td>859,633</td>
<td>859,633</td>
<td>(237,896)</td>
<td>78.32%</td>
</tr>
<tr>
<td><strong>Parks</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fritz Park Improvements</td>
<td>70,512</td>
<td>13,073</td>
<td>13,073</td>
<td>(57,439)</td>
<td>18.54%</td>
</tr>
<tr>
<td><strong>Engineering</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FM 1660 N Sidewalks</td>
<td>79,803</td>
<td>47,608</td>
<td>47,608</td>
<td>(32,195)</td>
<td>59.66%</td>
</tr>
<tr>
<td><strong>Other Services and Charges</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bond Issuance Costs</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Debt Services</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Total - Capital Improvements</strong></td>
<td>2,554,249</td>
<td>1,938,018</td>
<td>1,998,118</td>
<td>(556,132)</td>
<td>75.87%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OTHER FINANCING SOURCES</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfers In</td>
<td>593,000</td>
<td>593,000</td>
<td>593,000</td>
<td>-</td>
<td>100.00%</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Total Other Financing Sources</strong></td>
<td>593,000</td>
<td>593,000</td>
<td>593,000</td>
<td>-</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NET CHANGE IN FUND BALANCE</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(589,000)</td>
<td>(32,869)</td>
<td>556,132</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>630,443</td>
<td>630,443</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>ENDING FUND BALANCE</strong></td>
<td>41,443</td>
<td>597,575</td>
<td>556,132</td>
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</table>
### SOLID WASTE

<table>
<thead>
<tr>
<th>In Items</th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #4</th>
<th>Difference</th>
<th>% Budget</th>
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<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Solid Waste Franchise</td>
<td>101,454</td>
<td>110,647</td>
<td>110,647</td>
<td>9,193</td>
<td>109.06%</td>
</tr>
<tr>
<td>Based on actual collections</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Late Fees</td>
<td>27,315</td>
<td>28,781</td>
<td>28,781</td>
<td>1,466</td>
<td>105.37%</td>
</tr>
<tr>
<td>Based on actual collections</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Solid Waste User Fees</td>
<td>1,186,878</td>
<td>1,186,701</td>
<td>1,186,878</td>
<td>-</td>
<td>99.99%</td>
</tr>
<tr>
<td>Based on actual collections</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recycling Cart Fee</td>
<td>60,156</td>
<td>60,225</td>
<td>60,156</td>
<td>-</td>
<td>100.11%</td>
</tr>
<tr>
<td>Other</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>1,375,803</td>
<td>1,386,355</td>
<td>1,386,462</td>
<td>10,659</td>
<td>100.77%</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Waste Management</td>
<td>1,189,104</td>
<td>1,163,082</td>
<td>1,189,104</td>
<td>-</td>
<td>97.81%</td>
</tr>
<tr>
<td>Bad Debt</td>
<td>7,500</td>
<td>-</td>
<td>7,500</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>26,000</td>
<td>26,592</td>
<td>26,000</td>
<td>-</td>
<td>102.28%</td>
</tr>
<tr>
<td>Capital Lease</td>
<td>44,497</td>
<td>44,497</td>
<td>44,497</td>
<td>-</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>1,267,101</td>
<td>1,234,170</td>
<td>1,267,101</td>
<td>-</td>
<td>97.40%</td>
</tr>
<tr>
<td><strong>OTHER FINANCING SOURCES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>(105,000)</td>
<td>(105,000)</td>
<td>(105,000)</td>
<td>-</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>Total Other Financing Sources</strong></td>
<td>(105,000)</td>
<td>(105,000)</td>
<td>(105,000)</td>
<td>-</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>NET CHANGE IN FUND BALANCE</strong></td>
<td>3,702</td>
<td>14,361</td>
<td>10,659</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>-</td>
<td></td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>ENDING FUND BALANCE</strong></td>
<td>3,702</td>
<td>14,361</td>
<td>10,659</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
AGENDA ITEM NO.: 7D.  
AGENDA DATE: February 18, 2016

PRESENTED BY: Melanie Hudson, Finance Director

ITEM: Consideration and possible action on the second and final reading of an ordinance amending the Fiscal Year 2015-16 Budget to reallocate capital project funds from the FY16 Budget and other miscellaneous adjustments.

STRATEGIC GUIDE POLICY: Fiscal and Budgetary

ITEM BACKGROUND: This represents the first amendment of the FY16 Budget. The amendments are detailed in the Exhibit A Fund Summaries. The main purpose of the amendment is to move allocated funds from FY15 to FY16 that are related to capital projects. Fund balances are estimated based on adopted budget and rolled PO's.

BUDGETARY AND FINANCIAL SUMMARY: Please see Exhibit A for the financial summary.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS: Major budget changes were reviewed by the Fiscal and Budgetary Committee.

CITY ATTORNEY REVIEW: Not applicable.

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

SUPPORTING MATERIAL:  
1. FY16 BA#1 Ordinance  
2. FY16 BA#1 Exhibit A
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS AMENDING THE FISCAL YEAR 2015-16 BUDGET TO REALLOCATE CAPITAL PROJECT FUNDS FROM THE FISCAL YEAR 2014-15 BUDGET AND OTHER MISCELLANEOUS ADJUSTMENTS.

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

SECTION 1: That the appropriations for the fiscal year beginning October 1, 2015, and ending September 30, 2016, for the support of the general government of the City of Hutto, Texas, be amended for said term in accordance with the change in expenditures shown in the attached Exhibit A.

SECTION 2: That the amendment, as shown in words and figures in Exhibit A, is hereby approved in all aspects and adopted as an amendment to the City budget for the fiscal year October 1, 2015, and ending September 30, 2016.

SECTION 3: 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 and the City Charter.

SECTION 4: It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable and, if any phrase, sentence, paragraph or section of this Ordinance should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation of this ordinance of any such invalid phrase, clause, sentence, paragraph or section. If a court of competent jurisdiction to be invalid shall adjudge any provision of this Ordinance, the invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision, and to this end the provisions of this Ordinance are declared to be severable.

SECTION 5: All ordinances or parts of ordinances and sections of the City Code of Ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

SECTION 6: This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the Tex. Loc. Gov't. Code and the City Charter.

SECTION 7: It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Tex. Gov't. Code.

READ and APPROVED on first reading on this the 4th day of February 2016, at a regular meeting of the City Council of the City of Hutto, there being a quorum present.
READ, APPROVED and ADOPTED on second and final reading this 18th day of February 2016, at a regular meeting of the City Council of the City of Hutto, there being a quorum present.

THE CITY OF HUTTO, TEXAS

Debbie Holland, MAYOR

ATTEST:

Seth Gipson, CITY SECRETARY
### FYD/ENCUMBERED

Rolled PO Parks & Recreation Trails Master Plan; Moved copier & $3,000 Library Grant

Rolled PO for Christmas Tree, topper & ornaments

## REVENUES

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>AMENDED #1</th>
<th>Difference</th>
<th>% Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Taxes</td>
<td>5,388,840</td>
<td>-</td>
<td>5,388,840</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Sales Taxes</td>
<td>2,334,339</td>
<td>632,870</td>
<td>2,334,339</td>
<td>-</td>
<td>27.11%</td>
</tr>
<tr>
<td>Franchise Fees</td>
<td>729,104</td>
<td>96,776</td>
<td>729,104</td>
<td>-</td>
<td>13.27%</td>
</tr>
<tr>
<td>Building and Development</td>
<td>7,488,400</td>
<td>144,714</td>
<td>688,400</td>
<td>(60,000)</td>
<td>19.34%</td>
</tr>
<tr>
<td>Fines</td>
<td>281,500</td>
<td>56,959</td>
<td>281,500</td>
<td>-</td>
<td>20.25%</td>
</tr>
<tr>
<td>Interlocal - HSD Reimbursement for SRO</td>
<td>206,320</td>
<td>68,776</td>
<td>153,000</td>
<td>(53,320)</td>
<td>33.33%</td>
</tr>
<tr>
<td>Fork Revenues</td>
<td>1,322,030</td>
<td>24,476</td>
<td>132,030</td>
<td>-</td>
<td>18.54%</td>
</tr>
<tr>
<td>Other</td>
<td>464,575</td>
<td>23,984</td>
<td>467,575</td>
<td>3,000</td>
<td>5.16%</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>10,385,108</td>
<td>1,048,593</td>
<td>10,174,188</td>
<td>(110,320)</td>
<td>10.20%</td>
</tr>
</tbody>
</table>

### EXPENDITURES

#### City Administration

City Manager's Office

City Secretary's Office

Human Resources

Downtown

Gis

**Total City Administration**

Finance

Administration

**Total Finance**

Development Services

Public Works

Administration

Animal Control

Street & Drainage

**Total Public Works**

Public Safety

Administration

Patrol

Investigations

School Resource Officer

**Total Public Safety**

Parks

Parks Administration

Recreation

Parks Maintenance

**Total Parks**

General Services

Administration

Information Technology

Municipal Court

Library

Facility Maintenance

**Total General Services**

Non-Departmental

**Movement: copier lease to IT Budget**

**Rolled PO for IT Services to IT; additional Memorial Day Flood damage expenses**

### CONSOLIDATION

Rolled PO for Tyler Technologies Financial contract; Documation (copier) Contract; Consolidation of citywide Communication Svcs (Verizon, Time Warner & CenturyLink) to IT

**Rolled PO for IT Services to IT; additional Memorial Day Flood damage expenses**

### TOTAL EXPENDITURES

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>AMENDED #1</th>
<th>Difference</th>
<th>% Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer In</td>
<td>370,240</td>
<td>-</td>
<td>370,240</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Transfer Out</td>
<td>(70,000)</td>
<td>(70,000)</td>
<td>(70,000)</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>TOTAL OTHER FINANCING SOURCES</strong></td>
<td>300,240</td>
<td>-</td>
<td>300,240</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>NET CHANGE IN FUND BALANCE</strong></td>
<td>(126,991)</td>
<td>(540,053)</td>
<td>(373,538)</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>2,805,185</td>
<td>3,218,131</td>
<td>412,946</td>
<td>27.12%</td>
<td></td>
</tr>
<tr>
<td><strong>Contingency Reserves</strong></td>
<td>2,678,084</td>
<td>2,678,084</td>
<td>-</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td><strong>UNRESERVED ENDING FUND BALANCE</strong></td>
<td>110</td>
<td>39,410</td>
<td>70,590</td>
<td>0.00%</td>
<td></td>
</tr>
</tbody>
</table>

### CITY OF HUTTO

**2015-16 BUDGET**

**AMENDMENT #1**

**GENERAL FUND**

**Revenue:**

- Property Taxes: $5,388,840
- Sales Taxes: $2,334,339
- Franchise Fees: $729,104
- Building and Development: $7,488,400
- Finances: $281,500
- Interlocal - HSD Reimbursement for SRO: $206,320
- Fork Revenues: $1,322,030
- Other: $464,575

**Total Revenues:** $10,385,108

**Expenditures:**

### City Administration

- City Manager's Office: $559,787
- City Secretary's Office: $159,835
- Human Resources: $296,150
- Downtown: $128,900
- GIS: $75,496

**Total City Administration:** $1,923,514

### Finance

- Administration: $551,161

**Total Finance:** $551,161

### Development Services

- Planning: $442,945
- Inspections & Code Enforcement: $520,639

**Total Development Services:** $1,216,956

### Public Works

- Administration: $237,018
- Animal Control: $143,039
- Street & Drainage: $810,717

**Total Public Works:** $1,190,774

### Public Safety

- Administration: $767,176
- Patrol: $2,083,408
- Investigations: $375,851
- School Resource Officer: $176,728

**Total Public Safety:** $3,403,163

### Parks

- Parks Administration: $271,018
- Recreation: $249,983
- Parks Maintenance: $401,230

**Total Parks:** $922,235

### General Services

- Administration: $188,299
- Information Technology: $388,868
- Municipal Court: $187,004
- Library: $223,322
- Facility Maintenance: $27,052

**Total General Services:** $1,014,585

### Non-Departmental

- 489,991

**Beginning Fund Balance:** $2,805,185

**Net Change in Fund Balance:** $110

**Ending Fund Balance:** $2,825,295

### Notes:

- Revised as of 02/04/2016.
- Formula for line item detail transferred incorrectly thus affecting Fund Balances.

**Beginning Fund Balance:** $2,805,185

**Net Change in Fund Balance:** $110

**Ending Fund Balance:** $2,825,295
## CITY OF HUTTO
### 2015-16 BUDGET
#### AMENDMENT #1

**GENERAL DEBT SERVICE FUND**

<table>
<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #1</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Taxes</td>
<td>1,157,375</td>
<td>-</td>
<td>1,157,375</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Interest</td>
<td>1,000</td>
<td>214</td>
<td>1,000</td>
<td>-</td>
<td>21.44%</td>
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<tr>
<td>Rental Income</td>
<td>34,557</td>
<td>8,639</td>
<td>34,557</td>
<td>-</td>
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<tr>
<td><strong>Total Revenues</strong></td>
<td>1,192,932</td>
<td>8,854</td>
<td>1,192,932</td>
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<td>0.74%</td>
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<td><strong>EXPENDITURES</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Principal Reduction</td>
<td>622,900</td>
<td>-</td>
<td>622,900</td>
<td>-</td>
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<tr>
<td>Interest</td>
<td>593,266</td>
<td>-</td>
<td>593,267</td>
<td>-</td>
<td>0.00%</td>
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<tr>
<td>Paying Agent Fees</td>
<td>1,750</td>
<td>-</td>
<td>1,750</td>
<td>-</td>
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<tr>
<td><strong>Total - Debt Service</strong></td>
<td>1,217,916</td>
<td>-</td>
<td>1,217,917</td>
<td>-</td>
<td>0.00%</td>
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<tr>
<td><strong>OTHER FINANCING SOURCES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Transfers Out</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
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<tr>
<td><strong>Total Other Financing Sources</strong></td>
<td>-</td>
<td>-</td>
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<td>-</td>
<td></td>
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<tr>
<td><strong>NET CHANGE IN FUND BALANCE</strong></td>
<td>(24,984)</td>
<td>(24,985)</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
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<tr>
<td>Beginning Fund Balance</td>
<td>126,478</td>
<td>126,478</td>
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<td>-</td>
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<tr>
<td><strong>ENDING FUND BALANCE</strong></td>
<td>101,494</td>
<td>101,493</td>
<td>-</td>
<td>-</td>
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</table>
CITY OF HUTTO
2015-16 BUDGET
AMENDMENT #1

CAPITAL REPLACEMENT FUNDS

<table>
<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #1</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest and Other</td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>-</td>
<td></td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| YMCA Building Repair & Maint | -      | 2,465          | 2,465      | 2,465      | N/A     | Additional $20K was set aside in FY15 for YMCA
| Total Expenses         | -      | 2,465          | 2,465      | 2,465      | N/A     |
| **OTHER FINANCING SOURCES** | 100,000 | -              | 100,000    | -          | 0.00%   |
| Transfers In           | -      |                | -          | -          | N/A     |
| Transfers Out          | -      |                | -          | -          | N/A     |
| Total Other Financing Sources | 100,000 | -              | 100,000    | -          | 0.00%   |
| **NET CHANGE IN FUND BALANCE** | 100,000 | (2,465)        | 97,535     | (2,465)    | -2.47%  |
| Beginning Fund Balance | 570,000 |                | 570,000    | -          |         |
| ENDING FUND BALANCE    | 670,000 |                | 667,535    | (2,465)    |         |
## COURT FEE FUNDS

<table>
<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #1</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Court Technology Fees</td>
<td>7,000</td>
<td>1,438</td>
<td>7,000</td>
<td>-</td>
<td>20.54%</td>
</tr>
<tr>
<td>Court Security Fees</td>
<td>5,100</td>
<td>1,078</td>
<td>5,100</td>
<td>-</td>
<td>21.14%</td>
</tr>
<tr>
<td>Court Training Fees</td>
<td>500</td>
<td>113</td>
<td>500</td>
<td>-</td>
<td>22.50%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>12,600</td>
<td>2,629</td>
<td>12,600</td>
<td>-</td>
<td>20.86%</td>
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<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Court Technology</td>
<td>7,024</td>
<td>600</td>
<td>7,024</td>
<td>-</td>
<td>8.54%</td>
</tr>
<tr>
<td>Court Security</td>
<td>28,652</td>
<td>125</td>
<td>28,652</td>
<td>-</td>
<td>0.44%</td>
</tr>
<tr>
<td>Court Training</td>
<td>1,939</td>
<td></td>
<td>1,939</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>37,615</td>
<td>725</td>
<td>37,615</td>
<td>-</td>
<td>1.93%</td>
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<tr>
<td><strong>OTHER FINANCING SOURCES</strong></td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>Transfers In</td>
<td>-</td>
<td>-</td>
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<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Total Other Financing Sources</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td><strong>NET CHANGE IN FUND BALANCE</strong></td>
<td>(25,015)</td>
<td>(25,015)</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>25,015</td>
<td>30,550</td>
<td>5,535</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>ENDING FUND BALANCE</strong></td>
<td></td>
<td></td>
<td>5,540</td>
<td>5,540</td>
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## CITY OF HUTTO
### 2015-16 BUDGET
#### AMENDMENT #1

### HOTEL TAX FUND

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<tr>
<th></th>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #1</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hotel Occupancy Tax</td>
<td>180,000</td>
<td>56,975</td>
<td>180,000</td>
<td>-</td>
<td>31.65%</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>180,000</td>
<td>56,975</td>
<td>180,000</td>
<td>-</td>
<td>31.65%</td>
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<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contributions to Civic Programs</td>
<td>124,050</td>
<td>38,322</td>
<td>124,050</td>
<td>-</td>
<td>30.89%</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>124,050</td>
<td>38,322</td>
<td>124,050</td>
<td>-</td>
<td>30.89%</td>
</tr>
<tr>
<td><strong>OTHER FINANCING SOURCES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>(78,240)</td>
<td>-</td>
<td>(78,240)</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Total Other Financing Sources</td>
<td>(78,240)</td>
<td>-</td>
<td>(78,240)</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>NET CHANGE IN FUND BALANCE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>22,290</td>
<td>31,718</td>
<td>9,428</td>
<td></td>
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<tr>
<td>Ending Fund Balance</td>
<td>-</td>
<td>9,428</td>
<td>9,428</td>
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</table>
### Red Light Cameras Fund

#### Revenues

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #1</th>
<th>Difference</th>
<th>% Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red Light Camera Tickets</td>
<td>180,000</td>
<td>-</td>
<td>180,000</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>180,000</td>
<td>-</td>
<td>180,000</td>
<td>-</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

#### Expenditures

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #1</th>
<th>Difference</th>
<th>% Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payments to ATS</td>
<td>170,000</td>
<td>175,000</td>
<td>175,000</td>
<td>5,000</td>
<td>102.94%</td>
</tr>
<tr>
<td>Remittance to State</td>
<td>16,940</td>
<td>-</td>
<td>11,940</td>
<td>(5,000)</td>
<td>0.00%</td>
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<tr>
<td>Total Expenses</td>
<td>186,940</td>
<td>175,000</td>
<td>186,940</td>
<td>-</td>
<td>93.61%</td>
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</table>

#### Other Financing Sources (Uses)

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #1</th>
<th>Difference</th>
<th>% Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Total Other Financing Sources (Uses)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
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</table>

#### Net Change in Fund Balance

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #1</th>
<th>Difference</th>
<th>% Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Fund Balance</td>
<td>6,942</td>
<td>70,848</td>
<td>63,906</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>-</td>
<td>-</td>
<td>63,908</td>
<td>63,906</td>
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</tr>
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</table>
### PEG FUND

#### REVENUES

<table>
<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #1</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>PEG Capital Fees</td>
<td>29,131</td>
<td>7,913</td>
<td>29,131</td>
<td>-</td>
<td>27.16%</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>29,131</td>
<td>7,913</td>
<td>29,131</td>
<td>-</td>
<td>27.16%</td>
</tr>
</tbody>
</table>

#### EXPENDITURES

<table>
<thead>
<tr>
<th>Service</th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #1</th>
<th>Difference</th>
<th>%Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technology Equipment and Supplies</td>
<td>38,000</td>
<td></td>
<td>24,287</td>
<td>(13,713)</td>
<td>0.00%</td>
</tr>
<tr>
<td>Professional Services</td>
<td>24,190</td>
<td></td>
<td>24,190</td>
<td>-</td>
<td>0.00%</td>
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<tr>
<td>Communication Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>62,190</td>
<td></td>
<td>48,477</td>
<td>(13,713)</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

- Reduced expenses to balance fund

#### OTHER FINANCING SOURCES

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
<th>YTD/Encumbered</th>
<th>Amended #1</th>
<th>Difference</th>
<th>%Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfers In</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>Total Other Financing Sources</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
<td>N/A</td>
</tr>
</tbody>
</table>

#### NET CHANGE IN FUND BALANCE

<table>
<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #1</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Change in Fund Balance</td>
<td>(33,059)</td>
<td></td>
<td>(19,346)</td>
<td>13,713</td>
<td>0.00%</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>33,060</td>
<td></td>
<td>19,346</td>
<td>(13,714)</td>
<td></td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>-</td>
<td></td>
<td></td>
<td>(1)</td>
<td></td>
</tr>
</tbody>
</table>
## CITY OF HUTTO
### 2015-16 BUDGET
#### AMENDMENT #1

### UTILITY FUND

#### REVENUES

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #1</th>
<th>Difference</th>
<th>% Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Revenues</td>
<td>4,988,006</td>
<td>1,359,313</td>
<td>4,988,006</td>
<td>-</td>
<td>27.25%</td>
</tr>
<tr>
<td>Wastewater Revenues</td>
<td>3,348,861</td>
<td>973,909</td>
<td>3,348,861</td>
<td>-</td>
<td>29.08%</td>
</tr>
<tr>
<td>Connection Fees</td>
<td>216,154</td>
<td>57,602</td>
<td>216,154</td>
<td>-</td>
<td>26.65%</td>
</tr>
<tr>
<td>Other</td>
<td>456,186</td>
<td>83,080</td>
<td>528,740</td>
<td>72,554</td>
<td>18.21%</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>9,099,207</td>
<td>2,473,905</td>
<td>9,081,761</td>
<td>72,554</td>
<td>27.46%</td>
</tr>
</tbody>
</table>

#### EXPENDITURES

**Public Works**

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #1</th>
<th>Difference</th>
<th>% Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Services</td>
<td>4,148,013</td>
<td>725,301</td>
<td>4,202,574</td>
<td>54,561</td>
<td>17.49%</td>
</tr>
<tr>
<td>Wastewater Services</td>
<td>1,423,099</td>
<td>448,256</td>
<td>1,456,876</td>
<td>33,777</td>
<td>31.50%</td>
</tr>
<tr>
<td><strong>Total - Public Works</strong></td>
<td>5,571,112</td>
<td>1,173,557</td>
<td>5,659,450</td>
<td>88,338</td>
<td>21.07%</td>
</tr>
</tbody>
</table>

**General Services**

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #1</th>
<th>Difference</th>
<th>% Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Utility Billing</td>
<td>584,343</td>
<td>186,673</td>
<td>677,117</td>
<td>62,773</td>
<td>31.95%</td>
</tr>
<tr>
<td><strong>Total - General Services</strong></td>
<td>584,343</td>
<td>186,673</td>
<td>677,117</td>
<td>62,773</td>
<td>31.95%</td>
</tr>
</tbody>
</table>

**Utility Fund CIP**

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #1</th>
<th>Difference</th>
<th>% Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hutto South WWTP</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Brushy Creek Interceptor Ph II</td>
<td>-</td>
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<td>-</td>
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<td>N/A</td>
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<tr>
<td>FM 685 Waterline Relocation</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Hwy 79 WW Interceptor Rehab</td>
<td>-</td>
<td>9,313</td>
<td>9,313</td>
<td>9,313</td>
<td>N/A</td>
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<tr>
<td>FM 112 Waterline Relocation</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Enclave Force Main</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Mesquite/AICOA Waterline</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td><strong>Total - UF CIP</strong></td>
<td>-</td>
<td>9,313</td>
<td>9,313</td>
<td>9,313</td>
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**Non-Departmental**

<table>
<thead>
<tr>
<th></th>
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<th>% Budget</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>54,665</td>
<td>21,477</td>
<td>24,665</td>
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<td>39.29%</td>
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**TOTAL EXPENSES**

<table>
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<tr>
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<th>Difference</th>
<th>% Budget</th>
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<tbody>
<tr>
<td></td>
<td>6,210,120</td>
<td>1,391,019</td>
<td>6,370,545</td>
<td>160,424</td>
<td>22.40%</td>
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#### OTHER FINANCING SOURCES

<table>
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<tr>
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<th>Amended #1</th>
<th>Difference</th>
<th>% Budget</th>
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</thead>
<tbody>
<tr>
<td>Transfer In (Impact Fees &amp; UF CIP)</td>
<td>900,000</td>
<td>-</td>
<td>900,000</td>
<td>-</td>
<td>0.00%</td>
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<tr>
<td>Transfer Out</td>
<td>(3,272,766)</td>
<td>-</td>
<td>(3,272,766)</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total Other Financing Sources</strong></td>
<td>(2,372,766)</td>
<td>-</td>
<td>(2,372,766)</td>
<td>-</td>
<td>0.00%</td>
</tr>
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</table>

**NET CHANGE IN WORKING CAPITAL**

|                        | 426,321 | 1,082,885      | 338,450    | (87,870)   | 254.01%  |

**Beginning Working Capital**

|                        | 5,593,411 | 5,295,048      | (298,363)  |           |          |

**Contingency Reserves**

|                        | 1,863,036  | 1,904,538      | 41,502     |           |          |

**ENDING AVAILABLE WORKING CAPITAL**

|                        | 4,156,698  | 3,728,960      | (427,738)  |           |          |
## Utility Debt Service Fund

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #1</th>
<th>Difference</th>
<th>% Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest and Other</td>
<td>500</td>
<td>260</td>
<td>500</td>
<td>-</td>
<td>52.10%</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>500</td>
<td>260</td>
<td>500</td>
<td>-</td>
<td>52%</td>
</tr>
</tbody>
</table>

| **Expenditures**     |        |                |            |            |          |
| Debt Service         |        |                |            |            |          |
| Principal Reduction  | 1,237,100 | -               | 1,237,100  | -          | 0%       |
| Interest             | 1,775,508 | -               | 1,775,509  | -          | 0%       |
| Paying Agent Fees    | 5,000   | -               | 5,000      | -          | 0%       |
| Total - Debt Service | 3,017,608 | -               | 3,017,609  | -          | 0%       |

| **Other Financing Sources** |        |                |            |            |          |
| Transfers In          | 2,840,915 | -               | 2,840,915  | -          | 0.00%    |
| Transfers Out         | -       | -               | -          | -          | N/A      |
| Total Other Financing Sources | 2,840,915 | -               | 2,840,915  | -          | 0%       |

| **Net Change in Fund Balance** |        |                |            |            |          |
| Beginning Fund Balance  | 226,193 | 423,905        | 197,712    |            |          |
| Ending Fund Balance     | 50,000  | 247,711        | 197,712    |            |          |
### Impact Fees

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>YTD/Encumbered</th>
<th>Amended #1</th>
<th>Difference</th>
<th>% Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Impact Fees</td>
<td>500,000</td>
<td>255,646</td>
<td>500,000</td>
<td>-</td>
<td>51.13%</td>
</tr>
<tr>
<td>Wastewater Impact Fees</td>
<td>400,000</td>
<td>177,960</td>
<td>400,000</td>
<td>-</td>
<td>44.49%</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>900,000</td>
<td>433,606</td>
<td>900,000</td>
<td>-</td>
<td>48.18%</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
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<td></td>
<td>N/A</td>
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<tr>
<td>Total Expenditures</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Other Financing Sources</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>(900,000)</td>
<td>-</td>
<td>(900,000)</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Total Other Financing Sources</td>
<td>(900,000)</td>
<td>-</td>
<td>(900,000)</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Net Change in Fund Balance</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Ending Fund Balance</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
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## CITY OF HUTTO
### 2015-16 BUDGET
#### AMENDMENT #1
### UTILITY CIP FUND

<table>
<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #1</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
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<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Bond Interest</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Contributions</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Grant Revenue</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Bond Proceeds</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
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<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Capital Outlay System</td>
<td>68,000</td>
<td>68,000</td>
<td>-</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td>Front St. Waterline</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Wastewater Capital Outlay System</td>
<td>14,296,934</td>
<td>14,637,939</td>
<td>14,637,939</td>
<td>N/A, Rolled PO for HSWWTP Engineering Svcs/Construction</td>
<td></td>
</tr>
<tr>
<td>Hutto South WWTP</td>
<td>-</td>
<td>14,637,939</td>
<td>14,637,939</td>
<td>N/A, Rolled PO for Planning, Design &amp; Prof Svcs and remaining project balance</td>
<td></td>
</tr>
<tr>
<td>Enclave Pump Force Main</td>
<td>-</td>
<td>4,316,880</td>
<td>4,316,880</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Carmel Crossings Wastewater Interceptor</td>
<td>181,851</td>
<td>-</td>
<td>181,851</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td>Other Services and Charges</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Bond Issuance Costs</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Total - Capital Improvements</td>
<td>249,851</td>
<td>14,449,500</td>
<td>19,204,670</td>
<td>18,954,819</td>
<td>5783.25%</td>
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<tr>
<td><strong>OTHER FINANCING SOURCES</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers In</td>
<td>181,851</td>
<td>-</td>
<td>181,851</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td>Transfers Out</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Total Other Financing Sources</td>
<td>181,851</td>
<td>-</td>
<td>181,851</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td><strong>NET CHANGE IN FUND BALANCE</strong></td>
<td>(68,000)</td>
<td>(19,022,819)</td>
<td>(18,954,819)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>151,640</td>
<td>19,120,110</td>
<td>18,968,470</td>
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<tr>
<td>ENDING FUND BALANCE</td>
<td>83,640</td>
<td>97,290</td>
<td>13,650</td>
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### CIP Fund

<table>
<thead>
<tr>
<th></th>
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<th>YTD/ENCUMBERED</th>
<th>AMENDED #1</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
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<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest Earned</td>
<td>-</td>
<td>15</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Bond Interest</td>
<td>3,000</td>
<td>105</td>
<td>3,000</td>
<td>-</td>
<td>3.51%</td>
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<td>Contributions</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
</tr>
<tr>
<td>Grant Revenue</td>
<td>1,002,000</td>
<td>-</td>
<td>1,002,000</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Parkland Fees</td>
<td>-</td>
<td>800</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
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<tr>
<td>Bond Proceeds</td>
<td>6,560,000</td>
<td>-</td>
<td>6,560,000</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>7,565,000</td>
<td>921</td>
<td>7,565,000</td>
<td>-</td>
<td>0.01%</td>
</tr>
</tbody>
</table>

|                      |        |                |            |            |         |
| **EXPENDITURES**     |        |                |            |            |         |
| **Administration**   |        |                |            |            |         |
| Gin Building Improvements | - | 155,622      | 155,622    | 155,622    | N/A     |
| **Public Works**     |        |                |            |            |         |
| Sidewalk Program     | -      | 37,087         | -          | -          | N/A     |
| Fencing Arterials    | 236,000 | -            | 241,678    | 5,678      | 0.00%   |
| FM 685               | 636,349 | 34,689        | 874,245    | 237,896    | 5.45%   |
| PW Facility Improvements | 157,000 | -            | 157,000    | -          | 0.00%   |
| East St Reconstruction | 1,234,000 | -           | 1,234,000  | -          | 0.00%   |
| Pavement Management  | 990,000 | -            | 990,000    | -          | 0.00%   |
| Limmer Loop Improvements | 100,000 | -           | 100,000    | -          | 0.00%   |
| Railroad Quiet Zones | 100,000 | -            | 100,000    | -          | 0.00%   |
| **Parks**            |        |                |            |            |         |
| Fritz Park Improvements | 2,775,000 | 15,000      | 2,832,439  | 57,439     | 0.54%   |
| **Engineering**      |        |                |            |            |         |
| FM 1660 N Sidewalks  | 1,252,000 | -          | 1,284,195  | 32,195     | 0.00%   |
| **Other Services and Charges** |        |            |            |            |         |
| Land                 | 250,000 | -            | 250,000    | -          | 0.00%   |
| Animal Shelter Expansion | 50,000    | -            | 50,000     | -          | 0.00%   |
| Bond Issuance Costs  | 52,920  | -            | 52,920     | -          | 0.00%   |
| Debt Services        | -      | -             | -          | -          | N/A     |
| **Total - Capital Improvements** | 7,833,269 | 242,397    | 8,322,099  | 488,830    | 3.09%   |

|                      |        |                |            |            |         |
| **OTHER FINANCING SOURCES** |        |            |            |            |         |
| Transfers In         | -      | -             | -          | -          | N/A     |
| Transfers Out        | -      | -             | -          | -          | N/A     |
| **Total Other Financing Sources** | - | -            | -          | -          | N/A     |

|                      |        |                |            |            |         |
| **NET CHANGE IN FUND BALANCE** |        |            |            |            |         |
| (268,269)            |        | (757,099)     | (488,830)  |            |         |
| Beginning Fund Balance | 268,269 | -            | 597,575    | 329,306    |         |
| **ENDING FUND BALANCE** |        |            | (159,524)  | (159,524)  |         |
## SOLID WASTE

<table>
<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>YTD/ENCUMBERED</th>
<th>AMENDED #1</th>
<th>DIFFERENCE</th>
<th>%BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Solid Waste Franchise</td>
<td>103,483</td>
<td>14,867</td>
<td>103,483</td>
<td>-</td>
<td>14.37%</td>
</tr>
<tr>
<td>Late Fees</td>
<td>27,861</td>
<td>-</td>
<td>27,861</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Solid Waste User Fees</td>
<td>1,235,342</td>
<td>-</td>
<td>1,235,342</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Recycling Cart Fee</td>
<td>62,631</td>
<td>-</td>
<td>62,631</td>
<td>-</td>
<td>0.00%</td>
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<tr>
<td>Other</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
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<tr>
<td><strong>Total Revenues</strong></td>
<td>1,429,317</td>
<td>14,867</td>
<td>1,429,317</td>
<td>-</td>
<td>1.04%</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Waste Management</td>
<td>1,230,341</td>
<td>99,799</td>
<td>1,230,341</td>
<td>-</td>
<td>8.11%</td>
</tr>
<tr>
<td>Bad Debt</td>
<td>7,500</td>
<td>-</td>
<td>7,500</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>27,000</td>
<td>-</td>
<td>27,000</td>
<td>-</td>
<td>0.00%</td>
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<tr>
<td>Capital Lease</td>
<td>44,497</td>
<td>44,497</td>
<td>44,497</td>
<td>-</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>1,309,338</td>
<td>144,296</td>
<td>1,309,338</td>
<td>-</td>
<td>11.02%</td>
</tr>
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<td><strong>OTHER FINANCING SOURCES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers In</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>N/A</td>
<td></td>
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<tr>
<td>Transfers Out</td>
<td>(92,000)</td>
<td>-</td>
<td>(92,000)</td>
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<td><strong>Total Other Financing Sources</strong></td>
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<td><strong>NET CHANGE IN FUND BALANCE</strong></td>
<td>27,979</td>
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AGENDA ITEM NO.: 7E.  AGENDA DATE: February 18, 2016

PRESENTED BY: Seth Gipson, City Secretary

ITEM: Consideration and possible action on the meeting minutes for the January 7, 2016, and January 21, 2016 City Council Regular Meetings.

STRATEGIC GUIDE POLICY: Leadership

ITEM BACKGROUND: The City Council meeting minutes for the January 7, 2016, and January 21, 2016, City Council Regular 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 January 7, 2016, and January 21, 2016 City Council Regular Meetings.

SUPPORTING MATERIAL:
1. Draft January 21, 2016 City Council Meeting Minutes
2. Draft January 7, 2016 City Council Meeting Minutes
The Hutto City Council met in a regular session on Thursday, January 21, 2016 in the Hutto City Council Chamber, 401 W. Front Street, Hutto, TX 78634.

CALL SESSION TO ORDER

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

ROLL CALL

Members of the City Council that were present were Mayor Debbie Holland, Mayor Pro-tem Michael J. Smith, Councilmember Anne Cano, Councilmember Tom Hines, Councilmember Ronnie Quintanilla-Perez, and Councilmember Lucio Valdez. Councilmember Max V. Yeste was absent.

Members of staff that were present were Karen Daly, City Manager, Micah Grau, Assistant City Manager, Charlie Crossfield City Attorney, Helen Ramirez, Development Services Director, Melanie Hudson, Finance Director, and Earl Morrison, Chief of Police.

INVOCATION

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

PLEDGE OF ALLEGIANCE

Mayor Holland led the Pledge of Allegiance.

PUBLIC COMMENT

5A. Remarks from visitors.

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

PRESENTATIONS

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

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

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

Mr. Coombs continued by outlining the following points.

**Key Steps Needed to Move Forward**

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

**Benefits if the TPWD grant if awarded**

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

**Next Steps**

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

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

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

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

WORK SESSION

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

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

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

Tim Chase, President and CEO of the Hutto EDC, outlined the Hutto Economic Development Corporation’s prioritized areas of responsibility.

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

Mr. Chase continued by presenting the August 2015 to December 2015 report and outlining the following points.

• External Outreach
• Marketing Techniques
• Types of Development
• Megasite feasibility and development plan
• Marketing strategy and events attended
• Project activity report
• Detailed infrastructure information on industrial sites
• New Pipeline Report
• Joint City/EDC project to compile property inventory
• New business retention plan for 2016

In conclusion, Mr. Chase responded to questions that were raised regarding:

• Rail service to the megasite
• Project activity report
• Monetary incentives as a retention tool
• Funding challenges for purchasing infrastructure

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

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

Legislative Authority

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

Growth Guidance Policy

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

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

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

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

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

CONSENT AGENDA ITEMS

All items listed on the consent agenda were considered to be routine by the City Council and were enacted by one motion. There was no separate discussion of the items and no items were removed from the consent agenda.

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

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

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

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

REGULAR AGENDA ITEMS

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

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

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

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

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

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

WHEREAS, Williamson County Emergency Services District #3 (the “District”) has called a special election to expand District territory, in accordance with Texas Health and Safety Code § 775.051; and

WHEREAS, the expansion of District territory will enable the District to collect sales and use tax equal to two percent (2%) in the area inside the District and outside of the City limits in accordance with Texas Health and Safety Code § 775.0751; and

WHEREAS, pursuant to Texas Tax Code § 321.102, if the District collects a sales and use tax equal to 2% in the area inside the District and outside of the City limits, the City will be unable to collect sales and use tax in the same area in the future; and

WHEREAS, the District estimates that the amount of sales tax they would collect in a year would be equal to $100,000.00; and

WHEREAS, the City is prepared to offer payment to the District in exchange for the District cancelling the special election;

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

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

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

CITY OF HUTTO, TEXAS

______________________________
Debbie Holland, Mayor

ATTEST:

______________________________
Seth Gipson, City Secretary
CALL SESSION TO ORDER

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

ROLL CALL

Members of the City Council that were present were Mayor Debbie Holland, Mayor Pro-tem Michael J. Smith, Councilmember Anne Cano, Councilmember Tom Hines, Councilmember Ronnie Quintanilla-Perez, Councilmember Lucio Valdez, and Councilmember Max V. Yeste.

Members of staff that were present were Karen Daly, City Manager, Micah Grau, Assistant City Manager, Charlie Crossfield City Attorney, Amy McGlothlin, Human Resources Director, Melanie Hudson, Finance Director, Randy Barker, General Services Director, Mike Hemker, Parks and Recreation Director, Earl Morrison, Chief of Police, and Seth Gipson, City Secretary.

INVOCATION

The invocation was given by Pastor Michael Roepke with New Hope Christian Church.

PLEDGE OF ALLEGIANCE

Mayor Holland led the Pledge of Allegiance.

PROCLAMATIONS:

5A. Proclamation encouraging Hutto residents to sign up for the HEB Community Challenge and to live healthy and active lifestyles.

Mayor Debbie Holland read the following proclamation.

Official Proclamation

Whereas, the It’s Time Texas Community Challenge is a competition challenging communities across the state to compete to see which can demonstrate the greatest commitment to healthy living; and

Whereas, the It’s Time Texas Community Challenge unites and energizes schools, businesses, organizations, and the community towards the common goal of transforming their community’s health; and
Whereas, Hutto has participated in the It’s Time Texas Community Challenge since 2012 as a means to promote healthy and active lifestyles; and

Whereas, healthy and active lifestyles lead to better overall quality of life and lower health care costs; and

Whereas, Hutto is making community health a priority by offering numerous fitness opportunities through the Parks and Recreation Department along with construction of trails and the Hutto Family YMCA.

Now, Therefore, I, Debbie Holland, Mayor of The City of Hutto, do hereby proclaim: That the City of Hutto is participating in the It’s Time Texas Healthy Community Challenge, and I urge all residents, businesses, schools, and other community organizations to sign up for the It’s Time Texas Community Challenge and for all residents to live healthy, active lifestyles.

Proclaimed this 7th day of January 2016.

PUBLIC COMMUNICATION
6A. Remarks from visitors.

The following individuals spoke during public comment in support of the City Manager.

- Joaquin Bordoni – Hutto
- Michele Kelley – Hutto
- Chris Covarrubias – Hutto
- Bill Reitmeyer – Hutto
- Dick Brock – Round Rock
- Ron Silva – Hutto
- Glenda Whitehead – Round Rock
- Mike Orman – Hutto
- Jeff Phillips – Hutto
- Tara Spoons – Hutto

The following individuals spoke during public comment about their concerns regarding the City Manager.

- Timothy Jordan - Hutto
- Mike Cooper – Hutto

Russ Metcalf – Round Rock – spoke of his concerns about the city and encouraged that open dialogue and change needed to take place.

Paul Leal – Taylor – outlined the termination and appeal process that was used by the City and his dislike of the video that was publish by the City informing everyone of his termination.
Lorie Killian – Hutto – encouraged the City Council to continue with the decision concerning the investigation that was made at the August 6, 2015 City Council meeting.

Raymond Fagan – Hutto – requested a 4-way stop or a reduction in the speed limit at the intersection of Carl Stern and Lone Star Blvd.

CONSENT AGENDA ITEMS

All items listed on the consent agenda were considered to be routine by the City Council and were enacted by one motion. There was no separate discussion of these items and no items were removed from the consent agenda.

7A. Consideration and possible action on a resolution concerning the acceptance of the water, wastewater, street and drainage improvements of the Glenwood Phase 6B residential subdivision.

7B. Consideration and possible action on a resolution concerning the acceptance of the public water, wastewater, sidewalk and drainage improvements of the Trails at Carmel Creek development.

7C. Consideration and possible action on the appointment of Mayor Debbie Holland to represent the City of Hutto on the Clean Air Coalition of the Capital Area Council of Governments.

MOTION: Councilmember Ronnie Quintanilla-Perez moved to approve all the items listed on the consent agenda as presented. Mayor Pro-tem Michael Smith seconded the motion. The motion carried with 7 ayes and 0 nays.

REGULAR AGENDA ITEMS

ORDINANCES

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

Melanie Hudson, Finance Director made the staff presentation. This adjustment to the Fee Schedule is a result of the proposed solid waste and recycling rate that was selected by the City Council on December 17, 2015.

MOTION: Councilmember Ronnie Quintanilla-Perez moved to approve the first reading of an ordinance amending the City of Hutto fee schedule concerning Article A3.000 Public Works. Councilmember Anne Cano seconded the motion. The motion carried with 7 ayes and 0 nays.

RESOLUTIONS

9A. Consideration and possible action on a resolution outlining terms for a proposed Interlocal Agreement for The Allocation of Sales Tax Revenue between the City of Hutto and Williamson County Emergency Services District #3.
Micah Grau, Assistant City Manager, made the staff presentation. On October 21, 2015, the Williamson County ESD#3 Board approved a resolution calling for a special election on the issue of the adoption of a local sales and use tax by the District pursuant to Chapter 775 of the Health & Safety Code. The election would be for the full 2% of local sales tax that is allowed by state law. The election is proposed to occur on the uniform election date of May 7, 2016.

The last day to call or modify a ballot proposition is February 19, 2016. The financial affect of this election is unknown at this time. However, as the City annexes commercial developments into its jurisdiction in the future, all local sales tax generated at the location would go to the ESD#3, should the election pass. This could adversely impact the City’s ability to provide services in the future and impact the City’s ability to incentivize any future development through a traditional Chapter 380 Sales Tax agreement.

The Texas Health & Safety Code Section 775.0754 allows a district and municipality to enter into an agreement that allocates the sales and use tax collections back to a municipality upon annexation.

Discussion ensued concerning the amount of sales tax that is currently generated in the Extraterritorial Jurisdiction and Growth Area, the potential impacts to the city’s future growth and economic development, current discussions of the City Council-ESD Task Force, and the importance of establishing a starting point for negotiations.

Several council members expressed their concern of requesting 100% of the sales tax returned once the City annexes a property and they determined that the wording should state a negotiated percentage amount of sales and use tax at the time of the annexation by the City of Hutto.

**MOTION:** Councilmember Ronnie Quintanilla-Perez moved to approve the resolution outlining terms for a proposed Interlocal Agreement for The Allocation of Sales Tax Revenue between the City of Hutto and Williamson County ESD #3 and that bullet point number 3 be changed to state a negotiated amount of sales and use tax that could go back to the city upon the time of annexation. Councilmember Anne Cano seconded the motion. The motion carried with 6 ayes and 1 nay.

**EXECUTIVE SESSION**

The City Council recessed into the City Hall conference room at 8:18 p.m. to address the following executive session item.

10A. Executive Session as authorized by §551.087, Texas Government Code, related to the discussion, deliberation, and/or negotiations of economic development matters regarding a Chapter 380 Agreement with Tack Development.

Item 10A was removed from the agenda.
10B. Executive Session as authorized by §551.074, Texas Government Code, Personnel Matters: City Manager.

The City Council adjourned the executive session and reconvened back into regular session at 10:05p.m.

ACTION RELATIVE TO EXECUTIVE SESSION

11A. Consideration and possible action on a vote of no confidence in the City Manager.

Mayor Debbie Holland began the discussion concerning this item. She asked that each council member share their thoughts, concerns, and reasoning related to this item.

MOTION: Councilmember Anne Cano moved to take a vote of no confidence in the City Manager. Councilmember Lucio Valdez requested the vote be a roll call vote and seconded the motion.

Roll Call Vote:
Mayor Debbie Holland – Nay
Mayor Pro-tem Michael Smith – Aye
Councilmember Anne Cano – Aye
Councilmember Tom Hines – Aye
Councilmember Ronnie Quintanilla-Perez – Nay
Councilmember Lucio Valdez – Aye
Councilmember Max Yeste – Nay

The motion carried with 4 ayes and 3 nays.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:20p.m.

CITY OF HUTTO, TEXAS

____________________________
Debbie Holland, Mayor

ATTEST:

____________________________
Seth Gipson, City Secretary
ITEM: Consideration and possible action on a resolution concerning the submittal of a Body-Worn Camera Grant Application from the Office of the Governor, Criminal Justice Division, for the purchase of body cameras for the Police Department.

STRATEGIC GUIDE POLICY: Public Safety

ITEM BACKGROUND:
The Office of the Governor of Texas, Criminal Justice Division, is offering a grant for law enforcement agencies wishing to equip their officers with body cameras (body CAMS) to enhance the safety of both their officers and the citizens they serve. The use of these body CAMS would be consistent with the Police Department’s public safety mission. The total value of the grant is $42,968.75 which includes a contribution of $34,375.00 from the State and a contribution of $8,593.75 (25% matching funds) from the applicant agency. This grant would apply to the 2016/2017 City of Hutto fiscal year. The Chief of Police would be authorized to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

BUDGETARY AND FINANCIAL SUMMARY:
The total value of the grant is $42,968.75 which includes a contribution of $34,375.00 from the State and a contribution of $8,593.75 (25% matching funds) from the applicant agency. This grant would apply to the 2016/2017 City of Hutto fiscal year. Matching funds have been identified in the Police Department’s Seizure account.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:
The Advisory Board recommends approval.

CITY ATTORNEY REVIEW:
Not applicable.

STAFF RECOMMENDATION:
Recommend adoption of the resolution acc.
1. Resolution - Body CAM Grant
RESOLUTION NO.

WHEREAS, The Hutto City Council finds it in the best interest of the citizens of Hutto, that the Hutto PD Body Cameras be operated for the year 2016/2017; and

WHEREAS, The Hutto City Council agrees to provide applicable matching funds of approximately $8593.75 (25%) for the said project as required by the Office of The Governor, Criminal Justice Division grant application; and

WHEREAS, The Hutto City Council agrees that in the event of loss or misuse of the Office of the Governor funds, The Hutto City Council assures that the funds will be returned to the Office of the Governor in full.

NOW THEREFORE, BE IT RESOLVED that The Hutto City Council approves the submission of the grant application for the Hutto Police Department Body Cameras to the Office of the Governor, Criminal Justice Division and authorize the City Manager as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

RESOLVED this 18th day of February, 2016.

CITY OF HUTTO, TEXAS

__________________________
Debbie Holland, Mayor

ATTEST:

___________________________
Seth Gipson, City Secretary

Grant Number: 3061301
AGENDA DATE: February 18, 2016

PRESENTED BY: Helen Ramirez, Director of Development Services

ITEM: Consideration and possible action on a resolution concerning support and funding assistance for an application from GS Hutto Senior, LP to the Texas Department of Housing and Community Affairs for 2016 Competitive Nine-Percent Housing Tax Credits for the Havens at Hutto senior housing development located on the southeast corner of F.M. 1660 and C.R. 137 in the City of Hutto, Texas.

STRATEGIC GUIDE POLICY: Growth Guidance

ITEM BACKGROUND:
The City has been approached by State Street Housing, a residential development company specializing in multi-family communities, seeking to construct an 80-unit multi-family development for senior citizens. The proposed development is proposed to be located on a seven-acre tract on the southeast corner of F.M. 1660 and C.R. 137. The proposed Havens of Hutto Senior Apartments would offer 50 affordable housing units and 30 market rate units for senior citizens age 55 and over, including one-bedroom and two-bedroom models. The proposed development would be constructed under the 9% Housing Tax Credits program from the Texas Department of Housing and Community Affairs. Affordable units would be available to seniors earning less than 60% of the area median income. The developer has indicated that the monthly rent for the affordable units would be approximately $846 for a one-bedroom apartment, and $1,038 for a two-bedroom apartment. The developer has also built similar senior housing complexes in Lake Charles and Abbeville, Louisiana.

The subject property is currently zoned B-2 (General Commercial), which does not allow for multi-family development. Pending approval of the resolution of support by the Council, the developer intends to submit a zoning change application for the seven acre tract from B-2 to MF (Multi-Family). Because the subject parcel is shown on the Future Land Use Map as being intended for commercial development, an amendment to the Future Land Use Map would be required prior to approval of the zoning change request.

From the Texas Department of Housing and Community Affairs (TDHCA) website:

The TDHCA Housing Tax Credit (HTC) Program is one of the primary means of directing private capital toward the development and preservation of affordable rental housing for low-income households. Tax credits are awarded to eligible participants to offset a portion of their federal tax
liability in exchange for the production or preservation of affordable rental housing. There are two types of Tax Credits: Competitive (9%) and Non-Competitive (4%). The 9% Housing Tax Credit round, which is highly competitive, is awarded based on a Regional Allocation Formula (RAF) with additional set asides for developments at risk of losing affordability and subsidy, developments financed through USDA, and those with nonprofit owners. Applications are scored and ranked within their region or set-aside and in accordance with rules and laws outlined in the Qualified Allocation Plan (QAP).

**BUDGETARY AND FINANCIAL SUMMARY:**
The City of Hutto is being requested to approve a commitment to the Project of funds in an amount of $100, which is proposed to be deducted from the site plan application fee at the time a site plan is submitted for review. Site plan review is contingent upon the approval of an amendment to zoning and future land use classifications.

**RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:**
The Growth Guidance Committee reviewed the proposal at their meeting on January 18, 2016 and recommended the project be brought to the full Council for consideration.

**CITY ATTORNEY REVIEW:**
The City Attorney has reviewed the resolution.

**STAFF RECOMMENDATION:**
Staff recommends approval of the resolution based on the proposed development’s alignment with the City’s long-range plans and goals for providing a variety of housing options for residents.

**SUPPORTING MATERIAL:**
1. Senior Housing Resolution
2. State Street Housing Presentation
RESOLUTION NO. ___________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS SUPPORTING AND APPROVING FUNDING ASSISTANCE FOR AN APPLICATION FROM GS HUTTO SENIOR, LP TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS FOR 2016 COMPETITIVE NINE-PERCENT HOUSING TAX CREDITS FOR THE HAVENS OF HUTTO SENIOR HOUSING DEVELOPMENT, TDHCA APPLICATION NUMBER 16169, LOCATED ON THE SOUTHEAST CORNER OF F.M. 1660 AND C.R. 137 IN THE CITY OF HUTTO, TEXAS.

WHEREAS, GS Hutto Senior, LP has proposed a development for affordable rental housing on seven acres of a 28 acre tract on the southeast corner of F.M. 1660 and C.R. 137 named Havens of Hutto in the City of Hutto; and

WHEREAS, GS Hutto Senior, LP has advised that it intends to submit an application to the Texas Department of Housing and Community Affairs (TDHCA) for 2016 Competitive 9% Housing Tax Credits for Havens of Hutto; and

WHEREAS, GS Hutto Senior, LP has requested from the City of Hutto support for its application to TDHCA and for the development of the Project, and requests a financial contribution from the City of Hutto not to exceed $100; and

WHEREAS, in accordance with Section 11.9(d)(2) of the 2016 Qualified Allocation Plan, an application may qualify for points for a resolution voted on and adopted from the governing body expressly setting forth a commitment to provide a certain level of development funding assistance by the political subdivision.

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

Section 1. The City of Hutto, acting through its governing body, hereby confirms that it supports the proposed Havens of Hutto senior housing development and that this formal action has been taken to put on record the opinion expressed by the City of Hutto on February 18, 2016, and

Section 2. The City of Hutto hereby approves a commitment to the Project of funds in an amount of $100, pending approval of the zone change and creation of a buildable lot, which shall be deducted from the site plan application fee at the time a site plan is submitted for review. The funds for this contribution have not been provided to the City by GS Hutto Senior, LP or a related party to Havens of Hutto.

Section 3. Notwithstanding anything herein to the contrary, the funding commitment by the City of Hutto as set forth in this Resolution shall be contingent on (i) GS Hutto Senior, LP securing HTCs from TDHCA in an amount sufficient to develop the Project, (ii) site, design and zoning approval of the proposed development by the City of Hutto; (iii) approval by the City of Hutto of all matters discovered through the due diligence conducted by or on behalf of the City of Hutto in connection with the development of the Project, and (iv) contingent on successful negotiation of grant and/or loan conditions as applicable.

Section 4. That for and on behalf of the Governing Body, Karen Daly, City Manager, is hereby authorized, empowered and directed to certify these resolutions to the Texas Department of Housing and Community Affairs.

Section 5. Should any portion or part of this Resolution be held for any reason invalid or unenforceable by a court of competent jurisdiction, the same shall not be construed to affect any other valid portion hereof, but all valid portions hereof shall remain in full force and effect.

CONSIDERED AND RESOLVED on this 18th day of February 2016.
CITY OF HUTTO, TEXAS

____________________________
Debbie Holland, Mayor

ATTEST:

____________________________
Christine Martinez, City Secretary
HAVENS OF HUTTO
Senior Living Community
State Street Housing was formed in early 2005

Started to develop housing in the state of Texas and the Southwest.

The company’s founders and owners, Kelly Garrett and Jeff Spicer, have combined their complementary skills to form a well-rounded development partnership.

They have more than forty-five years of hands on experience in real estate development.

Kelly’s and Jeff’s combined backgrounds encompass all areas of real estate development, a key to any successful development.

To date State Street Housing has developed ten properties in Texas and Louisiana totaling over 1,000 units.
Existing Properties

Stonebridge of Abbeville – 250 Unit Apartments - Abbeville, Louisiana
Hacienda Del Sol – 56 Single Family Homes - Dallas, Texas
Vistas of Lake Charles – 72 Unit Apartments - Lake Charles, Louisiana
Havens of Lake Charles – 72 Unit Sr. Living Complex - Lake Charles, Louisiana
Havens of Abbeville – 72 Unit Sr. Living Complex - Abbeville, Louisiana
Villas of Giddings – 36 Single Family Homes - Giddings, Texas
Auburn Square – 80 Unit Apartments – Vidor, Texas
Stonebridge at Ironton – 152 Unit Apartments - Lubbock, Texas
Stonebridge at Kelsey Park – 152 Unit Apartments - Lubbock, Texas
Stonebridge of Plainview – 80 Unit Apartments – Plainview, Texas
About the Development

Havens of Hutto

- 80 unit, new construction
- Senior development - the development will target **Seniors** (55+ or 62+) in the Hutto area.
- A mix of market rate and affordable units.
- The units will be comprised of spacious one and two bedroom floorplans.
- The property will be located at the Northwest corner of Highway 82 and Mansfield Road.
- Like our other communities, we strive to provide class A construction with traditional but enduring aesthetics that we will be proud to own for years to come.
The site is located on 7 acres at the Southwest corner of a 28 acre tract locate at the intersection of CR 1660 and CR 137
All new Texas LIHTC properties offer a variety of free social services to the residents. At our properties we try and tailor these services to meet the needs of each of our diverse communities. Typical services available to the residents may include:

- Weekly character building program
- Food pantry
- Financial planning courses
- Income tax preparation
- Annual health fair
- Health and Nutritional Courses
- Twice monthly social events
- Clubhouse games – bridge, dominoes, etc.
- Twice monthly crafts or recreational club sponsorship
- Weekly exercise classes
Clubhouse Interior and Amenities

- Large private pool
- Full perimeter fencing
- Access controlled gates
- Fitness center and community room
- Business center with free WiFi
- Garages, storage units and carports
- Dog park areas
- Gazebo, grills and picnic areas
Our unit amenities typically include:
- Spacious unit design
- Crown molding
- Vinyl plank flooring
- Washer and Dryer in each unit
- Energy Star rated appliance package
- Self-cleaning ovens,
- Refrigerators with ice makers,
- Dishwashers
- Walk-in closets
- Outdoor storage closets
- Large patios
- Designer lighting
- Water conserving toilets, faucets and showerheads
- 14 SEER energy efficient HVAC system
**Incomes**

The Area Median Income (AMI) for a family of four in Williamson County is $76,800.00 according to Housing and Urban Development’s 2015 publication. Seniors earning less than 60% of the area median income according to family size are eligible to live in the affordable restricted rental units.

**Rents**

Havens of Hutto is designed to offer affordable rents for Seniors, 55 and over, in a Class A environment. Our intended residents are already a key part of the City. Project initial rental rates are detailed below:

<table>
<thead>
<tr>
<th>Units</th>
<th>AMI 60%</th>
<th>Rents</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Bedroom – 1 Person</td>
<td>$32,280.00</td>
<td>$864</td>
</tr>
<tr>
<td>2 Bedroom – 2 Person</td>
<td>$36,900.00</td>
<td>$1,038</td>
</tr>
</tbody>
</table>

**Operations**

No one under 55 will be allowed to live at The Havens of Hutto. No applicants with children or applicants that do not meet our rental requirements will be allowed to live in an apartment. Our Land Use Restriction Agreement (LURA) ensures that we comply with these requirements.

State Street Housing has a strict leasing policy for each and every individual that desires to live in our communities. An extensive background check is performed on every applicant. This includes a full criminal background check, credit check, employment and income verification. No applicant will be accepted with a criminal history.
Development Team

**General Contractor** - GS Housing Construction, LP, - The construction company has been involved in the construction all State Street Housing Developments more than 1,000 units. GS Housing Construction is also owned by Kelly Garrett and Jeff Spicer.

**Architect** - Cross Architects, PLLC. - The Dallas based firm has extensive experience in the housing and tax credit arena. They have been an integral part of our design build team for the past seven years.

A detailed firm profile can be found at www.crossarchitects.com

**Civil Engineer** – We will be using a local engineering firm. We feel that local engineers help ensure the project will work well with the existing infrastructure and are more familiar with the land and specific requirements of the local area.

**Attorney** - Shackelford, Melton, McKinley & Norton, LLP. State Street Housing has been represented by the Dallas firm for more than 11 years.

A detailed firm profile can be found at www.shackelfordlaw.net

**Management Company** – Alpha-Barns Real Estate Services
Alpha-Barns is a Dallas based property management company started in 2000. They specialize in multi-family and apartment management. Alpha-Barns currently manages several of our properties.

A detailed firm profile can be found at www.alpha-barnes.com
Thank you for your time

Chaz Garrett
Development and Construction
7801 Jack Finney Blvd. Suite 101
Greenville, Texas 75402
Phone: 903-450-1520
Email: cgarrett@statestreethousing.com
www.StateStreetHousing.com
AGENDA ITEM NO.: 8C.  AGENDA DATE: February 18, 2016

PRESENTED BY: Helen Ramirez, Director of Development Services

ITEM: Consideration and possible action on a resolution concerning the adoption of the City of Hutto’s Transit Development Plan - Final Report

STRATEGIC GUIDE POLICY: Growth Guidance

ITEM BACKGROUND: The City of Hutto has been working closely with Capital Metro in the development of a Transit Development Plan (TDP) that: Provides an assessment of transit opportunities and the associated requirements for providing public transit service to the City of Hutto; Identifies and designs transit alternatives that consider the varied needs of the area’s growing population and employment markets; Develops service and financial plans for future transit options.

During the TDP process, the project team engaged members of the community in a variety of ways to gain as much input as possible from a representative cross section of the population. Public meetings, a Spanish language outreach event, public intercept surveys, an online survey, and stakeholder interviews were used to engage the local community in the TDP process. In addition, the City of Hutto disseminated information through their website and Capital Metro provided social media support.

A public hearing on the Transit Development Plan-Final Report was held on February 4, 2016. The attached Transit Development Plan - Final Report is meant to develop goals, objectives and strategies for the creation of a local transit plan in Hutto.

BUDGETARY AND FINANCIAL SUMMARY: Not applicable.
RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:
Not applicable.

CITY ATTORNEY REVIEW:
Not applicable.

STAFF RECOMMENDATION:
Staff recommends adoption of the Transit Development Plan (TDP).

SUPPORTING MATERIAL:
1. Resolution Transit Development Plan
2. Transit Development Plan - Final Report
RESOLUTION NO.

A RESOLUTION APPROVING AND ADOPTING THE TRANSIT DEVELOPMENT PLAN FOR THE CITY OF HUTTO, TEXAS, WILLIAMSON COUNTY.

WHEREAS, it is the desire of the Hutto City Council to improve and enhance the public transportation needs of the City; and

WHEREAS, the City has been working with Capital Metro in accessing the opportunities associated with providing local public transit services to the citizens of Hutto; and

WHEREAS, during the Transit Development Plan process, Hutto participated and assisted with community outreach and input; and

WHEREAS, the City Council desires to provide a Transit Development Plan to serve the needs within the city limits and connect to existing and future regional transit options; and

WHEREAS, the City Council wishes to establish the goals, objectives and strategies for the creation of a local transit plan.

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

that the Hutto City Council hereby approves and adopts the Transit Development Plan:

RESOLVED on this the 18th day of the month of February, 2016.

CITY OF HUTTO, TEXAS

________________________________
Debbie Holland, Mayor

ATTEST:

__________________________
Seth Gipson, City Secretary
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1. Introduction

The City of Hutto, part of the Austin-Round Rock-San Marcos metropolitan statistical area (MSA), had a 2010 population of 14,698 residents and has a 2014 U.S. Census Bureau-estimated population of 21,170, a 44 percent increase. Hutto has undergone a major transformation over the past decade from a rural Texas farm town of 1,250 in the Year 2000 to one of Austin’s fastest growing suburbs. This growth has been spurred by affordable housing and quality public schools coupled with the opening of Highway 130 (SH 130) on the new Central Texas Turnpike System. Hutto is located 28 miles northeast of Austin on SH 130.

This study is being developed to serve as a local Transit Development Plan (TDP) for the City of Hutto that focuses on the implementation of transit service that will serve the needs within the city limits and connect to existing and future regional transit options to form a regional transit network that would improve mobility, reduce the region’s carbon footprint, and slow the increase of congestion on roadways. Capital Metro and the city have undertaken this study to assist Hutto in developing and realizing its public transit goals and to help advance regional mobility goals.

1.1 City of Hutto Overview

The City of Hutto has grown rapidly over the past decade, with much of this growth taking the form of low- to medium-density residential development. The current development pattern of the city results in the need to travel outside the city limits for many daily employment and shopping trips. The spread out, low-density nature of the city’s development and the predominance of housing in the city over employment, retail, and social service land uses present challenges to the implementation of a traditional, fixed-route bus service. In the near term, the growing population would likely be best served with enhanced commuter service to Austin and a demand-response service for trips within Hutto and the surrounding communities. As the city becomes more dense and develops a wider mix of land uses, the city’s transit system will also evolve to serve the changing needs of the City of Hutto.
Figure 1: Hutto City Limits (2014)

Source: URS, 2015.
2. Mission and Goals

Transit system performance must be measured based on goals and standards that reflect the operating environment and values of the community it serves. The goals and objectives recommended for the City of Hutto were created to establish a baseline. These measures are meant to be a starting point for Hutto and Capital Metro to build on and further develop in the future. In order to achieve the stated goals and objectives, Hutto will need to establish performance measures and begin tracking and monitoring service performance.

2.1 Goals and Objectives

The project team developed goals, objectives, and strategies with the intention of developing public transportation options that interconnect Hutto residents with both local and regional employment and other activity centers in Central Texas.

Goal 1: Provide a safe, reliable, efficient, and accessible transportation option for residents of and visitors to the City of Hutto.

Objective: Implement a transit service that is efficient and reliable by meeting or exceeding established standards of performance.

- **Strategy:** Identify key performance indicators specific to Hutto; establish standards for these indicators that correlate with effective service delivery.
- **Strategy:** Establish a schedule for service evaluation and follow-up remedial actions.

Goal 2: Address the mobility needs of the residents of Hutto.

Objective: Improve access to employment, healthcare, shopping, and recreation.

- **Strategy:** Evaluate possible connectivity to other modes of local transportation.
- **Strategy:** Evaluate the existing CARTS service to ensure it works together with proposed services to provide a seamless system when and where it is needed.

Goal 3: Develop a local system that operates effectively and continues to develop regional transit options connecting the local community to the region.

Objective: Provide access to activity centers today with an understanding of where future regional transit infrastructure is proposed to be located.

- **Strategy:** Submit regional transit projects to the CAMPO Transportation Improvement Plan (TIP).
- **Strategy:** Develop funding strategies over time for local transit system.
- **Strategy:** Remain committed to a regional system to provide residents with access to Austin and visitors with access to Hutto.

These goals and objectives are meant to be a starting point and will continue to be refined throughout this project, as well as in the future, to best meet the needs of the residents of the City of Hutto.
2.2 Service Design and Performance Standards

The City of Hutto does not have its own service standards for transit operations, as the bus route that stops in Hutto is currently provided by CARTS. CARTS operates an interurban bus system that provides daily service to Austin from several of the outlying communities including Hutto.

Performance measures must be developed to address standards within the categories of efficiency, service quality, and service design. These standards will be used to guide future service evaluation; set standards for future service changes, and to ensure compliance with the Americans with Disabilities Act (ADA), Title VI, and other local, state, and federal requirements.

The City of Hutto service standards that will be used to identify the efficiency, effectiveness, and productivity include:

- **Passengers per Revenue Hour**: The total number of passengers divided by the total number of revenue service hours provides a data point for monitoring ridership as it relates to total bus hours operated. This key productivity measurement works as an effective tool for future service planning. Improving ridership is often the goal of planning bus service, however it is just as important to plan for additional ridership with a “right sized” route or system.

- **Operating Costs per Revenue Hour**: This is calculated by dividing operating costs by the total number of revenue (in service) hours. Operating cost per revenue hour is one of the key cost effective performance measures to gauge the amount of service provided to the cost to operate that service. The standard should be tracked over time for the system and by route to identify service areas that are less cost effective compared to other routes within the bus system.

- **Operating Cost per Passenger**: The total operating costs are divided by total passengers (unlinked trips) to calculate the cost for each passenger on the service. This is designed to track the cost effectiveness for the system as it relates to ridership over time.

- **Cost Recovery prior to Subsidy (Farebox Recovery)**: This is calculated by dividing the revenue from the farebox by the total operating costs. Farebox recovery shows the amount of the total revenue that is generated by passenger fares. The goal for most small to medium sized systems should ultimately be 15 to 20 percent farebox recovery.

- **Revenue to non-revenue hour**: Non-revenue hours are deadhead hours that include the time for the operator to travel between the bus yard and the scheduled starting point of the service. This also includes the hours of paid operator time before and after shifts.

Service quality standards help staff evaluate system performance pertaining to reliable and high quality service which encourages ridership. The recommended service quality performance standards include the following:

- **On-time performance**: Buses must arrive at the stop no later than five minutes from the scheduled timepoint 90 percent of the time. To be considered on-time, buses should also not depart a timepoint prior to the time in the schedule.

- **Missed trips per month**: No trips should be missed or cancelled for fixed route or demand response. It is important to schedule appropriate operator spare board and to have adequate vehicle spares to ensure reliable service.

- **Service to all ADA eligible customers within ¾ mile of a fixed route**.

Service design standards help guide decisions for adding new service and making changes to the system. It identifies standards to design the service with a more consistent and uniform approach. The service design standards include the following:
• **Bus stop design**: All bus stops should be clearly marked with bus stop signs. It is preferable that the bus stop signs show the route(s) serving each stop. Route number decals can be added to signs or removed from signs during service changes. Bus stop amenities should be added to stops only when a minimum boarding threshold has been met. These thresholds can be defined after one year of fixed-route service.

• **New service**: Ridership and productivity measures should be defined prior to introducing new service. Service should operate for at least one-year as a pilot program to allow for ridership to develop.
3. Public Involvement and Outreach

Public involvement and outreach is critical to the development of a transit plan that meets the needs and expectations of the local community. During the TDP process, the Project Team engaged members of the community in a variety of ways to gain as much input as possible from a representative cross-section of the population. Public meetings, a Spanish language outreach event, public intercept surveys, an online survey, and stakeholder interviews were used to engage the local community in the TDP process. In addition, the City of Hutto disseminated information through their website and Capital Metro provided social media support.

3.1 Public Meetings

Two public meetings were held for the project. The first meeting occurred on August 13, 2015 at the Williamson County Higher Education Center (WCHEC) and the second was held on October 21, 2015 at Hutto City Hall. Both meetings were advertised in the Hutto News and through the City of Hutto’s website, Bike Hutto, and the City’s and Capital Metro’s social media. Public meetings were offered as an opportunity to share information with the public and to receive feedback from attendees about their perspectives on transit in Hutto and about the proposed transit recommendations developed by the Project Team.

3.1.1 Public Meeting #1

The first public meeting for the Hutto TDP was held on August 13, 2015, at the East Williamson County Higher Education Center (EWCHEC). The open-house format of this early evening meeting allowed the public to come and go at will between 6:00 and 8:00 p.m. Five people attended the open house and Project Team members were available to explain the TDP and answer questions as the meeting participants reviewed project exhibits, including maps of the Hutto area. Participants also had an opportunity to indicate preferred transit route locations and to complete a project survey. Two representatives from Capital Metro were also in attendance to discuss the project and its relationship to the regional expansion efforts of Capital Metro.

Feedback during the first meeting included identification of locations that meeting attendees felt should be served by transit. These locations included:

- Tech Ridge Transit Center
- Downtown Austin
- Dell in Round Rock
- Arboretum
- University of Texas
- Bus to train and Park & Ride
- HEB and Walmart in Round Rock
- Stone Hill Town Center in Pflugerville
- Amtrak in Taylor
- ARSIL Independent Living Center in Round Rock
- IKEA and the outlet mall
- EWCHEC
- State complex near 45th Street and Lamar
Attendees also identified the top priorities for transit in Hutto by placing dots on a board under one of their top three transit priorities. The top priorities identified at the public meeting were:

- Access to retail
- Access to entertainment and recreation
- Access to employment
- Regional transit services
- Social services
- Austin employment centers

Two people at the first public meeting took the intercept survey that was developed for the project. Both individuals indicated that they would use public transit at least once a month to go to work and possibly for entertainment destinations if transit were available. They both are currently traveling by car exclusively and both would like a Park & Ride and/or express bus service to Austin where they both work. The respondents identified the convenience to, or availability of, transit where they live and where they need to go as a reason that would make them more likely to use transit.

3.1.2 Spanish Public Outreach Event

The City of Hutto organized a Spanish language outreach event at City Hall on August 29, 2015. This informal meeting, held at 11:00 a.m. on a Saturday, was conducted in Spanish and English. Five people were in attendance, and were able to ask questions of the Project Team as well as offer their ideas. This group indicated an interest in using public transit if it were available, both within the Hutto area and to Austin for a variety of reasons including commuting to work, and traveling to entertainment events, social service, shopping/errands, and medical appointments.

In addition to the feedback received verbally during the meeting, four surveys were submitted at the end of the event. Respondents indicated that they would be interested in using public transit at least one - three times per month to commute to work; at least one - two times a month for entertainment; at least one - two times per month for shopping and errands; at least one - two times per month to travel to social services; and at least one - two times per month to attend medical appointments. Most respondents are currently using a car to travel to various destinations, supplemented by occasional use of a bicycle or walking. They also indicated that they would be more likely to use public transit if it were convenient, provided a feeling of security, took less time and reduced transportation costs, as well as if it allowed them to avoid traffic. Destinations identified for public transit included downtown Austin, transit terminals, Round Rock (outlets and hospital), shopping, Austin Regional Clinic, colleges, and recreational areas.

3.1.3 Public Meeting #2

The second public meeting was held from 6:00 – 8:00 p.m. on October 21, 2015, at Hutto City Hall. Four people attended the meeting, which included both an open-house and a formal presentation. During the open house portion of the meeting, participants had an opportunity to review exhibits of project information (including project background, public input findings, and TDP overview). This information was supplemented with additional details during the meeting presentation, which also included the Project Team’s findings and recommendations for transit in Hutto.

Attendees viewed the proposed Phase 1 and 2 route recommendations. Overall the attendees provided positive feedback about the service plan. There was interest in the Austin Express route to downtown Austin and the ability to travel to Round Rock and Hutto as part as Phase 2. One attendee suggested that
service be extended in the future to Farley Middle School and Ray Elementary School in south Hutto since there are limited options for students who live too close for school bus service. Another attendee asked about the cost of a fare and liked the concept of riding the bus to Austin to save on tolls and parking. A question was asked about the timeline for the project and how it will fit in with the future Lone Star rail project.

The public meeting PowerPoint presentation is displayed in Appendix A.

3.2 Public Intercept Surveys

The Project Team developed an intercept survey to solicit public input regarding transit in Hutto. Survey questions included demographics, home and work zip codes, current transportation habits, and hypothetical future transit use. These intercept surveys allowed the Project Team to get out into the community to engage the public at events unrelated to the project or transit in general and solicit feedback from individuals who may not attend a TDP public meeting or be aware of the TDP project. Intercept surveys were administered at the Co-op Market Days on July 30, 2015, and at the Gin Building Grand Opening on August 29, 2015. Project Team members administered the survey by intercepting people at the two locations and asking them to answer a few questions regarding public transit in Hutto. Those who agreed to participate answered the questions verbally or filled out the survey on their own and handed it back to one of the team members. The survey instrument is included in this report as Appendix B.

3.2.1 Co-op Market Days Intercept Survey

Capital Metro hosted a booth at Hutto Co-op Market Nights from 5:00 to 7:00 p.m. on July 30, 2015. The booth included materials from Capital Metro about Project Connect and Capital Metro services. Eight people signed in and 15 individuals completed survey forms.

The individuals who completed surveys represented a mix of individuals ranging in age from their twenties to early sixties. Most of these respondents rely on their personal cars for transportation with only a handful noting that they use public transit (CARTS or the Capital Metro Express Bus), ride a bicycle, or walk to their destinations.

About 75% of those who completed surveys indicated that they would use public transit at least once or twice a month to go to work or to go shopping and 86% said that they would use public transit at least once a month to reach an entertainment/recreation destination. When asked, “What would make you more likely to begin using public transportation?” the most common response was that they would use it, if it were convenient to where they live and to their destination. The second most common response was that they would use transit, if it took less time to get to their destination or if it reduced overall transportation costs.

Survey respondents were also asked about desired connections for public transportation and their responses were varied. The most common request was for transportation from Hutto to Austin (Tech Ridge, downtown, or The University of Texas). Transportation to Round Rock was the second most common request. A third of the respondents indicated a desire for transportation within Hutto (Williamson County Higher Education Center and Carmel Creek Senior Housing).

3.2.2 Gin Building Grand Opening Intercept Survey
Capital Metro set up a booth at the Gin at the Hutto Co-op grand opening, which was held from 6:00 to 10:00 p.m. on August 29, 2015. The Project Team shared information about the TDP with event attendees and asked them to fill out a survey for the project. Nine surveys were filled out at the event.

The individuals who completed surveys were of all ages and various ethnicities and races. They generally rely on their cars for transportation with two individuals who also indicated that they use CARTS once or twice a month.

About 66 percent of those surveyed indicated that they would use public transit to reach an entertainment or recreation destination and 56 percent indicated that they would use public transit to commute to work at least once or twice a month, mainly if it were convenient. Survey respondents were also asked about desired connections for public transportation and their responses were varied. More people indicated a preference for traveling within Hutto and to go to Round Rock on public transit than to go to Austin.

### 3.3 Online Survey

The Project Team developed an online survey and uploaded the survey to the Hutto TDP website ([www.huttotransitplan.org](http://www.huttotransitplan.org)) on August 4, 2015. The survey included questions pertaining to transit priorities, transit preferences, and existing transportation behaviors. Results from the survey will be used by the city to help guide transit development decisions during this project and any future planning projects related to the development or expansion of public transportation in the City of Hutto.

A total of 63 online survey responses were received during the development of the plan. The majority of respondents do not currently use other modes of transportation besides the automobile; however, 33 percent of respondents use another transportation mode at least once per month. Other modes include carpool, walk, bike, CARTS, Capital Metro bus and rail, Capital Metro ride share, and Uber.

Figure 2 illustrates the responses provided for Question 6 of the online survey, which asked respondents to share their current transportation habits. Nearly 50 people responded that they use an automobile eight or more times per week. The most frequently-utilized alternative to the personal vehicle was walking. Transit is not currently used very often by respondents in the online survey, because there are not many transit options currently available in Hutto.
Figure 2: Existing Transportation Habits in Hutto

Source: Survey Monkey, URS, 2015.

Figure 3 illustrates online survey responses for Question 8, which asked respondents for what types of trips they would like to use transit and how often might they use transit for those types of trips. Forty-two percent of respondents ranked regional connections to Austin in the top two transit priorities for Hutto. Approximately 38 percent of respondents ranked regional connections to Round Rock in the top two transit priorities for Hutto. Work and school are the primary destinations respondents anticipate using transit to reach on a daily basis, at 16 percent and 10 percent of respondents, respectively. Thirty-five percent of respondents envision using Hutto’s transit service for entertainment/recreation trips once or twice a month.
Figure 3: Anticipated Future Transit Trips in Hutto

Source: Survey Monkey, URS, 2015.

3.4 Stakeholder Interviews
This section provides a summary of discussions with local organizations, business groups, and regional transportation agencies. Stakeholders were identified by City of Hutto Planning staff, Capital Metro staff, and consultant staff. The primary purpose of the stakeholder interviews was to identify community transit needs, preferences, and potential markets. Notes from the stakeholder interviews are provided in Appendix C of this report.

Seven organizations were interviewed between August and October 2015, as identified below.

- Tiffany Anders, Owner and Chef – Baked 'n Sconed
- Dennis Bigbee, Director of Transportation – Hutto Independent School District (HISD)
- Pastor Marcus Bigott and Lynda Herrin, Representatives – Hutto Food Pantry
- Kori Cox, Resident – Hutto University and Local Business Owner
- John Darby, President and Chief Executive Officer – Hutto Chamber of Commerce
- Lyle Nelson, Chief of Staff – Capital Area Rural Transportation System (CARTS)
- Dr. Robbin Ray, Director – East Williamson County Higher Education Center
- Jessica Romigh, Director – Bike Hutto

Interviews were conducted both in person and over the telephone using an informal, conversational format that was guided by a few key questions, including:

- What role should public transit play in Hutto and the region?
- Who are the people that most need to be served by transit and what destinations should be targeted?
Their responses to the interview questions are summarized below.

**What role should public transit play in Hutto and the region?**

Stakeholders stated that public transit in Hutto could benefit the members of the community with limited means of transportation including residents without a car and one-car households. Transit would play a key role in providing transportation options and access to services in Hutto, HEB and Walmart in Taylor and Round Rock, shopping at Stone Hill Town Center in Pflugerville, medical facilities, and employment and education in Austin and throughout the region. The stakeholders expressed a need to connect Hutto residents to specific locations in Austin including downtown, the University of Texas, Tech Ridge Transit Center to connect to other Capital Metro routes, and a MetroRail Station. They said that commuting to Austin can be expensive with tolls, gas, and parking costs. Stakeholders suggested that a park & ride facility is needed at Highway 79 and State Highway 130.

Mobility within Hutto was also recommended by stakeholders. There is a need to provide transportation options for trips to City Hall, to and from schools, to the Hutto Food Pantry on Saturday mornings, to the East Williamson County Higher Education Center and to current and future employment centers. Some stakeholders stated that not only do people need to travel from Hutto to other areas, but transit should provide access for people traveling to Hutto for shopping, tourism and jobs.

Stakeholders expressed a need for transit to connect the north and south sides of the city. They said that it is currently difficult to travel across the railroad tracks and Highway 79 and there are limited access points for bicycles and pedestrians. Stakeholders stated that a multi-modal approach will be a critical component to the transit plan. The bus service should provide connections to bicycle and pedestrian facilities including sidewalks, trails and potential future bike share locations. The Highway 79, FM 1660, FM 685 and Carl Stern Boulevard corridors were identified as the primary transportation corridors. Overall stakeholders believed that the two primary markets for transit were commuting and life line service for lower income residents to jobs and services. Transit is seen by some stakeholders as way to attract new residents, college students and employers to Hutto.

**Who are the people that most need to be served by transit and what destinations should be targeted?**

According to the stakeholders, the people that most need to be served by transit include:

- seniors/elderly,
- disabled residents,
- zero to one vehicle households,
- low to moderate income,
- bicyclists,
- students,
- regional job commuters, and
- tourists.

Destinations that should be targeted by transit include:

- HEBs and Walmarts in Round Rock and Taylor,
- downtown Austin from a park & ride facility in Hutto,
- social service organizations in Round Rock,
- Hutto City Hall,
- Stone Hill Town Center in Pflugerville,
schools and East Williamson County Higher Education Center,
Hutto Food Pantry,
Medical facilities in Round Rock, and
Downtown Hutto.

Additional comments include:

- Hutto Park & Ride should be located on the southside of Highway 79 to provide better access to the high school, trails (Brushy Creek), and the new senior housing.
- The Park & Ride should include a bike share location and safe access across Highway 79 and the railroad tracks.
- The city is divided by the railroad track and transit could be a catalyst to connect the two sides.
- Transit should be provided to lower income residents in the city and the extraterritorial jurisdiction.
- Transit could provide better access to area schools and provide a service for extracurricular activities.
- Transit could provide an important link between the East Williamson County campuses in Taylor and Hutto.
- Hutto is primarily an auto-oriented city. Transit may not be well utilized except as a commuter service.
4. Existing Conditions

4.1 City Overview
The City of Hutto is located in Williamson County, northeast of Austin. The tolled roadway, SH 130, runs along the western edge of the city and has increased transportation access and egress for the city. This new level of mobility has resulted in skyrocketing population growth over the last 15 years in Hutto. Residential development, primarily in the form of single-family neighborhoods, continues to be in high demand in Hutto; to complement this development, the city is also working to increase the influx of services, retail, and entertainment development.

4.2 Demographic Profile

4.2.1 Population Density
Total population in the 2000 decennial census in Hutto was 1,250. In 2010 that number grew to approximately 14,700, and this trend is expected to continue as the implementation of SH 130 has made Hutto one of the fastest growing suburbs in the Austin region. Newer development south of US 79, which bisects the community, is the most densely populated area of the city.

Existing data does not fully capture the growth that has occurred over the past few years, and thus is not able to fully depict the population, which was estimated at over 21,000 in 2014. Figure 4 illustrates the 2013 population density of Hutto.

4.2.2 Employment Density
Employment numbers are small in Hutto, as much of the growth has taken the form of housing. This also means that many services are not available to residents within city limits. Employment is concentrated in areas near old town and the area north of US 79 just west of SH 130 around the Home Depot and Lowe's. The major employers in Hutto are shown in Table 1, and employment density is illustrated on Figure 5.

The employment density shown in Figure 5 does not necessarily depict the current conditions of employment density in the area. The most recent available data for employment density comes from the American Community Survey (ACS) 2013 Five-Year Estimate. A sample of data is collected each of the five years and then aggregated to develop an estimate at the end of the five years. The 2013 estimate consists of data from 2009 to 2013. As Hutto is changing very rapidly, it is difficult for the best available data to keep pace with the rate of development experienced in Hutto.
Table 1: Major Employers in Hutto

<table>
<thead>
<tr>
<th>Employer</th>
<th>Industry Type</th>
<th>Employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hutto ISD</td>
<td>Education</td>
<td>813</td>
</tr>
<tr>
<td>Home Depot</td>
<td>Retail</td>
<td>150</td>
</tr>
<tr>
<td>Lowe's</td>
<td>Retail</td>
<td>125</td>
</tr>
<tr>
<td>YMCA</td>
<td>Recreation, Community Service</td>
<td>124</td>
</tr>
<tr>
<td>Covert Ford</td>
<td>Auto Sales</td>
<td>95</td>
</tr>
<tr>
<td>F.L. Crane &amp; Sons</td>
<td>Construction</td>
<td>89</td>
</tr>
<tr>
<td>City of Hutto</td>
<td>Government</td>
<td>85</td>
</tr>
<tr>
<td>Texas Fixtures</td>
<td>Manufacturing</td>
<td>68</td>
</tr>
<tr>
<td>A.R. Machining</td>
<td>Manufacturing</td>
<td>65</td>
</tr>
<tr>
<td>Chili’s</td>
<td>Restaurant</td>
<td>60</td>
</tr>
</tbody>
</table>

Figure 4: Population Density (2013)

Source: URS, 2015.
Figure 5: Employment Density (2013)

Source: URS, 2015.
4.2.3 Population Over 65 Years of Age

The higher percentages of residents aged 65 or older (above 10 percent) occurs on the southeast side of the city, including areas within the city’s extra-territorial jurisdiction (ETJ). The residential areas in much of the northern portion of the city have a senior population of between seven and ten percent. The senior population south of US 79 is fairly evenly divided between zero to three and four to six percent. Figure 6 illustrates the distribution of the senior population in the city. There is a 61-unit (48 single-bedroom and 13 two-bedroom) senior living community being developed in an area that has a zero to three percent of the population over 65.

4.2.4 Population Under 18 Years of Age

With the exception of the old town which has very few, a significant portion of the city north of US 79 has a high percentage (36 to 40 percent) of the population that is 18 years of age or under. This also continues outside of the existing city limits of Hutto into the ETJ. As shown in Figure 7, south of US 79, Hutto generally has between 26 and 35 percent aged 18 or under of the total population.

4.2.5 Zero-Car Households

As shown in Figure 8, most of Hutto is shown to have very few zero-car households. The one area where this number increases to three percent is the area north of US 79 and west of County Road 119. Similarly, the area on the west side of the city south of US 79 has two percent of total households that do not have access to a vehicle.

4.2.6 Median Household Income

Most of the community north of US 79 has a median household income of between $80,000 and $110,000. Much of the central area of the city south of US 79 has a median household income of $50,000 to $80,000. South and west of the core of the city, there are a couple of pockets of median household income between $80,000 and $110,000. Finally, there are a few small areas within the city limits with a median household income of over $110,000. Figure 9 displays the median household income levels in Hutto.
Figure 6: Percent of Population Age 65 and Older (2013)

Figure 7: Percent of Population Under Age 18 (2013)

Figure 8: Percent of Driving-Age Population with Zero Car Availability (2013)

Figure 9: Median Income (2013)

4.2.7 Community Facilities

This section provides an inventory of community facilities and other types of activity centers in Hutto and Williamson County that may be important locations for transit to serve.

**Within City Limits**

**Hutto Public Library** – The Hutto Public library provides educational, informational, and recreational services for its patrons in and around the community. The library is open from noon to 8:00 p.m. on Tuesdays and Thursdays, noon to 6:00 p.m. on Mondays and Wednesdays, 10:00 a.m. to 2:00 p.m. on Saturdays, and is closed on Sunday and Monday. For adults, the library offers Senior Game Days on Fridays from 10:00 a.m. to noon, Hooks and Needles (where adults can learn to knit or crochet) on Tuesdays and Fridays from 10:00 a.m. to noon, and a book group on the last Thursday of the month. For children the library offers Preschool Story Time on Thursdays from 10:30 a.m. to noon and Home School Day on Wednesdays from 10:15 to 11:45 a.m. The library also offers public computers, free WiFi, and a summer reading program for kids.

**The Trails at Carmel Creek** – Construction began in the fall of 2014 on a 61-unit mixed-income apartment community for people aged 55 and older. This senior housing includes 48 single-bedroom apartments and 13 two-bedroom apartments. Twenty seven of the units are located in a two-story elevator building that includes community activity spaces and the leasing offices. The remaining 34 units are single-story units with carports. This independent living senior community will offer services that encourage health and wellness, facilitate social interaction, and foster creativity. Community spaces will include a multipurpose room, an auditorium, a business center, a fitness center and laundry facilities. The community is under construction (as of July 2015), and is expected to open in late 2015.

**Hutto Family YMCA** – The Hutto Family YMCA opened in January of 2014. The center provides Hutto residents a fitness center, free-weight area, group exercise studio, cardio theater, child watch center and Kids Gym, indoor playscape, indoor aquatics center, full-size gymnasium, locker rooms, and the Zone (for ages 8 to 12).

**Hutto Food Pantry** – In collaboration with several Hutto area churches, the Lutheran Church provides a food pantry for residents living within the Hutto ISD or City of Hutto boundaries. Items available include fresh fruits and vegetables, canned and non-perishable foods, frozen meats, toiletries, cleaning supplies and paper products. The food pantry also has baby products on occasion. The City of Hutto, Hutto ISD, and area businesses and community groups sponsor food drives.

**The Sandbox at Madeline’s Place** – The Sandbox is a nonprofit teen center and volleyball facility dedicated to high school and middle school students throughout Hutto. The mission is to empower teens to navigate adolescence safely, happily, and with a healthy sense of self. This mission is carried out through recreational activities, relationship building, and mentoring.

**East Williamson County Higher Education Center** – Located on 57 acres along SH 130, the East Williamson County Higher Education Center-Hutto (EWCHEC) is a multi-institutional teaching center that provides various educational opportunities and workforce readiness programs to East Williamson County. Temple College and Texas State Technical College- Waco partnered to bring college courses and workforce readiness programs with certificate and licensure opportunities to the EWCHEC in Hutto. Students can complete a certificate or associate's degree or transfer to one of several university partners to complete a bachelor's degree. Phase 1 includes a 113,000 square foot facility. As the only Texas mandated technical college system, Texas State Technical College (TSTC) is designed to work with local business and industry partners to design training programs specific to area employer needs that
lead to technical jobs throughout the State. TSTC at EWCHEC was established to provide advanced manufacturing, information science, and industrial training within the greater Austin region. TSTC works with manufacturers and industries to develop targeted short-term and/or degree-level technical training. TSTC offers certificate and associate programs in Air Conditioning, Building Construction, Culinary Arts, Industrial Systems & Engineering Technology, Electrical Construction, Plumbing & Pipefitting, and Welding. Texas A&M University-Central Texas also joined the campus and currently offers undergraduate business courses and select graduate courses.

**Outside City Limits**

**Switzer Senior Center (Taylor)** – The Senior Center is available to nearby residents who are 50 years and older for recreational, social, educational, and informational activities and classes. These often include holiday parties, bingo, support groups, and others throughout the year, with most events being free of charge. The center also has a resource area that provides information about local services available to seniors.

**Shepherd’s Heart Food Pantry (Taylor)** – Shepherd’s Heart is a partner agency of the Capital Area Food Bank. The Pantry is a faith-based partnership between the Taylor Area Ministerial Alliance and volunteers dedicated to serving the Taylor area with food, clothing, and emergency shelter. Shepherd’s Heart is open Tuesday through Friday, 1:00 to 3:00 p.m. and on Saturdays, 9:00 to 10:30 a.m. The Pantry’s Thrift Shop is open on Tuesdays, 1:00 to 3:00 p.m. and on Saturdays, 9:30 to 11:30 a.m. The Food Pantry is not subsidized by government programs, but, as a Partner Agency of the Capital Area Food Bank in Austin, the center is able to purchase discounted food each month.

**Round Rock Serving Center (Round Rock)** – Provides a food pantry and limited financial assistance for people in the service area for rent, mortgage, utilities (electric, gas, water), and long-distance bus tickets. Utility assistance is available only if the utilities are on. Assistance for people under age 60 is very limited. People age 60 and older may walk in any time during the hours of operation to apply for services.

**Agape Food Pantry (Taylor)** – Open to anyone of need on the first and third Friday of the month from 6:30 to 7:30 p.m.

**Taylor Dialysis Center** – DaVita operates a dialysis center in Taylor at 3100 West 2nd Street (US 79). This center is approximately seven miles from downtown Hutto.

**Round Rock Dialysis Centers** – There are several dialysis centers in Round Rock including the Renal Care Group (Fresenius) at 1499 E Old Settlers Boulevard, Satellite Healthcare Dialysis at 16010 Park Valley Drive, and the DaVita Dialysis Center at 2120 N Mays.

**Bluebonnet Trails Community Services** – The Bluebonnet Trails serves the greater Austin area. In Williamson County there are several locations including one in Hutto which provides Behavioral Health and Family Health Care service. There is also a larger facility in Round Rock that offers assistance and support in the following areas: Autism, Behavioral Health (BH), BH Employment Assistance, Crisis Services, Early Childhood Intervention, Intellectual Developmental Disabilities (IDD), IDD Supported Employment, Justice Involved, Substance Use, and Supportive Housing.

### 4.3 Land Use

#### 4.3.1 Existing Land Use
Existing land use in Hutto is primarily medium density residential (approximately 46 percent). Residential areas in Hutto in which there are between three and eight single-family residential units per acre are defined as a Mid Density Residential land use. Other residential uses make up approximately eight percent of total land use, for a total residential use of 54 percent. The Low Density Residential land use type is defined as having less than three single-family residential units per acre, and Mixed Use Residential land uses must be at least 60 percent residential with a density in the residential portion of at least 8 residential units per acre.

The city’s combined commercial uses (Business Park, Commercial, and Mixed Use Retail) total approximately 26 percent of land use. The Historic Overlay District also includes some retail. A land use pattern focused on residential land uses over retail and business park/employment uses indicates that most residents commute outside the city daily to reach places of employment and shopping, entertainment, and social service destinations. This land use pattern also tends to be more compatible with a demand-response transit service and/or commuter-type services. Table 2 provides a summary of the existing land uses within the city limits. A map of the existing land use is provided as Figure 10.

### Table 2: 2014 Land Use- Hutto City Limits

<table>
<thead>
<tr>
<th>Land Use</th>
<th>Acres</th>
<th>Percent of City Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Park</td>
<td>36</td>
<td>1%</td>
</tr>
<tr>
<td>Commercial</td>
<td>507</td>
<td>10%</td>
</tr>
<tr>
<td>Historic Overlay District</td>
<td>208</td>
<td>4%</td>
</tr>
<tr>
<td>Institutional</td>
<td>320</td>
<td>6%</td>
</tr>
<tr>
<td>Low Density Residential</td>
<td>173</td>
<td>3%</td>
</tr>
<tr>
<td>Mid Density Residential</td>
<td>2,393</td>
<td>46%</td>
</tr>
<tr>
<td>Mixed Use Residential</td>
<td>285</td>
<td>5%</td>
</tr>
<tr>
<td>Mixed Use Retail</td>
<td>763</td>
<td>15%</td>
</tr>
<tr>
<td>Recreation and Floodplain</td>
<td>554</td>
<td>11%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>5,240</td>
<td>100%</td>
</tr>
</tbody>
</table>

Source: City of Hutto, 2015.
Figure 10: Existing Land Uses in the City of Hutto (2014)
4.4 Existing Transit Services near Hutto

4.4.1 CARTS SERVICE

CARTS provides east-west Interurban Coach service between Round Rock and Taylor with a stop in Hutto on the Silver Route. There are five daily, weekday trips in each direction from the Downtown Hutto Bus Stop, two of which provide a timed transfer to Austin (on the southbound Red Route. The CARTS stop in Hutto is located in the downtown area at 202 Farley Street. CARTS does not provide demand-response service within the city limits of Hutto. Table 3 provides an overview of CARTS schedule in Hutto.

<table>
<thead>
<tr>
<th>Westbound (to Round Rock)</th>
<th>Eastbound (to Taylor)</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:45 a.m. (timed transfer to Austin at Round Rock CARTS Station)</td>
<td>8:15 a.m.</td>
</tr>
<tr>
<td>8:55 a.m.</td>
<td>9:25 a.m.</td>
</tr>
<tr>
<td>1:45 p.m. (timed transfer to Austin at Round Rock CARTS Station)</td>
<td>2:15 p.m.</td>
</tr>
<tr>
<td>2:55 p.m.</td>
<td>3:25 p.m.</td>
</tr>
<tr>
<td>4:05 p.m.</td>
<td>4:30 p.m. (this trip from Round Rock to Hutto/Taylor provides a connection opportunity with the CARTS Red Route heading north from Austin to Round Rock; this is the only return trip from Austin to Hutto/Taylor)</td>
</tr>
</tbody>
</table>

Source: CARTS, 2015.

4.4.2 Capital Metro Service

Express Bus Service

The Tech Ridge Park & Ride is a commuter hub for north Austin, featuring a transfer route to Howard Station, a dedicated express route, and access to the popular 801 MetroRapid and 1 Metric/South Congress routes. CARTS operates service between Round Rock/Georgetown to the Tech Ridge Park & Ride. For Hutto residents, the Tech Ridge Park & Ride is the closest Park & Ride/Transfer Center, as it is located approximately 15 miles west of the city.
Commuter Rail Service
Capital Metro’s MetroRail provides rail service between downtown Austin and Leander Monday through Friday. On Saturdays, northbound service terminates at the Lakeline Station, and MetroRail does not operate on Sundays. Although the service does not operate in Hutto, the Howard Station is approximately 16 miles west of Hutto by car.

4.4.3 Greyhound Bus Service
Hutto does not have Greyhound bus service in the city limits. The nearest Greyhound bus stations are located in Round Rock at the CARTS Greyhound Station at 402 W Bowman Drive, or in Georgetown at the CARTS Georgetown Bus Station at 3260 South Austin Avenue. The route serving the Round Rock and Georgetown stations provides a connection to the Austin Bus Station where passengers then transfer to routes heading to cities such as Dallas, Houston, and San Antonio.

4.4.4 Amtrak Rail Service
Hutto does not have Amtrak service in the city limits. The nearest Amtrak station is in Taylor, about nine miles east of Hutto. There are also stations to the south of Hutto in Austin and to the north in Temple. The Texas Eagle route stops in Taylor once daily in each direction, heading south towards San Antonio and north towards Saint Louis and Chicago.

4.4.5 Non-Profit Services
Drive a Senior Round Rock/Pflugerville provides free transportation for anyone aged 60 or older in Pflugerville, Round Rock, North Austin, and Hutto. Drive a Senior offers demand-response services for nonwheelchair-bound seniors that include curb-to-curb, door-to-door, and door-through-door services. The areas of Hutto served are not identified on the www.volunteerdriving.com website, but service began in January 2015 for Hutto seniors. A unique aspect of this particular Drive a Senior affiliate is that it offers a van service to local HEB and Walmart stores Monday through Thursday. The van schedule as accessed on www.volunteerdriving.com, is shown in Table 4. This affiliate also provides rides to and from the Walgreens in Hutto for veterans. At the Walgreens, veterans can receive a ride from a van operated by the VA, which provides transportation to the VA clinic at 7901 Metropolis Drive in Austin.

Table 4: Drive a Senior Round Rock/Pflugerville Van Schedule

<table>
<thead>
<tr>
<th>Day of Week</th>
<th>Destination</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>HEB, Pflugerville (Hwy 685 &amp; Pecan)</td>
</tr>
<tr>
<td>Tuesday</td>
<td>Walmart, Round Rock (Hwy 79)</td>
</tr>
<tr>
<td>Wednesday</td>
<td>HEB Plus, Round Rock (Hwy 79)</td>
</tr>
<tr>
<td>Thursday</td>
<td>Walmart, Pflugerville</td>
</tr>
<tr>
<td>Friday</td>
<td>No rides at this time</td>
</tr>
<tr>
<td>Saturday</td>
<td>Van service not offered on weekends</td>
</tr>
<tr>
<td>Sunday</td>
<td>Van service not offered on weekends</td>
</tr>
</tbody>
</table>

4.4.6 Taxi and Other Demand-Response Car Services

A company called A Cheap Ride offers taxi service and airport transportation in Hutto. A defining feature of the service is its flat-rate fare structure. The company is based in Round Rock and offers local service in Round Rock, Brushy Creek, Pflugerville, and Hutto. Airport and other longer distance services are available for many cities outside of this local-service area.

Lyft, an on-demand ride service, includes Hutto in its Austin service area. Rides within Hutto are estimated on the Lyft website to range from $6 to $11. A fare for an example trip a Hutto resident might take from downtown Hutto (Texan Café, for example) to Dell Diamond Park where the Round Rock Express play would cost approximately $11 dollars using Lyft.

Uber is also present in the Hutto area. Although Hutto is not technically shown to be within the Austin service area on the uber website, uber’s fare estimator tool does provide a fare estimate when a Hutto origin and a Hutto destination are plugged into the tool. UberX fares within Hutto appear to range from $5 to about $12. A fare for an example trip a Hutto resident might take from downtown Hutto (Texan Café, for example) to Dell Diamond Park where the Round Rock Express play would cost between $8 and $11 dollars using UberX.

4.4.7 Agency/Facility-Specific Shuttle Services

Currently, there are no known shuttle services organized by specific agencies or facilities in Hutto. A senior living community in Hutto is planned and is under construction, however no shuttle service is currently planned for the community.

4.5 Review of Relevant Plans

The following plans include useful information for achieving multi-modal planning objectives. The most directly relevant regional plans are Project Connect, which acts as the system plan for the Central Texas region, and the Project Connect: North Corridor Plan. The Lone Star Rail Project proposes the implementation of commuter rail between Georgetown, Austin, and San Antonio.

While the service areas in these plans are different than that of the City of Hutto, having a clear understanding of regional and neighboring services allows the city to develop transit options that are complementary to regional and other local services both in the short- and long-term.

4.5.1 Regional Plans

**Project Connect: North Corridor Plan**

Project Connect was developed by the project partners in the Central Texas region to coordinate transportation options. The Project Connect High-Capacity Transit System Plan provides a framework for moving forward with high-capacity transit in Central Texas, with the goal of including the fiscally constrained portions of the Project Connect System Plan in the Capital Area Metropolitan Planning Organization’s 2040 Regional Transportation Plan (CAMPO 2040) and implementing the components of the plan as fiscally feasible. Project Connect is the vision for Central Texas’s high-capacity transit system. Linking activity centers within the fastest growing region in the country, Project Connect aims to connect people, places, and opportunities in an easy, efficient way. The vision unites efforts to develop the best solutions for getting around Central Texas and addressing regional growth challenges.

During the Project Connect study, Hutto was part of the Northeast Corridor. However, the North Corridor is more important to Hutto in the short term, as improvements in the North Corridor are seen
as a higher priority than those proposed in the Northeast Corridor, and Hutto lies on the edge of both corridors.

From 2005 to 2035, the region's population is forecasted to increase by 123 percent, with employment increasing by 135 percent. Half the population of Williamson and Travis counties are projected to reside in the North Corridor by 2035 and 55 percent of all jobs in the five-county region will be located in the North Corridor. The North Corridor extends north from approximately US 290 north of downtown Austin, and generally follows I-35 north of the City of Georgetown, as shown in Figure 11. Additionally, 14 of the 38 regional growth centers (areas with a dense mix of employment, housing, and retail) identified in the CAMPO 2035 plan are located in the North Corridor. With this significant population and employment projected to reside in the North Corridor by 2035, the Project Connect: North Corridor Study was initiated as one of the first projects to advance elements of the regional plan. High-Capacity transit improvements are expected to:

- Provide direct and frequent service between Austin's core and the North Corridor
- Link activity centers in the North Corridor with Connect and Rapid service
- Serve both traditional and new target transit markets
- Maximize both existing vacant and planned future land use opportunities
- Offer a scalable and expandable transit network

Capital Metro, CAMPO, the Lone Star Rail District, and the cities of Austin, Pflugerville, Round Rock, Georgetown, and other partners are working together to improve long-term mobility and accessibility in the North Corridor. The North Corridor team began an alternatives analysis in June 2012 by collecting public input on the issues facing the corridor. The project identified transportation problems within the corridor ("purpose and need"); determined feasible alternatives to address those problems; analyzed, evaluated, and refined alternatives; and selected a locally preferred alternative (LPA). Options considered included both roadway and transit projects, and while not all projects will connect to Hutto, future connections may be possible as recommendations of this study. For the sub area that includes the Cities of Georgetown, Round Rock, Pflugerville, and Hutto, major elements of the plan include the following, and are illustrated in Figure 12.

- Utilizing Capital Metro’s express and connect bus services to provide transit options within the Corridor, like Round Rock's University Boulevard Center to Cedar Park and Round Rock's established Park & Ride center to Hutto, and linking the centers from Georgetown to central Austin.
- Extending Capital Metro’s premium MetroRapid service from The Domain to Round Rock and Georgetown.
- New express routes from Georgetown and Round Rock to leverage investments in the new express lanes along MoPac.
- Moving forward with Lone Star Rail District’s plans for commuter rail from Georgetown through Austin to San Antonio.
- Initially using the MoKan Corridor from Pflugerville to downtown Austin as a dedicated busway with limited stops. Corridor preservation would allow for the bus way to be extended to Georgetown in the future.
Figure 11: Extent of Project Connect North Corridor

Source: Capital Metro and URS, 2011.
Figure 12: Project Connect: North Corridor Study LPA

Source: Capital Metro, 2014.
**CAMPO 2035 (and updated 2040)**

The CAMPO 2035 plan is a long-range plan that specifies a set of investments and strategies to maintain, manage, and improve the surface transportation system in the five-county region of Williamson, Travis, Hays, Caldwell, and Bastrop Counties in Central Texas. Major transit projects recommended in the plan include:

- Urban commuter rail (MetroRail)
- Urban Rail
- Intercity passenger rail (LSTAR)
- Intercity bus service
- Express bus and commuter bus
- Rapid bus (MetroRapid)

Based on the 2035 plan’s fiscally constrained analysis, approximately $28.4 billion would be available to construct, operate, and maintain the regional transportation system over the 25-year timeframe (2010-2035), with $2.9 billion dedicated to transit capital expenditures and $10.3 billion dedicated to operations and maintenance (O&M).

CAMPO 2035 was the basis for the Project Connect System Plan. The Project Connect team worked with CAMPO on the development of the Project Connect System Plan to ensure that the fiscally constrained portions of the System Plan would then inform the planning process for CAMPO 2040.

The process to update the regional transportation plan, CAMPO 2040, began in May 2013. The process to update the plan took two years and was adopted in May, 2015. The ultimate plan will include the recommendations of the Transit Working Group (TWG).

**Lone Star Rail Project**

The Lone Star Rail Project is the central element of the Lone Star Rail District (LSRD), which is an independent public agency authorized by the Texas Legislature in 1997 and created in 2002. LSRD is governed by a board of directors made up of representatives of member cities and counties, various planning and transit agencies, the business community, and general public. Its planning area covers Williamson, Travis, Hays, Comal, and Bexar Counties.

The Federal Highway Administration (FHWA), Texas Department of Transportation (TxDOT), and the LSRD began an Environmental Impact Statement (EIS) for proposed passenger rail line that would travel along the IH-35 corridor connecting the greater Austin and San Antonio metropolitan areas. Agency and public scoping meetings were held in January 2015.

The LSRD has worked closely with the Union Pacific Railroad (UPRR), as a major stakeholder, to evaluate operational scenarios for joint freight and passenger operations within UPRR’s existing system. A potential alternative to be evaluated in the EIS includes development and operation of passenger rail service within the abandoned MoKan railroad right-of-way between Georgetown and Round Rock, and along the existing UPRR corridor between Round Rock and San Antonio. A branch route providing passenger rail service between Round Rock and Taylor along the existing UPRR corridor could also be evaluated.

A potential alternative could include development of a freight bypass to accommodate some existing freight rail traffic that could be displaced by the proposed passenger rail operations. The proposed freight rail bypass could extend from near Taylor along a greenfield alignment to Seguin. From Seguin,
the proposed freight rail bypass could follow existing UPRR right-of-way and terminate near downtown San Antonio.

The need for the proposed project stems from the rapid growth occurring in Central Texas. Congestion within the IH-35 corridor has resulted in decreased mobility and travel time reliability for both travelers and freight transporters. The deficiencies of the existing transportation network, including lack of modal transportation options and limited roadway capacity, contribute to decreased regional air quality, increased crash rates, and diminished quality of life for residents living in proximity to IH-35.

The Lone Star Regional Rail Project would provide regional passenger rail service connecting communities along the IH-35 corridor between the metropolitan areas of Austin and San Antonio, including north of Austin terminating in Georgetown. As currently envisioned, the project would span approximately 120 miles across Williamson, Travis, Bastrop, Hays, Caldwell, Comal, Guadalupe, and Bexar counties. Based upon previous studies, the purpose of the proposed project is to improve mobility, accessibility, transportation reliability, modal choice, safety, and facilitate economic development along the IH-35 corridor in Central and South Texas.
Figure 13: Lone Star Rail Project

Source: Lone Star Rail District.
4.5.2 Local Plans

**Hutto 2040: A Comprehensive Plan**

Hutto 2040: A Comprehensive Plan was approved May 7, 2015, begins by noting that Hutto’s population began to skyrocket in the early 2000’s, growing exponentially and earning the title of fastest-growing city in the U.S. The pace of growth decelerated with the recession but has picked back up in recent years. Future population estimates vary greatly depending on methodology. If the city grows at a pace similar to the years 2009 through 2013, about 200 residential permits per year, the population would be nearly 40,000 by 2040. If Hutto grows at a pace similar to 2014, with around 400 permits per year, the approximate population in 2040 would exceed 50,000, assuming a household size of 3.04 persons. Growth rates are dependent on a number of factors, but because the city has experienced a great deal of growth since 2000, it is likely that higher than normal growth will occur as long as housing remains affordable, the city remains safe, and the quality of schools remains high.

Hutto must now begin to address some of the issues associated with the high growth rates of the past decade and a half. One of the areas where the outcome of this growth is clear is in congestion levels on city streets. The Hutto 2040 plan describes four mobility goals, and associated objectives, as shown below.

**Develop a transportation network which safely accommodates drivers, pedestrians, and cyclists**

- Explore innovative mitigation of significant community barriers such as the railroad.
- Build the city's street and road networks in accordance with the *Thoroughfare Plan*.
- Expand the city's sidewalk network in accordance with the *Pedestrian Mobility Plan*.
- Develop a Transportation Master Plan.

**Support efforts to serve Hutto with regional public transit, such as bus or rail**

- Maintain an active and cooperative relationship with entities such as Lone Star Rail, CAMPO, and Capital Metro.
- Establish a Park-and-Ride location in Hutto.
- Promote existing services, such as CARTS, to citizens with special needs or without automobiles.

**Ensure that transportation projects respect and preserve surrounding character to the greatest practical extent**

- Design new streets to the surrounding and planned context to ensure appropriate geometry and design speed.
- Collaborate with state and regional entities to ensure that roadway design balances regional mobility goals with the unique needs and character of Hutto.

**Provide a developed trail system to connect neighborhoods, commercial areas, schools and downtown to one another**

- Develop Hutto’s trail system in accordance with the *Parks, Trails and Open Space Master Plan*.
- Maintain active participation in regional trail planning efforts.
The plan goes on to state that “At some point in the future, Hutto will likely be served by regional public transit. Maintaining an ongoing relationship with bus and rail entities will enable Hutto to plan and garner support for any upcoming transportation investments. In the meantime, the city will continue to support existing services and connect residents with all available transit options.” This transit development plan represents the first step in supporting regional efforts to serve the city with public transportation.

**Hutto Old Town Master Plan**

The 2009 *Hutto Old Town Master Plan* does not describe public transportation. However, it does discuss the importance of connectivity to and within the Old Town District. Short city blocks make the area attractive to both automobiles and pedestrians, so safety will continue to be important. Similarly, the Texas Department of Transportation (TxDOT) plans to upgrade US 79, which bisects the city east to west, to a six-lane divided major arterial before 2030. FM 1660 is also proposed to be expanded and realigned (realignment will only be done on the south side of the city, not through Old Town) in the coming years, which could slow the growth of traffic on US 79. Regardless, the Hutto Old Town District sits adjacent to US 79 and traffic is expected to increase as more residents move into the city and other surrounding areas.

Parking is another concern in the district and the *Old Town Master Plan* describes options for angled parking on several streets within the district. If bus service is implemented in Hutto, buses would likely be smaller vehicles, but allowances must be made to ensure these vehicles can traverse streets within the district.

**Hutto Pedestrian Mobility Plan**

While the 2012 *Hutto Pedestrian Mobility Plan* does not describe public transportation, a highly connected community is more likely to use public transportation if potential passengers can safely and efficiently get to and from it stops. Citywide nearly half of the streets have sidewalks, due in large part to new developments being required to have them on both sides of the street. However, in Old Town sidewalks are nearly nonexistent. Additionally, many of the larger collector and arterial streets also lack sidewalks. In a survey conducted during the plan, 79 percent of respondents said that a portion of their child’s walk to school was made without a sidewalk. Sidewalks and trails are valuable both for transportation and recreational activities. The plan proposes sidewalk and trail connection projects that fall in one of four categories: improves city-wide connectivity, is included in the trails master plan, is a potential school route, or is identified in safe routes to school. With the implementation of the sixteen projects described in this plan, pedestrian mobility would be improved throughout Hutto. Moving forward with the Transit Development Plan, any facilities that would be constructed for transit service such as park-and-rides or transfer centers should be constructed in areas where sidewalks exist or are proposed to ensure passengers can easily walk or bike to these facilities.

**Hutto Thoroughfare Plan**

The 2011 *Hutto Thoroughfare Plan* has four goals. Goal 3 is to provide a network that encourages the use of multiple modes of transportation besides the private automobile, including walking,
bicycling, and public transportation. Six policies/objectives were developed to achieve this goal, two of which specifically described public transportation:

- The City will stay updated on plans for regional rail and bus systems, and work with and encourage Capital Metro, TxDOT, CAMPO, and any other applicable agencies to extend rail and bus systems to Hutto to help serve the high number of commuters.
- The City will promote the usage of CARTS to citizens with special needs or without automobiles.

This Transit Development Plan represents the first step in supporting the efforts of the Thoroughfare Plan by working with Capital Metro and CARTS, as well as TxDOT, CAMPO, and the Lone Star Rail Project to serve the city with public transportation in the short- and long-term. On December 5, 2013, Hutto City Council approved a resolution of support concerning Project Connect. The resolution formally lends support to Project Connect but does not commit any funding. The city has also passed a resolution supporting the Lone Star Rail District.

**Sustainable Places Project**

The Sustainable Places Project (SPP) is a regional initiative to encourage development and investment decisions that promote healthy, sustainable, livable places that include feasible and affordable options for housing, jobs, and transportation. CAMPO 2035 identified 37 activity centers in the region where jobs and housing already exist. The intent is to have future growth of jobs and housing focused in these activity centers to create mixed-use environments that meet the needs of a wide variety of people.

Hutto was selected as one of five cities to host a demonstration site of the city’s choosing. The City of Hutto chose Old Town Hutto and nearby undeveloped parcels for the demonstration area. The outcome of the demonstration was a set of plans and strategies to help the city move forward to make the site a “sustainable place.”

**Hutto 2005-2015 Growth Guidance Plan**

The 2005-2015 Growth Guidance Plan (GGP) provides a strategic approach for the physical build out of the City to identified growth boundaries through 2015. The intent is to achieve the orderly growth and development of the City to promote beneficial and appropriate land uses and supporting infrastructure.

In recent years, Hutto has been regularly identified as one of the fastest growing communities in the region and throughout the state of Texas. This description derives from key indicators regarding physical expansion of city boundaries, new construction activity, and increase in population.

In terms of physical expansion, the boundaries of the city expanded through the annexation of nearly 1,200 acres to include the US 79/SH 130 intersection to the Brushy Creek area. Additionally, the city gained 2,021 acres of extra-territorial jurisdiction (ETJ) around SH 130 in an ETJ property exchange with the City of Round Rock to establish Hutto’s westward growth boundary and legal jurisdictional limit. Figure 14 shows the boundaries of the city limits, the extra-territorial jurisdiction, and the growth boundary area.
The City has tracked permits and final inspections since 2002, to more thoroughly understand construction activity. These figures indicate the fast pace of actual construction in Hutto. From 2002 to 2005, there was a 58 percent increase in permits issued; and a 66 percent increase in final inspections performed. While these numbers slowed in the years following, growth in Hutto continues to make it one of the fastest growing communities in the region.
Figure 14: City of Hutto Boundaries
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5. Transit Service Performance

5.1 CARTS Silver Route Service Statistics

5.1.1 Overview

CARTS operates with a fiscal year (FY) that begins on September 1 of each calendar year. CARTS operates the Silver Route between Taylor and Round Rock with a stop in downtown Hutto. This fixed-route, inter-city service is the only transit service provided in Hutto. No demand-response, or curb-to-curb, service is offered within the City of Hutto. The fixed-route service does not provide local bus service. CARTS fares are $2.00 for a one-way trip within a single county and $4.00 for a one-way trip anywhere in the CARTS district. Half-priced fares are offered for elderly and disabled passengers.

Ridership for the Silver Route is 903 in FY2015. Ridership figures for the past three years are provided in Table 5.

Table 5 provides a summary of key service statistics for the Silver Route service that passes through Hutto. Total passengers have decreased from FY2013 to FY2014, but rebounded slightly in FY2015. It should be noted that the Silver Route was modified in January 2014.

<table>
<thead>
<tr>
<th></th>
<th>FY2013</th>
<th>FY2014</th>
<th>FY2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Passengers</td>
<td>1,393</td>
<td>709</td>
<td>903</td>
</tr>
<tr>
<td>Total Revenue Hours</td>
<td>2,488</td>
<td>1,527</td>
<td>1,960</td>
</tr>
<tr>
<td>Total Revenue Miles</td>
<td>52,483</td>
<td>33,630</td>
<td>44,254</td>
</tr>
</tbody>
</table>

Source: CARTS, 2015.

Total revenue miles and revenue hours follow the same trend as ridership on the Silver route, as shown in Figure 15 (ridership) Figure 16 (revenue miles), and Figure 17 (revenue hours).

CARTS also provided supplemental information from the previous full fiscal year regarding boardings and alightings by stop. For FY2014-2015, there were 70 boardings and 72 alightings at the Hutto stop, compared to 492 boardings and 492 alightings for the entire route. This represents nearly 15 percent of the total boardings and alightings on the route occur in Hutto.
Figure 15: CARTS Passengers for Silver Line (2013-2015)

Figure 16: Annual Revenue Miles for Silver Line (2013-2015)

Figure 17: Annual Revenue Hours for Silver Line (2013-2015)
5.1.2 Performance Indicators

This section characterizes the performance of the CARTS Silver Route service using standard transit performance measures.

The number of passenger trips increased from 2014 to 2015 after seeing a sharp decrease from 2013 to 2014. As noted above, the route was modified in January 2014. These figures are shown in Table 6.

<table>
<thead>
<tr>
<th></th>
<th>FY2013</th>
<th>FY2014</th>
<th>FY2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Passenger Trips</td>
<td>1,393</td>
<td>709</td>
<td>903</td>
</tr>
<tr>
<td>Passengers per Revenue Hour</td>
<td>0.56</td>
<td>0.46</td>
<td>0.46</td>
</tr>
<tr>
<td>Passengers per Revenue Mile</td>
<td>0.03</td>
<td>0.02</td>
<td>0.02</td>
</tr>
</tbody>
</table>

**Service Effectiveness**

The number of passengers who are served per hour of revenue service and per mile of revenue service are indications of the productivity, or effectiveness, of the service. Table 6 above shows that passengers per revenue mile are low and have decreased since FY2013.

5.1.3 Transit Needs and Opportunities

The data from the Existing Conditions Report, the public outreach process and the consultant team’s field observations provided critical information about the community and its transportation needs. Through this process potential transit needs and opportunities were identified. These key opportunities include the following:

- Express bus service from Hutto to downtown Austin, the UT area, and North Austin.
- Local and demand response transit service for households with one or no cars available.
- Connections to shopping and medical in Round Rock, Pflugerville and Taylor.
- Partnerships with surrounding communities to develop an inter-city bus service.

Connections to MetroRail and future high capacity transit such as Lone Star Rail and the Project Connect North Corridor.
6. Service and Operations Plan

Based on input from the public outreach process and the comprehensive data analysis tasks, the project team developed recommendations for service and financial plans. The proposed transit system includes an express bus service from Hutto to Austin and a deviated fixed route along the Highway 79 corridor serving Taylor, Hutto and Round Rock. The routes were developed to be phased in over a three-year planning horizon based on need for the service and the availability of funding.

The plan does not include a fixed-route line within the first three to five years of service. It is important to note that any future fixed-route will require complementary paratransit service within a ¾-mile catchment area of a route based on the Americans with Disabilities Act (ADA). The Phase 2 Highway 79 route will provide the ¾-mile catchment area within the flex zone. In addition, all future transit service in Hutto must be provided equitably and meet the requirements of the Title VI Civil Rights Act of 1964 (Title VI). Title VI ensures that no person shall be excluded from participation in, denied benefits of or be subjected to discrimination on the basis of race, color, or national origin under any program receiving federal financial assistance.

6.1.1 Phase 1 – Austin Express and Tech Ridge Service

Phase 1 of the service plan introduces a commuter service from a future Park & Ride facility in Hutto to downtown Austin along the SH 130 corridor. The proposed service will operate three trips during the morning peak period from Hutto to Austin and three afternoon/evening trips from Austin to Hutto. The plan also includes limited service from Hutto to the Tech Ridge Transit Center in Austin near Parmer Lane and I-35. Two buses and a spare bus would be needed to operate the routes. The commuter-based service would operate weekdays only.

The service, guided by public input throughout the development of this TDP, is recommended for implementation in FY 2017. Key components of the Phase 1 plan are as follows:

- Utilizes the future Hutto Transit Center/Park & Ride facility on Highway 79 just east of SH 130.
- Provides direct service from Hutto to downtown Austin and the State Capital area with service along 15th Street and the Downtown Transit Mall on Guadalupe Street and Lavaca Street.
- Connects to Capital Metro routes at Tech Ridge or downtown Austin for service to the University of Texas campus.
- Provides limited stop service from Hutto to the Capital Metro Tech Ridge Transit Center with a connection to seven routes.
- Provides opportunities for reverse commute to Hutto for education, jobs, and services.
- Proposes Monday to Friday service.

6.1.2 Service Characteristics

Figure 18 illustrates the bus routes proposed in Phase 1.
Figure 18: Phase 1 Austin Express and Tech Ridge Route Map
The following sections present a detailed summary for Phase 1.

### 6.1.3 Phase 1 Route Overview

#### Austin Express

The proposed Austin Express route connects the future Hutto Transit Center/Park & Ride (Highway 79 and SH 130) to the downtown Austin transit mall at Lavaca Street and 6th Street. The service will travel the fastest route available depending on time of day and traffic conditions. Trips may travel south on SH 130, west on Highway 290 and south I-35. Service is designed to be flexible and dynamic and may take alternate routes if the primary roadways are congested. The travel times will be competitive with the automobile since there are no stops between Hutto and downtown Austin.

A turn-by-turn description in downtown Austin is as follows:

IH-35 south, west on 15th Street, south on Guadalupe Street, north on Lavaca Street and east on 15th Street, north on I-35.

Buses will stop at current Capital Metro bus stop locations within the downtown area.

#### Tech Ridge Route

The proposed Tech Ridge Route connects the Hutto Transit Center to the Capital Metro Tech Ridge Transit Center and the Dell Computer Campus near Parmer Lane and I-35. The route makes one outbound trip in the morning and one inbound trip in the evening. The purpose of this route is to provide direct connections to other Capital Metro routes that serve locations in North Austin including the North Lamar Corridor and the ACC Northridge Campus.

A turn-by-turn description of the proposed route is as follows:

Westbound from the proposed Hutto Park & Ride – west on Highway 79, south on SH 130, west on SH 45, south on IH-35, east on Parmer Lane, south on Center Line Pass, west on Center Ridge Drive.

Eastbound from Tech Ridge Transit Center to the Hutto Park & Ride - east on Center Ridge Drive, north on Center Line Pass, west on Parmer Lane, North on IH-35, east on SH 45, north on SH 130, east on Highway 79.

Buses will stop at the Hutto Park & Ride and the Tech Ridge Transit Center. At Tech Ridge passengers can walk to the Shops at Tech Ridge or transfer to Capital Metro Routes including:

- 1 Metric/South Congress
- 135 Dell Limited
- 243 Wells Branch
- 275 North Lamar Feeder
- 392 Braker
- 801 MetroRapid North Lamar/South Congress
- 935 Tech Ridge Express

### 6.1.4 Phase 2 Route Overview

#### Highway 79 Flex

Phase 2 is recommended to begin service by Year 3 of the planning horizon. This will allow time for Phase 1 to mature and to begin building partnerships with neighboring cities. The proposed Highway 79
Flex route provides fixed-route service along Highway 79 in Taylor, Hutto and Round Rock with the ability to operate general public demand response within ¾ mile from the corridor as shown in Figure 19. The ¾ mile demand response zone will provide service to the most densely populated areas of Hutto including the areas south of City Hall and north of downtown. Figure 20 displays the portion of Hutto that is within the flex zone.

This route is intended to be developed through a partnership between the three cities for planning and funding the service. All demand response trips will be scheduled ahead of time in order to group route deviations efficiently for each trip. The route follows a similar alignment as the current CARTS Silver Route with additional stops in Hutto and Taylor. The route will serve the primary shopping centers in the three cities along the Highway 79 corridor including HEB and Walmart in Taylor and Round Rock. It is also intended for the route to provide connections to the Austin Express and Tech Ridge routes at the Hutto Park & Ride lot. The demand response component will allow for transit to penetrate into neighborhoods and better serve residents who would be less likely to walk longer distances to bus stops such as seniors and persons with disabilities.

Bus stop placement should be limited to streets and locations near a controlled intersection. The Highway 79 portion of the route will require bus stops to be placed at or near traffic signals to allow for safe crossing for passengers.

A turn-by-turn description of the proposed route is as follows:

Westbound from Taylor Walmart – South on Main Street, west on 2nd Street/Highway 79, north on Mays Street in Round Rock, west on Bowman Road.

Eastbound from Round Rock CARTS – East on Bowman Road, south on Mays Street, east on Highway 79, north on Main Street in Taylor.

Proposed westbound bus stop locations from Taylor to Round Rock for the route include, but not limited to the following:

- Walmart - Taylor
- Baylor Scott and White – Taylor
- Temple College - Taylor
- Amtrak – Taylor
- CARTS – Taylor
- Downtown Hutto/FM 1660
- Exchange Boulevard - Hutto
- FM 685 - Hutto
- Walmart – Round Rock
- HEB - Round Rock
- Old Settler’s Park/Dell Diamond – Round Rock
- CARTS – Round Rock

The same bus stop locations are recommended for both the westbound and eastbound directions.
Figure 19: Phase 2 Highway 79 Flex
Figure 20: Highway 79 Flex Route in Hutto
6.2 Service Plan Operations

Phase 1 will operate about nine revenue hours on weekdays from 6:00 am to 8:30 am and from 4:15 pm to 7:00 pm weekdays only. There is no Saturday or Sunday planned at this time. One way trip travel times will vary by time of day but on average the route should complete the trip between 30 to 40 minutes to downtown Austin and about 25 minutes to Tech Ridge. Each route will have a minimum of 10 minutes for a layover at the Hutto Park & Ride. Table 7, below, illustrates the proposed schedule of service for Phase 1 utilizing a two bus system.

Phase 2 will operate about 11 revenue hours on weekdays from approximately 7:00 am to 6:00 pm connections to the Austin Express route. The route makes a round trip in approximately 90 - 100 minutes with one bus or more frequent if operated by two buses. Each route will have a minimum of 10 minutes for a layover at the Hutto Park & Ride. The proposed schedule of service for Phase 2 is shown in Table 8.

### Table 7: Austin Express and Tech Ridge Conceptual Schedule - Morning

<table>
<thead>
<tr>
<th>Route</th>
<th>Hutto P&amp;R</th>
<th>Guadalupe &amp; 6th Street</th>
<th>Tech Ridge TC</th>
<th>Hutto P&amp;R</th>
</tr>
</thead>
<tbody>
<tr>
<td>Austin Express (Bus A)</td>
<td>6:00 a.m.</td>
<td>6:40 a.m.</td>
<td></td>
<td>7:10 a.m.</td>
</tr>
<tr>
<td>Tech Ridge (Bus B)</td>
<td>6:50 a.m.</td>
<td>7:20 a.m.</td>
<td>7:50 a.m.</td>
<td></td>
</tr>
<tr>
<td>Austin Express (Bus A)</td>
<td>7:20 a.m.</td>
<td>8:00 a.m.</td>
<td>8:35 a.m.</td>
<td></td>
</tr>
<tr>
<td>Austin Express (Bus B)</td>
<td>8:00 a.m.</td>
<td>8:40 a.m.</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Austin Express (Bus A)</td>
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<td>4:15 p.m.</td>
<td>5:00 p.m.</td>
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<tr>
<td>Austin Express (Bus B)</td>
<td></td>
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<td>6:00 p.m.</td>
<td></td>
</tr>
<tr>
<td>Austin Express (Bus A)</td>
<td>5:20 p.m.</td>
<td>6:00 p.m.</td>
<td>6:35 p.m.</td>
<td></td>
</tr>
<tr>
<td>Tech Ridge (Bus B)</td>
<td>6:10 p.m.</td>
<td>6:35 p.m.</td>
<td>7:05 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

Source: URS, 2015.

### Table 8: Phase 2 Highway 79 Conceptual Schedule

<table>
<thead>
<tr>
<th>Taylor Walmart</th>
<th>Round Rock CARTS</th>
<th>Taylor Walmart</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00 a.m.</td>
<td>7:45 a.m.</td>
<td>8:30 a.m.</td>
</tr>
<tr>
<td>8:45 a.m.</td>
<td>9:30 a.m.</td>
<td>10:15 a.m.</td>
</tr>
<tr>
<td>10:30 a.m.</td>
<td>11:15 a.m.</td>
<td>12:00 p.m.</td>
</tr>
<tr>
<td>12:15 p.m.</td>
<td>1:00 p.m.</td>
<td>1:45 p.m.</td>
</tr>
<tr>
<td>2:00 p.m.</td>
<td>2:45 p.m.</td>
<td>3:30 p.m.</td>
</tr>
<tr>
<td>3:15 p.m.</td>
<td>4:00 p.m.</td>
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<tr>
<td>5:00 p.m.</td>
<td>5:45 p.m.</td>
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</tr>
</tbody>
</table>

Source: URS, 2015.

**Revenue Hours**

Phase 1 weekday operations require approximately nine (9) daily revenue hours for the service. The two routes combined operate with a total of 4.5 daily revenue hours in the morning peak and 4.5 hours in the evening peak. This is a key metric of the bus system since in most cases the transit contractor will base the cost of operating the service on the total revenue hours. Phase 2 will operate 11 revenue hours
with one bus at 90 minute headways. A second may be needed over time as demand grows for the service.

**Revenue Miles**
The proposed Phase 1 service plan will require 282 total daily revenue miles. As shown in Table 9 the total includes 252 daily revenue miles for the Austin Express route and 30 miles for the Tech Ridge route. The Austin Express will operate nine one-way trips per day. Each trip will be approximately 28 miles however trip lengths will vary depending on the routing. The Tech Ridge route will operate two 15 mile one-way trips per day. Phase 2 will require 266 miles for the fixed route portion of the service. Additional revenue miles will be required for the demand response/flex service, however total hours will vary by trip and by day.

<table>
<thead>
<tr>
<th>Proposed Route Name (Corridor)</th>
<th>Weekday Revenue Hours</th>
<th>Weekday Revenue Miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase 1 Austin Express/Tech Ridge</td>
<td>9.0</td>
<td>282</td>
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<tr>
<td>Phase 2 Highway 79 Flex</td>
<td>11</td>
<td>266*</td>
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<td><strong>Total</strong></td>
<td><strong>20</strong></td>
<td><strong>548</strong></td>
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</table>

Source: URS, 2015.

**Intermodal Connectivity**
A key factor in the success of a transit system is intermodal connectivity. The ability of transit users to connect to local transit services via pedestrian and bicycle facilities and to use local transit to reach regional transit connections impacts the ridership of the system. A system that includes regional connections and safe pedestrian and bicycle access to its facilities will be more successful than a system that does not offer intermodal connectivity. This is consistent with the goals of the *Hutto 2040: A Comprehensive Plan*. Intermodal connectivity considerations will help transit riders get to the bus stop at the beginning of their trip and reach their final destination at the end of the trip (often referred to as first-mile and last-mile connections). Transit riders can also use their personal bicycles to begin and end their transit trips, as bike racks will be available on all Hutto buses.

The City of Hutto bus service will provide connections to CARTS at the CARTS Stations in Taylor and Round Rock and to Capital Metro at the Tech Ridge Transit Center and downtown Austin. Connections to future regional services implemented by Capital Metro (Project Connect) and Lone Star Rail District would also be provided by the proposed Highway 79 Flex route.

**Fare Policy**
Until the system is initiated and the city gains a full understanding of how the system will be utilized, the base fare should be set for a year with an adjustment planned for year 2. CMTA base fare is $1.25 for local service and $3.50 for commuter service and CARTS requires $2 for intra-county trips. Since the Hutto routes will include both commuter service and intra-county services it is recommended that Hutto use two different fares based on service type. The Austin Express falls within the commuter service route and should start with a $3.50 fare. The Tech Ridge Route and the Highway 79 Express have shorter trip lengths and should fall into the $2.00 fare category. It should be widely publicized by the city that fare structure will be re-examined for year 2 and potentially adjusted based on ridership and desired revenue recovery percentage (10%).

CARTS utilized a stored-value card system for fares on its system. If CARTS is selected to operate the service, that fare system is customer friendly and reduces cash handling. Most systems do offer a
reduced or half-fare for the elderly, disabled, and school-aged children. The city should consider adding this type of fare at the outset of service but this would negatively impact the revenue recovery rate. Other structural changes to the fare policy like adding weekly passes and other discounted fares should be reserved for a future fare analysis based on actual understanding of system utilization.

6.2.1 Capital Plan

The primary capital investments for the system will relate to the procurement of vehicles, additional stops, and a Park & Ride Facility planned in Hutto. The system may likely be contracted out to a turnkey operator, or if operated directly, maintenance services can be provided through a contractor. As such, support infrastructure like a maintenance facility will not be necessary to initiate service. To begin the service, an investment in bus stop signage and other amenities will be required and should be implemented in phases as the system matures. Phase 1 calls for an express service, so new signage will only be required at the Hutto Park & Ride. Existing signage at the Tech Ridge transit Center and up to ten locations in downtown Austin will need updates to reflect the new routes as well. For Phase 2, approximately 65 signs (bus stop every ¼ mile) with poles were assumed as well as 18 benches and two additional shelters. The City may want to approach CMTA or another transit system for the opportunity to purchase shelters since only a low volume will be needed.

A key factor in understanding the vehicle needs of the system will be the details of the contract with the service provider. These contracts can be structured in a number of ways depending on the full scope of services to be provided. The determination on whether the contractor provides vehicles for the service will dictate if or how many vehicles will be procured for the system. If vehicles are to be provided by the contractor, then the City can expect to pay a higher unit cost for the service contract.

The system will require a total of three vehicles (two in operation plus one spare) for Phase 1 service. An additional vehicle will be required for Phase 2. A total of four standard 31-foot CNG vehicles are recommended for full service implementation.

Table 10 outlines capital needs for the system. It should be noted the vehicle costs may be deferred or even eliminated depending the service contract implemented.

<table>
<thead>
<tr>
<th>Item</th>
<th>Unit Cost*</th>
<th>Number of Proposed Units</th>
<th>Total Cost</th>
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</thead>
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<tr>
<td>Flag Stop Signs/Poles</td>
<td>$250</td>
<td>65</td>
<td>$16,250</td>
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<tr>
<td>Bench</td>
<td>$800</td>
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<tr>
<td>Shelters</td>
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<td>Concrete Bench Pad</td>
<td>$2,500</td>
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<td>Concrete Shelter Pad</td>
<td>$2,900</td>
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<td>Hutto Park &amp; Ride</td>
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<td>Existing Stop Updates</td>
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<td>31-foot CNG Vehicle</td>
<td>$445,000</td>
<td>0-4</td>
<td>$0-$1,780,000</td>
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</table>

Source: URS, 2015.

* Bus stop amenity prices reflect average cost with installation for large transit agency and may vary based on purchasing through CMTA or other procurement.
6.2.2 Marketing Plan

A comprehensive marketing plan for the recommended system should be developed to assist in implementing the new system. This can be done through a partnership between the city and Capital Metro staff. A strong marketing plan is crucial for establishing the foundation for future marketing strategies once the implementation is completed.

Items to be addressed could include:

- Overall system image/brand
- Graphics/maps/schedules
- Community outreach
- Advertising
- Coordination techniques with other organizations

It is essential that a distinctive system logo, vehicle paint scheme, signage, and theme for the new services be developed to generate a unique and positive image for the transit program. A key recommendation is that the image (logo/graphics) created be unique to the service area and avoid the more conventional or institutional look often utilized by new transit systems.

Customer Service is closely linked with marketing as this function typically:

- Provides transit service information through various methods including internet, printed media and telephone
- Coordinates the sale of fare media
- Handles customer complaints, commendations, inquiries, requests, and suggestions
- Responsible for “Lost and Found”

6.2.3 Service Monitoring

Transit systems have recurrent needs and requirements to collect and report a wide range of information about operations and ridership. The continual compilation of data is essential for the effective planning and management of transit services. Without detailed operations information, the ability to effectively monitor and report system performance and subsequently revise services would be severely impacted. Resource limitations frequently limit comprehensive service monitoring programs. However, the information resulting from service monitoring is very important because fundamental transit functions such as scheduling, service planning, maintenance, finance, and marketing require this data for decision making and reporting.

Key considerations for establishing a service monitoring program include:

- Identification of the data categories to be collected
- Methods and sources to be used in data collection
- Procedures to be used to process and store the data
- Evaluating and reporting the data in a meaningful and ongoing format
- Determining where and ensuring required reports are properly transmitted

Program elements must be identified prior to the initiation of service as certain data must be recorded on a daily basis. The City of Hutto should work with Capital Metro to ensure the data is collected, evaluated, and reported in an accurate and timely manner. In addition to compilation of statistical data,
periodic field observations of system operations and contract monitoring must also be regularly undertaken.

**Implementation Plan**

The following section outlines the recommended phased approach of the TDP.

**Year 0 – FY 2017 – Contracting and System Start-up**
- Present Plan for adoption to Hutto City Council
- City of Hutto and Capital Metro finalize budget for service based on council priorities.
- Maintain existing CARTS service during Year 0.
- Set system start-up date.
- City of Hutto and Capital Metro enter into an agreement for service.
- Develop Capital Plan.
- Procure buses for service, if not included in Contractor service.
- Procure bus stop amenities – stops, benches and shelters.
- Proposed service is included in Capital Metro service change process.
- Initiate marketing campaign to promote new service.
- Begin meeting with Round Rock and Taylor to develop plan for Phase 2.

**Year 1 – FY 2018 - Implementation**
- Implement Phase 1 service.
- Develop method for collecting feedback from clients – customer comments should be documented by contractor for analysis by the City.
- Prepare Title VI review to ensure that the level and quality of fixed-route and demand response services are provided in a non-discriminatory manner. The City of Hutto and Capital Metro will need to provide equitable service that meets the requirements of the Title VI Civil Rights Act of 1964 (Title VI). Title VI ensures that no person shall be excluded from participation in, denied benefits of or be subjected to discrimination on the basis of race, color, or national origin under any program receiving federal financial assistance. This process may best be incorporated into the Capital Metro plan.
- Update and establish regular procedures for maintaining system goals, objectives and strategies. based on first six months of service.
- Finalize agreements with other cities for partnership to operate Phase 2.

**Year 2 – FY 2019**
- Conduct on-board counts and rider survey. Travel patterns and utilization by passengers should be established by then.
- Begin to plan for Phase 2 implementation including capital needs.
- Procure bus stop amenities – stops, benches and shelters.
- Proposed service is included in Capital Metro service change process.
- Initiate marketing campaign to promote new service.

**Year 3 – FY 2020**
- Implement Phase 2 service.

**6.3 Financial Plan**

A five-year financial plan was developed for the system based on the capital needs, operating plan, and an assumed start date at the beginning of FY 2017. This start date will allow the City adequate time to
negotiate a contract with a service provider, procure vehicles (if necessary) and assemble federal funds. The estimated level of FTA §5307 funding available through Cap Metro for operations in the City of Hutto is approximately $76,000 annually.

The overall cost of the system will be different depending on whether or not the vehicles are included in the service contract. If the City chooses to ask the service contractor to provide vehicles then a major capital outlay in FY 17 can be avoided, however, the City can expect to pay a higher unit cost for service. Table 11 illustrates the funding levels required for the system if the contractor provides the vehicles. Table 12 shows a financial plan based on the City providing vehicles.

As the tables illustrate, total operating costs for the system range from $172,125 in Year 1 to $425,513 in Year 5 if the city procures and supplies its own vehicles. If vehicles are provided through a contractor, operating costs range from $229,500 in Year 1 to $567,351 in Year 5. The addition of Phase 2 service in Year 3 increases operating costs by approximately 130% under both scenarios. It should be noted that Phase 2 costs are planned to be shared with the other cities along the corridor. Capital costs are approximately $1.8 Million lower if contracted vehicles are used. Key assumptions informing the financial plan are:

- The plan assumes 10% farebox recovery. The City should reserve a contingency to cover net operating cost, in case; the system utilization does not generate this percentage of fare revenue. It may take several years for the system to mature and a revised fare structure in order to generate a level of ridership necessary for that farebox recovery rate.
- All capital improvements required to implement a new service are assumed to occur the year before service operations.
- The plan assumes a 2.7% escalation rate for capital and operating expenditures.
- Operating revenue reflects the amount currently available through Capital Metro ($76,052) and was not assumed to increase in future years.
- The unit costs for capital improvements and operations are estimates and do not reflect negotiated prices. The operating and capital cost and subsequent local funding amounts are subject to change based on procurement decisions and the agreed service contract pricing.
## Table 11: Financial Plan Based on a Contractor Providing Vehicles

<table>
<thead>
<tr>
<th></th>
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<td>$497,192</td>
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<td>FY 16</td>
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<td>$ -</td>
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<td><strong>Total Expense</strong></td>
<td>$618,254</td>
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Source: URS, 2015.
Table 12: Financial Plan Based on the City of Hutto Providing Vehicles

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<td>Phase 2</td>
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<tr>
<td>Total</td>
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<td>2,295</td>
<td>5,100</td>
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Cost/Rev. Hr.:
- $75
- $77
- $79
- $81
- $83

Annual Operating Cost:
- $172,125
- $176,772
- $403,434
- $414,327
- $425,513

5307 Operating
- Fixed: $76,052
- 5307 Capital: $1,591,439
- Other Sources: $464,869
- Local Funding: $306,910

Total Revenue:
- $1,989,299
- $154,913
- $740,181
- $363,090
- $372,894
- $382,962

Expenses
- Phase 1 Vehicles: $1,335,000
- Phase 1 P&R: $600,000
- Phase 1 Stops: $2,000
- Phase 2 Vehicles: $445,000
- Phase 2 Stops: $91,450
- Capital Total: $1,989,299
- Operating Expense: $172,125
- Fare Recovery: $(17,213)
- Operating Total: $154,913
- Total Expense: $1,989,299

Source: URS, 2015.
Appendix A: Public Meeting #2 PowerPoint Presentation
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Hutto Transit Development Plan

Hutto City Council
November 19, 2015
What is a Transit Development Plan?

- Provides an assessment of transit opportunities and the associated requirements for providing public transit service to the City of Hutto.
- Identifies and designs transit alternatives that consider the varied needs of the area’s growing population and employment markets.
- Develop service and financial plans for future transit options
Why a Transit Plan Now?

- Hutto is one of the fastest growing communities in Central Texas – population has increased by 1500% since 2000
- Increased regional roadway congestion
- Opportunity to coordinate with other multi-modal plans including the Hutto 2040: A Comprehensive Plan, Project Connect North Corridor Plan, Lone Star Rail and the City’s Pedestrian Mobility Plan
- In 2010 the City became part of the Austin Urbanized Area allowing for partnering with Capital Metro to provide transit service
- Availability of federal funds
Transit Development Plans in the Region

- **Georgetown**: Complete, Implementation Planning in Process
- **Buda**: Completion: Fall 2015
- **Hutto**: Completion: Fall 2015
- **Pflugerville**: Start Date: November 2015
- **Round Rock**: 10 Year Master Plan
  Completion: Fall 2015
TDP Tasks

- Public Involvement and Outreach
- Existing Conditions
- Mission and Goals
- Evaluate Course of Action/Transit Needs Assessment
- Three-Year Implementation Plan
  - Service and operations plan
  - Financial plan
  - Phases of implementation
- Draft and Final Transit Development Plan
## Project Schedule

<table>
<thead>
<tr>
<th>Project Management</th>
<th>Month:</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>August</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
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<tr>
<td>1. Project Steering Committee</td>
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<td></td>
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<tr>
<td>2. Public Involvement</td>
<td>Stakeholder Interviews</td>
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<tr>
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<td>Intercept Surveys</td>
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<td>Public Meeting</td>
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<td>3. Performance and Situational Appraisal</td>
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<td>4. Mission and Goals</td>
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<td>5. Develop and Evaluate Alternative Courses of Action</td>
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<td>6. Three Year Implementation Plan</td>
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<td>7. Relationship to Other Plans</td>
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<tr>
<td>8. TDP Report and Executive Summary</td>
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- **Steering Committee Meetings/Calls**
- **Final Report**
- **Public Meeting**
- **Existing Conditions Report**
Existing Conditions

- Evaluation of Existing Conditions
  - Existing and future demographic analysis
  - Land use
  - Review of relevant Hutto planning documents
  - Analysis of multi-modal accommodations

- CARTS Service in Hutto

- Field Observations

- Public Outreach
  - Intercept surveys
  - Public meetings
  - Stakeholder Interviews
Existing Conditions
Existing Conditions
Existing Conditions

- Demographic data is from 2013 and does not fully capture the rapid growth in Hutto.
- The data provides a basic understanding of where potential transit captive populations are.

Source: U.S. Census Bureau, ACS 2013, City of Hutto
Existing Conditions – CARTS Bus Service

• Operates Silver Line on Highway 79 from Temple College in Taylor to Round Rock CARTS Station with a stop in downtown Hutto

• Provides five daily weekday trips in each direction

• Connections to CARTS Red Route in Round Rock with service to Austin and Georgetown
## Public Outreach

<table>
<thead>
<tr>
<th>Event/Interview</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Website/Facebook and Online Survey (over 60 responses)</td>
<td>May to October</td>
</tr>
<tr>
<td>Hutto Co-op Market Nights</td>
<td>July 30</td>
</tr>
<tr>
<td>Public Meeting at EWCHEC</td>
<td>August 13</td>
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<tr>
<td>Gin Grand Opening</td>
<td>August 29</td>
</tr>
<tr>
<td>Spanish Language Focus Group</td>
<td>August 29</td>
</tr>
<tr>
<td>Hutto Food Pantry Stakeholder Meeting</td>
<td>September 9</td>
</tr>
<tr>
<td>HISD Stakeholder Meeting</td>
<td>September 9</td>
</tr>
<tr>
<td>Hutto Chamber of Commerce Stakeholder Meeting</td>
<td>September 10</td>
</tr>
<tr>
<td>Bike Hutto</td>
<td>September 16</td>
</tr>
<tr>
<td>Community Impact Article</td>
<td>September 30</td>
</tr>
<tr>
<td>EWCHEC Stakeholder Meeting</td>
<td>October 1</td>
</tr>
<tr>
<td>Hutto Community University Stakeholder Meeting</td>
<td>October 1</td>
</tr>
<tr>
<td>Olde Tyme Days</td>
<td>October 17</td>
</tr>
<tr>
<td>Public Meeting at City Hall</td>
<td>October 21</td>
</tr>
</tbody>
</table>
What we hear from the public?

• Bus service to activity centers/shopping in surrounding cities including HEB, Walmart, Stone Hill Town Center and social services

• High capacity transit service to Austin from Park & Ride in Hutto

• Connections to Round Rock, Pflugerville, and Taylor

• Provide service to medical offices and social service agencies

• Service for transit dependent populations and commuters
Residence county to workplace county commuting flows from 5-yr American Community Survey 2009-2013:

- Williamson: 108,487 people
- Travis: 94,930 people
- Bell County: 3,310 people
Proposed Service Plan Goals

• Provide lifeline service to shopping, jobs, medical appointments, and social services
• Provide commuter service to UT and downtown Austin
• Create a cost effective, useful and user-friendly transit plan
• Develop partnerships with neighboring communities and local organizations/companies
• Establish a solid foundation for transit to build on over time
• Connect to future regional services – Project Connect and Lone Star Rail
Phase 1 – Austin Express

• Utilize planned Park & Ride facility on Hwy 79 near SH 130
• Three AM and PM peak trips to downtown Austin
• Two trips per day to Capital Metro’s Tech Ridge Transit Center
• Connect to Cap Metro system including MetroRail and MetroRapid in downtown
• Connect to seven Cap Metro routes at Tech Ridge
• Opportunities for reverse commute to Hutto for education, services and jobs
Phase 2 – Hwy 79 Flex

- Deviated Fixed-Route service
- Designated stops with ability for demand response ¾ mile from route
- Opportunity to develop transit partnerships with neighboring communities
- Provides connections to shopping, work and medical
Phase 2 – Hwy 79 Flex
Operations and Financial Planning

• Operations
  – Define type of service and vehicles
  – Establish frequency of service
  – Identify service hours and days (weekdays and weekends)
  – Identify number of routes and buses

• Capital Plan
  – Park & Ride facility
  – Bus stops and amenities
  – Bike treatments including bikeshare program

• Financial Plan
  – Cost per hour/mile to operate service
  – Capital cost to implement service
  – Direct operations or contracted service
  – Fares – local and commuter services

• Other important steps include bus procurement, marketing and branding service
Operations and Capital Costs

• Phase 1 projected 9 revenue hours on weekdays only (2,295 annual revenue hours)

• Transit Operator Contractor - costs per hour ranges from $75 - $100 per hour

• Cost to purchase a vehicle
  – FTA provides 80% match for buses
  – Smaller cutaway buses - $200,000
  – Standard 35 foot bus - $500,000

• Phase 1 requires a minimum of three buses
## Operations Costs

<table>
<thead>
<tr>
<th></th>
<th>Phase 1 - Express Bus</th>
<th>Phase 2 – Hwy 79 Flex</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Service Overview</strong></td>
<td>3 AM and 3 PM peak trips to downtown Austin, 2 trips per day to Tech Ridge TC (weekdays only)</td>
<td>Taylor, Hutto, Round Rock (weekdays only) Flex ¼ mile from Hwy 79 Need partnership with Taylor and Round Rock</td>
</tr>
<tr>
<td><strong>Service Hours</strong></td>
<td>6:00am – 8:30am 4:30pm – 7:00pm</td>
<td>7:00am – 6:00pm (Every 90 - 100 mins)</td>
</tr>
<tr>
<td><strong>Number of Buses</strong></td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total Daily Revenue Hrs</strong></td>
<td>9</td>
<td>11</td>
</tr>
<tr>
<td><strong>Cost per Revenue Hr (estimated)</strong></td>
<td>$85</td>
<td>$85</td>
</tr>
<tr>
<td><strong>Operating Costs per Day</strong></td>
<td>$765</td>
<td>$935</td>
</tr>
<tr>
<td><strong>Annual Operating Costs</strong></td>
<td>$195,075</td>
<td>$238,425 (Taylor and RR)</td>
</tr>
<tr>
<td><strong>FTA 5307 Share for Hutto</strong></td>
<td>$76,052</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Total Annual Share for Hutto</strong></td>
<td>$119,023</td>
<td>N/A</td>
</tr>
</tbody>
</table>
Capital Improvements
• Capital Metro Fares
  – Local bus = $1.25 Single Ride, $41.25 Monthly
  – Commuter bus = $3.50 Single Ride, $96.25 Monthly

* Dallas is a two-hour fare
Benefits of Transit

- Provides transportation options for residents
- Cost savings for commuters compared to auto (tolls, gas, maintenance)
- Quality of life
- Amenity to attract new residents and employers to Hutto
- Economic development opportunities near bus station
- Begin to promote alternative modes
  - Transit, bike, walking
Next Steps

• Finalize service/operations, financial and implementation plans for transit service over three-year planning horizon

• Submit Draft and Final Transit Development Plan to City/Capital Metro
Hutto Transit Development Plan

Questions?
Appendix B: Intercept Survey Instrument
**Hutto Transit Plan – Survey on Transit Needs**

Capital Metro wants to get your ideas about public transit service in the region. Please share your opinions with us. We truly appreciate your time and input.

1. **Gender:** M F
2. **Home Zip Code:**
3. **Work/School Zip Code:**
4. **Ethnicity:** 
   - Caucasian
   - Hispanic
   - African-American
   - Asian-American
   - Other, please specify ________
5. **Age:** 
   - (under16)
   - (17-28)
   - (29-40)
   - (41-52)
   - (53-64)
   - (65+)

6. If available and convenient, would you use public transportation for the following types of trips? (Please check all that apply)
   - **Work** – Never Once or twice a month a few times a week daily More
   - **School** – Never Once or twice a month 1-3 times a week 4-7 times a week More
   - **Entertainment/Recreation** – Never Once or twice a month 1-3 times a week 4-7 times a week More
   - **Shop/Run Errands** – Never Once or twice a month 1-3 times a week 4-7 times a week More
   - **Social Services** – Never Once or twice a month 1-3 times a week 4-7 times a week More
   - **Medical appointments** – Never Once or twice a month 1-3 times a week 4-7 times a week More
   - **Other/How often?** ______

7. Which types of transportation do you currently use and how often? (Please check all that apply)
   - **Automobile** – Never Once or twice a month 1-3 times a week 4-7 times a week More
   - **Bicycle** – Never Once or twice a month 1-3 times a week 4-7 times a week More
   - **Walk** – Never Once or twice a month 1-3 times a week 4-7 times a week More
   - **CARTS** – Once or twice a month 1-3 times a week 4-7 times a week More
   - **Capital Metro** – Once or twice a month 1-3 times a week 4-7 times a week More
   - **Other/How Often?** ______

8. What would make you more likely to use public transportation? (Please select your top 3 reasons)
   - If it were convenient to where I live and where I’m going
   - If I felt more safe/secure when using public transit
   - If it took less time to get where I am going
   - To reduce my transportation costs
   - Other__________________________________________

9. What destinations do you think public transit should serve? (Specific places in Hutto, Round Rock, Pflugerville, Austin, etc.)
   __________________________________________________
   __________________________________________________

Email completed survey to: michelle.meaux@capmetro.org or
Mail completed survey to: Michelle Meaux, Capital Metro, 2910 E. 5th St, Austin, TX 78702
Appendix C: Stakeholder Comments
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Hutto Stakeholder Notes

Baked and Sconed, Owner and Chef – Tiffany Anders – September 9, 2015

- RR Track is barrier that separates the city between north and south.
- Difficult to bike or walk across the track
- Need better bike and ped treatments across the city
- Hwy 79 cuts the city in half
- Need other types of new development instead of car parts stores
- Commuter city – most people are working in other cities

Hutto Food Pantry, Pastor Marcus Bigott and Lynda Herrin, Representatives – September 9, 2015

- Saturday mornings is when the pantry has food available
- A lot of single car household families participate
- It is difficult to get around town without a car
- Some people rely on friends and family to drive them to the food pantry
- 76 families are served, 350 people
- 3500 lbs of food every Saturday
- Canned meats, veggies, breads, pizzas, starbucks breakfasts
- No grocery store in town to get donations from
- Affiliated with Capital Area Food Bank
- Try to focus more on fresh produce
- Territory is based on HISD zone
- Mobile pantries in surrounding communities
- Need a bus to Taylor to food banks
- Looking to do a mobile pantry in Hutto, need a large parking lot
- People may need to get to Fresh Food for Families in Georgetown
- Areas of need – Limmer Loop, East of 130, and south of City Hall
- Carl Stern Street could be fixed route
- Metcalf Street – multigenerational families
- Drive a Senior may be coming to the city
- Need more business growth

HISD – Dennis Bigbee, Director of Transportation – September 9, 2014

- No grocery store in town
- Little multifamily in Hutto, mostly in Pflugerville and Round Rock
- Sidewalks are limited and key to access in city and walking to school
- Without sidewalks there are no safe routes to school
- Older city and some newer subdivisions no sidewalks
- If you live within two miles, you don’t have to provide bus service
- No jobs in Hutto – kids have to leave Hutto after they graduate
- Fast growing community
- Plans for two more elementary schools and one middle school
- Limited transportation today for extra curricular activities
- Hutto overall is more middle income, not as much lower income in city limits
- Marvin Cove and Iola is rent control
- Traffic is heavy at some schools during drop and pick up

**Hutto Chamber of Commerce, John Darby, CEO – September 10, 2015**

- Represents the voice of businesses and city hall
- Looking at workforce development and retention
- It is important to connect to Pflugerville and Austin
- If a big company comes to Hutto what do they do about transportation?
- 300 members at the Chamber
- Need walkability and access over the RR tracks
- 29 trains per day
- Need to grade separate the tracks
- Transit to Austin is key
- Start commute route in Taylor and stop in Hutto and go to Austin
- Transit to college and larger employer

**Bike Hutto, Director, Jessica Romigh – September 16, 2015**

- Need another underpass under rail and 79 – currently there is only one that connects Fritz and Cottonwood park. Need another one near Coop Gin. Needs to be closer to services at City Hall, Downtown and shopping centers.
- Difficult to travel north south, have to bike out of direction
- Crossing at 1660 is very dangerous
- More population on the southside
- Hwy 685 is supposed to have bike lanes when finished
- Trail to Nadine School and Brushy Creek needs to be paved – part of CIP in 2017
- Safe Routes to School not in Texas
- Council is more supportive of peds than bikes
- Need to get out ahead of all the growth and build infrastructure now
- Need to attract more tourists to Hutto
- Park and Ride lot – have bike facilities and a bike share - on southside because more population, high school, senior apartments
- Bike Share at P&R, College, downtown, City Hall
- Buses need to have bike racks
- Bike locker at P&R
- Connectivity to trails – Carmel Creek will have 23 acres and Brushy Creek to connect to Round Rock
- Hutto needs to plan for all modes
Dr. Robbin Ray, Director, East Williamson County Higher Education Center – October 1, 2015

- College is comprised of Temple College, Texas A&M Central Texas, and Texas State Technical College
- Campuses in Taylor and Temple and Killeen for A&M
- 40% of students are from Hutto
- 750 students
- Travel patterns from Hutto and Taylor
- No housing in the area, so folks can’t walk to campus
- Students have a car or carpool
- Round Rock pays into the ACC taxing district
- Pflugerville not part of ACC district
- The property site in Hutto is planned for 13 buildings – current building is on the north side of site

Hutto University, Kari Cox – October 1, 2015

- Local business owner and lives in Hutto Park
- HOA member of Hutto Park
- Family has a garage door business
- Student at Hutto University
- Meets monthly with City Manager and others at City Hall
- Lone Star Rail – want it to go through downtown and have a station
- It is a car community and people depend on cars
- Tolls add up for hutto residents
- Need rail to downtown Austin, tolls and parking are costly
- Not a lot of multifamily in Hutto

Lyle Nelson, Chief of Staff, CARTS – October 16, 2015

- CARTS currently operates the Silver Line four trips per day in each direction from Temple College in Taylor to the CARTS Station in Round Rock. The route has a stop in downtown Hutto.
- Need to maintain service along the Hwy 79 corridor. Adding a demand response service along the corridor would continue to serve existing riders.
- The Round Rock station may move west in the future. It is currently just east of I-35.
- The service is corridor based and does not go directly to downtown Austin but provides connections at the Round Rock Station.