



**CITY OF HUTTO, TEXAS
REGULAR CITY COUNCIL MEETING
THURSDAY, DECEMBER 20, 2018 AT 7:00 PM
CITY HALL - CITY COUNCIL CHAMBERS
401 WEST FRONT STREET**

CITY COUNCIL

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

AMENDED AGENDA

1. **CALL SESSION TO ORDER**

2. **ROLL CALL**

3. **INVOCATION**

4. **PLEDGE OF ALLEGIANCE**

5. **CITY COUNCIL COMMENTS**

5A. General Comments from City Council

6. **PUBLIC COMMENT**

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

6A. Remarks from visitors. *(Three-minute time limit)*

7. **CITY MANAGER COMMENTS:**

7A. Presentation of the City Financials for the Month of November as required by the fiscal and budgetary policy. (Edena Atmore)

8. **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.

- 8A. Consideration and possible action approving the minutes of the November 29, 2018 Joint Meeting of the City Council and Hutto ISD Board of Trustees, the December 6, 2018 Regular City Council Meeting and December 13, 2018 Special Called City Council Meeting. (Lisa Brown)
- 8B. Consideration and possible action on a resolution authorizing the City Manager to engage Valley View Consulting L.L.C. for investment advisory services related to the City of Hutto. (Michel Sorrell)
- 8C. Consideration and possible action on a resolution authorizing the City Manager to execute the purchase of a Reclaimer/Stabilizer from Asphalt Zipper. (Matt Rector)
- 8D. Consideration and possible action on a resolution authorizing the City Manager to execute a contract with Liberty Civil Construction, LLC for the FM 1660 Utility Relocation. (Matt Rector)
- 8E. Consideration and possible action on a resolution authorizing the City Manager to execute an engineering contract for the analysis, report preparation, and coordination with Texas Commission on Environmental Quality (TCEQ) for the expansion of permits at both the central and south waste water treatment plants as necessary and the analysis of the city water system. (Matt Rector)
- 8F. Consideration and possible action on a resolution declaring support and pledge to participate in the It's Time Texas Community Challenge. (Eliska Padilla)
- 8G. Consideration and possible action on a resolution expressing official intent to reimburse expenses related to the acquisition of land for the purposes of park and recreational uses and related support services/uses. (Michel Sorrell)
- 8H. Consideration and possible action on a resolution authorizing the City Manager to enter into the First Amendment to the Purchase and Sale Agreement concerning the Purchase Real Estate Contract between the City of Hutto, Texas and the Hutto 79 LLC, for the acquisition of approximately 71.712 acres of land on Highway 79. (Helen Ramirez)
- 8I. Consideration and possible action on a resolution authorizing the City Manager to approve changes in the Co-Op financing agreements. (City Attorney)

REGULAR AGENDA ITEMS

9. ORDINANCES:

- 9A. Consideration of a public hearing and possible action on the first reading of an ordinance approving a specific use permit for the property located at 151 West Austin Avenue, 0.56 acres, more or less, of land, Lot 1 of the Austin Avenue Commercial Subdivision, allowing a warehouse and distribution facility in the SD-A zoning district. (Ashley Lumpkin)
- 9B. Consideration of a public hearing and possible action on the first reading of an ordinance amending the Code of Ordinances (2014 Edition), Chapter 16, Article 16.02 Unified Development Code (UDC) Chapter 10 Section 10.406.7: Industrial Building Design and Section 10.407.5: Required Landscaping. (Ashley Lumpkin)
- 9C. Consideration and possible action on the reading of an ordinance amending the Code of Ordinances, Chapter 22, Article 22.03 Operation of Vehicles, Section 22.03.034 School Zones and Article 22.07 Traffic Schedules, Section 22.07.002 School Zones. (Matt Rector)
- 9D. Consideration and possible action on adopting a Flood Damage Prevention Ordinance. (Matt Rector)

10. **OTHER BUSINESS:**

- 10A. Consideration of and possible appointments to City Boards and Commissions, including the Economic Development Corporations. (Lisa Brown)

11. **EXECUTIVE SESSION:**

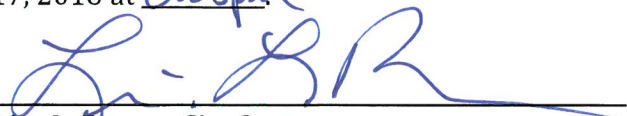
The City Council for the City of Hutto reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by the Texas Government Code Sections 551.071 [Litigation/Consultation with Attorney], 551.072 [Deliberations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

- 11A. Executive Session, as authorized by Texas Government Code Section 551.071, Litigation/Consultation with Attorney, regarding Manville water contract and the Austin Radio Network.

12. **ADJOURNMENT**

CERTIFICATION

I certify that this notice of the December 20, 2018 Hutto City Council meeting was posted on the City Hall bulletin board of the City of Hutto on December 17, 2018 at 6:05pm



Lisa L. Brown, 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 lisa.brown@huttotx.gov for assistance.

**CITY OF HUTTO
CITY COUNCIL AGENDA**

AGENDA ITEM NO.: 7A. **AGENDA DATE:** December 20, 2018

PRESENTED BY: Edena Atmore, Assistant City Manager

ITEM:
Presentation of the City Financials for the Month of November as required by the fiscal and budgetary policy. (Edena Atmore)

STRATEGIC GUIDE POLICY: Fiscal Responsibility

ITEM BACKGROUND:

Financials for the month of November, 2018 consisting of the Balance Sheets, Income Statements, and Fund Balances. The purpose is to inform the Council and public of the City's fiscal stewardship.

BUDGETARY AND FINANCIAL SUMMARY:

Overall activity is in line with expectations.

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.

**CITY OF HUTTO
CITY COUNCIL AGENDA**

AGENDA ITEM NO.: 8A. **AGENDA DATE:** December 20, 2018

PRESENTED BY: Lisa Brown, City Secretary

ITEM:

Consideration and possible action approving the minutes of the November 29, 2018 Joint Meeting of the City Council and Hutto ISD Board of Trustees, the December 6, 2018 Regular City Council Meeting and December 13, 2018 Special Called City Council Meeting.
(Lisa Brown)

STRATEGIC GUIDE POLICY: Quality of Life & Services

ITEM BACKGROUND:

Meeting minutes have been prepared and are presented for Council approval of the November 29, 2018 Joint Meeting of the City Council and the Hutto ISD Board of Trustees, the December 6, 2018 Regular City Council Meeting and the December 13, 2018 Special Called City Council Meeting.

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.

SUPPORTING MATERIAL:

1. [December 13, 2018](#)
2. [December 6, 2018 Minutes](#)
3. [November 29, 2018 Minutes](#)



**CITY COUNCIL
SPECIAL CALLED MEETING MINUTES
DECEMBER 13, 2018**

The Hutto City Council met in a regular session on Thursday, December 13, 2018, in the Hutto City Council Chamber, 401 W. Front Street, Hutto, TX 78634.

CALL SESSION TO ORDER

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

ROLL CALL

Members of the City Council present were Mayor Doug Gaul, Mayor Pro-tem Tom Hines, Councilmember Scott Rose, Councilmember Nathan Killough, Councilmember Tim Jordan, Councilmember Patti Turner and Councilmember Terri Grimm.

Members of staff that were present were Odis Jones, City Manager; Edena Atmore, Assistant City Manager; Byron Frankland, Chief of Police; Paul Hall, Assistant Chief of Police; Eliska Padilla, Executive Director of Communications; and Lisa Brown, City Secretary.

PLEDGE OF ALLEGIANCE

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

CITY COUNCIL COMMENTS

There were no comments from Council.

PUBLIC COMMENT

Steven Harris 1106 Canoe Cove – believes Council is making smart changes for the City of Hutto. The re-branding of the EDC to the Hutto Community Development Corporation better communicates the priorities that have been outlined. He also agrees with limiting board membership to residents of the City and ETJ.

REGULAR AGENDA ITEMS

- 6A. **Consideration and possible action on a resolution to Restructure the Organization and Amend the Bylaws of the Hutto Economic Development Corporation Type B, and set new priorities**

Odis Jones, City Manager, reviewed the proposed changes to the Economic Development Corporation Bylaws to include the following: 1) change the operating address to the new City Hall; 2) change the boundary of eligibility from the county to the ETJ; 3) allow the EDC to have its own staff; and 4) lay out the direction of the board and rebranding as the Hutto Community Development Corporation.

Councilmember Patti Turner wanted to know why the Council would not be involved in the matters described in Section 5.8 – Councilmember Tim Jordan remarked because the Board will be doing the hiring.

Councilmembers Grimm, Rose and Killough expressed concern with limiting appointees to the Board to citizens of the City proper and the ETJ since there is already a lack of qualified applicants.

Councilmember Tim Jordan remarked that the Board will be focused on Hutto specific programs/development and does not know why anyone who lives in one of the surrounding towns would want to be on our Board.

Councilmember Killough remarked that we may have small business owners in town that don't live here but may be willing to serve on our Board.

Mayor Pro-tem Hines believes the Board should be left as is for now and give it some time to get moving in the right direction before making any further changes.

Motion: Councilmember Patti Turner made a motion to accept the resolution to restructure the organization and amend the bylaws of the Hutto Economic Development Corporation, Type B as written subject to the redaction in Section 2.1 and spelling correction in Section 3.2

Vote: Ayes Mayor Doug Gaul
 Mayor Pro-tem Tom Hines
 Councilmember Scott Rose
 Council Member Nate Killough
 Councilmember Tim Jordan
 Councilmember Patti Turner
 Councilmember Terri Grimm

Action: The motion passed 7 ayes, and 0 nays.

6B. Consideration and possible action concerning appointment, removal, and acceptance of resignations of Economic Development Corporation Type A and Type B Board members.

Motion: Councilmember Nate Killough made a motion to accept the resignations of Tim Jordan and Scott Feller as members of the EDC Type A & B Boards. Mayor Pro-tem Hines seconded the motion.

Vote: Ayes Mayor Doug Gaul
 Mayor Pro-tem Tom Hines
 Council Member Nate Killough
 Councilmember Tim Jordan
 Councilmember Patti Turner
 Councilmember Terri Grimm
 Nay Councilmember Scott Rose

Action: The motion passed 6 ayes, and 1 nays

Motion: Councilmember Tim Jordan made a motion regarding his seat appointment to remove Jason Wirth as a member of the EDC Type A & B Boards. Councilmember Nate Killough seconded the motion.

**Comment by Councilmember Jordan – Based on a conversation that he had with Jason Wirth regarding the direction we want to go-- it does not align with the direction he (Wirth) feels the Board should go.*

Vote: Ayes Mayor Doug Gaul
 Mayor Pro-tem Tom Hines
 Councilmember Scott Rose
 Council Member Nate Killough
 Councilmember Tim Jordan
 Councilmember Terri Grimm
 Nay Councilmember Patti Turner

Action: The motion passed 6 ayes, and 1 nay

Motion: Councilmember Tim Jordan made a motion to appoint Scott Rose as a member of the EDC Type A & B Boards. Councilmember Nate Killough seconded the motion.

Vote: Ayes Mayor Doug Gaul
 Mayor Pro-tem Tom Hines
 Councilmember Scott Rose
 Council Member Nate Killough
 Councilmember Tim Jordan
 Councilmember Patti Turner
 Nay Councilmember Terri Grimm

Action: The motion passed 6 ayes, and 1 nay

Motion: Mayor Pro-tem Tom Hines made a motion to appoint Doug Gaul as a member of the EDC Type A & B Boards. Councilmember Nate Killough seconded the motion.

Vote: Ayes Mayor Doug Gaul
 Mayor Pro-tem Tom Hines
 Councilmember Scott Rose
 Council Member Nate Killough
 Councilmember Tim Jordan
 Nays Councilmember Terri Grimm
 Councilmember Patti Turner

Action: The motion passed 5 ayes, and 2 nay

6C Consideration and possible action on a resolution authorizing the City Manager to utilize Texas Water Development Board (TWDB) remaining unused funds (RUF) toward the design and construction of an expansion to the Central Waste Water Treatment Plant and authorizing the City Manager to execute a contract with an engineering firm for the design of the expansion of the Central Waste Water Treatment Plant.

Motion: Councilmember Grimm made a motion to table the item until the next meeting.
 Mayor Pro-tem Hines seconded the motion.

Vote: Ayes Mayor Doug Gaul
 Mayor Pro-tem Tom Hines
 Councilmember Scott Rose
 Council Member Nate Killough
 Councilmember Tim Jordan
 Councilmember Patti Turner
 Councilmember Terri Grimm

Action: The motion passed 7 ayes, and 0 nays

EXECUTIVE SESSION

12A. Executive Session, as authorized by Texas Government Code, Section 551.071, Consultation with Attorney, regarding Waste Transfer Station license application.

Council recessed to Executive Session at 7:39 p.m. and reconvened at 7:58 p.m.

No action was taken in Executive Session.

ADJOURNMENT

There being no further business to be heard, the meeting was adjourned at 7:58 p.m.

CITY OF HUTTO

Doug Gaul, Mayor

ATTESTED:

Lisa L. Brown, City Secretary



**CITY COUNCIL
MEETING MINUTES
DECEMBER 6, 2018**

The Hutto City Council met in a regular session on Thursday, December 6, 2018, in the Hutto City Council Chamber, 401 W. Front Street, Hutto, TX 78634.

CALL SESSION TO ORDER

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

ROLL CALL

Members of the City Council present were Mayor Doug Gaul, Mayor Pro-tem Tom Hines, Councilmember Scott Rose, Councilmember Nathan Killough, Councilmember Tim Jordan, Councilmember Patti Turner and Councilmember Terri Grimm.

Members of staff that were present were Odis Jones, City Manager; Helen Ramirez, Assistant City Manager; Edena Atmore, Assistant City Manager; Byron Frankland, Chief of Police; Eliska Padilla, Executive Director of Communications and Marketing; Reena O'Brien, Director of Marketing; Ashley Lumpkin, Executive Director Business Development, Ashby Grundman, Director of City Planning; Jessica Bullock, Director of Economic Development; Sharon Parker, Assistant Events Manager; Kristi Robich, Downtown Tourism & Events Manager; and Lisa Brown, City Secretary.

INVOCATION

The invocation was given by Pastor Steve Cochran of Crosswalk Church.

PLEDGE OF ALLEGIANCE

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

CITY COUNCIL COMMENTS

There were no comments from Council.

PUBLIC COMMENT

There was no public comment.

CITY MANAGER COMMENTS

- 7A. Presentation of Certificate of Appreciation to the Economic Development Department for their dedication and commitment to serving the small businesses of Hutto during the Shop Small Saturday on November 24, 2018.

Odis Jones, City Manager, presented a certification of appreciation to the Economic Development Department in appreciation of all their hard work and dedication to making Small Business Saturday such an overwhelming success.

Councilmember Nate Killough stated that Small Business Saturday was the busiest Saturday he has had in a while at his shop.

Jessica Bullock remarked that the event brought people in from the neighboring towns of Georgetown, Round Rock and Pflugerville. Sales in the Downtown area increased or doubled on Saturday.

CONSENT AGENDA

- 8A. Consideration and possible action approving the minutes of the November 15, 2018 Regular City Council Meeting and the November 20, 2018 Special Called City Council Meeting.
- 8B. Consideration and possible action on a resolution approving the proposed Brooklands Section Three Final Plat, 38.6976 acres, more or less, of land, 156 residential lots, located on CR 137.
- 8C. Consideration and possible action on a resolution authorizing the City Manager to execute a contract with Century Link for internet service to new City Hall
- 8D. Consideration and possible action on a resolution authorizing the City Manager to execute a contract with Hlavinka Construction Company for the construction of the Public Works Pole Barn.
- 8E. Consideration and possible action on a resolution authorizing the City Manager to spend additional funds on the Facade Improvement Grant Program.

Motion: Mayor Pro-tem Tom Hines made a motion to accept and approve all items from the Consent Agenda. Councilmember Killough seconded the motion.

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

Council Member Nate Killough
Councilmember Tim Jordan
Councilmember Patti Turner
Councilmember Terri Grimm

Action: The motion passed 7 ayes, and 0 nays

Motion: Councilmember Terri Grimm made a motion to move Item 13A to before Item 9A.
Mayor Pro-tem Hines seconded the motion.

Vote: Ayes Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Council Member Nate Killough
Councilmember Tim Jordan
Councilmember Patti Turner
Councilmember Terri Grimm

Action: The motion passed 7 ayes, and 0 nays

Council recessed to Executive Session at 7:06 p.m.

13A. Executive Session, as authorized by Texas Government Code, Section 551.087, Economic Development negotiations related to Project Expansion, Project Redevelopment and The Landing.

Council reconvened at 8:06 p.m. No action was taken in Executive Session.

REGULAR AGENDA ITEMS

ORDINANCES

- 9A. Consideration of and possible action on the second reading of an ordinance of the City Council of the City of Hutto, Texas accepting and approving a service and assessment plan and assessment roll for Hutto Co-Op Public Improvement District; making a finding of special benefit to the property in the master improvement area of the district; levying special assessments against property within the district and establishing a lien on such property; providing for the method of assessment and the payment of the special assessments in accordance with Chapter 372, Texas Local Government Code, as amended, providing penalties and interest on delinquent assessments, providing for severability, and providing an effective date.

Bill Bingham, City Attorney introduced the second reading of an ordinance that is part of the financing mechanism for the infrastructure at the Co-Op. The ordinance has some updates from the last time it was read.

Odis Jones remarked this ordinance has been a long time coming and is a deal in the best interest of the City.

Bill, the second amendment of the Development Agreement reflects some of the items that will be completed at the developer's cost. Due to weather delays the completion date of City Hall is being moved to February 18, 2019.

Rick Rosenberg stated he prepared the Service Assessment Plan in accordance with PID statutes to levy the assessments.

Motion: Councilmember Killough made a motion to accept the second reading of the ordinance. Mayor Pro-tem Hines seconded the motion.

Vote: Ayes Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Council Member Nate Killough
Councilmember Tim Jordan
Councilmember Patti Turner
Councilmember Terri Grimm

Action: The motion passed 7 ayes, and 0 nays

- 9B. Consideration of and possible action on the second reading of an ordinance relating to development of the Co-Op District in the City of Hutto, Texas including dedicating a portion of ad valorem taxes collected on property located within Reinvestment Zone No. 1, City of Hutto, Texas; approving a loan agreement in connection with financing of projects within the Reinvestment Zone No. 1; authorizing the City Manager to enter into a Public Improvement District administrative services agreement for Reinvestment Zone No. 1; approving the City of Hutto Economic Development Corporation Type B dedication of a portion of sales tax collected by the corporation to the Reinvestment Zone No. 1; approving a financing plan for the tax increment Reinvestment Zone No. 1 for the Co-Op District; and authorizing the City Manager to enter into certain agreements relating to the Reinvestment Zone No. 1 and to approve amendments to those agreements.

Bill Bingham, City Attorney introduced the second reading of an ordinance relating to the development of the Co-Op District. Updated with dates and numbers and provides the financing for the infrastructure.

Motion: Councilmember Killough made a motion to accept the second reading of the ordinance. Councilmember Rose seconded the motion.

Vote: Ayes Mayor Doug Gaul
 Mayor Pro-tem Tom Hines
 Councilmember Scott Rose
 Council Member Nate Killough
 Councilmember Tim Jordan
 Councilmember Patti Turner
 Councilmember Terri Grimm

Action: The motion passed 7 ayes, and 0 nays

RESOLUTIONS

- 10A. Consideration and possible action on a resolution regarding River Creek Development Corporation interlocal agreement, construction contract, consent letter with the Public Finance Authority and loan agreement.

Bill Bingham advised the Council the River Creek Development Corporation met and approved several documents related to the financing of the Co-Op including the interlocal agreement, construction contract, consent letter with the Public Finance Authority and loan agreement. These items are now before the Council to approve their actions.

Motion: Councilmember Killough made a motion to approve the resolution. Councilmember Jordan seconded the amendment.

Vote: Ayes Mayor Doug Gaul
 Mayor Pro-tem Tom Hines
 Councilmember Scott Rose
 Councilmember Nate Killough
 Councilmember Tim Jordan
 Councilmember Patti Turner
 Councilmember Terri Grimm

Action: The motion passed 7 ayes, and 0 nays.

- 10B. A resolution authorizing the City Manager to enter into an Interlocal Agreement between the City of Hutto and Hutto Independent School District for the operation of the public, educational, and governmental “PEG” access channel pursuant to Chapter 66 of the Texas Utilities Code.

Eliska Padilla, Executive Director of Communications, presented the interlocal agreement with the Hutto ISD for the PEG channel. In 2013 HISD and the City entered and ILA to share the PEG channel to install fiber optics.

Mayor Pro-tem Hines – will this make any difference with how the Council meetings are broadcast? - Yes – we have been able to upgrade the sound system and Swagit system at the new City Hall. We will be able to have a 24-hour channel.

Councilmember Rose wanted to know if there was any data on how many people watch the channel – it is not large, but it gives the City to produce more videos that are informative about the City.

The PEG channel can be found at Channel 10.

PEG money can only be used toward the purchase of equipment.

Councilmember Grimm wanted to know if we can program game shows.

Councilmember Killough wanted to know if it can be used for advertising – No.

HISD has a studio that the City shares to produce materials.

Over the years there has been a lot of knowledge lost so there has been an effort make sure everyone is trained.

Motion: Mayor Pro-tem Hines made a motion to authorize the City Manager to enter into the ILA. Councilmember Turner seconded the motion.

Vote: Ayes Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Council Member Nate Killough
Councilmember Tim Jordan
Councilmember Patti Turner
Councilmember Terri Grimm

Action: The motion passed 7 ayes, and 0 nays

Motion: Councilmember Grimm made a motion to move Item 13D before 11A. Councilmember Killough seconded the motion.

Vote: Ayes Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Council Member Nate Killough
Councilmember Tim Jordan
Councilmember Patti Turner
Councilmember Terri Grimm

Action: The motion passed 7 ayes, and 0 nays

Council recessed to Executive Session at 8:24 p.m.

13D. Executive Session, as authorized by Texas Government Code Section 551.071, Consultation with Attorney, regarding an economic development proposal with the Chamber of Commerce.

Council reconvened at 9:10 p.m.

No action was taken in Executive Session.

Motion: Councilmember Grimm made a motion to move Item 11A to after 13B.
Councilmember Killough seconded the motion.

Vote: Ayes Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Council Member Nate Killough
Councilmember Tim Jordan
Councilmember Patti Turner
Councilmember Terri Grimm

Action: The motion passed 7 ayes, and 0 nays

OTHER BUSINESS

12A. Consideration of and possible appointments to City Boards and Commissions, including the Economic Development Corporations

Mayor Pro-tem Tom Hines stated that Kristen Harrington had elected not to continue on the Planning and Zoning Commission past the end of the year. He thanked her for her service. Mayor Pro-tem Hines then made a motion to nominate Randal Clark to fill the vacant seat. Councilmember Killough seconded the motion.

Vote: Ayes Mayor Doug Gaul
Mayor Pro-tem Tom Hines
Councilmember Scott Rose
Council Member Nate Killough
Councilmember Tim Jordan
Councilmember Patti Turner
Councilmember Terri Grimm

Action: The motion passed 7 ayes, and 0 nays

WORK SESSION

11A. Work session with the Economic development Corporation Type B Board.

Mayor Gaul addressed the members of the Economic Development Corporation Board regarding their role and responsibilities.

Boardmember Steven Harris requested that there be some clear direction from the Council regarding what it wants the Board to pursue, and to discuss possible staffing and possible conflict of interest regarding the Board's attorney. He stated the Board would feel more comfortable discussing these items in executive session.

Mayor Gaul advised the Board that the Council cannot meet in closed session with the Board to discuss personnel matters because it is not covered under the Open Meetings Act. Believes the Board has previously been given direction on their role. It is within the Board's right pursuant to their bylaws to request their own attorney

Councilmember Grimm stated it is clear to her that there are issues the Board would like to discuss that they are not comfortable discussing in public. She asked the City Attorney if there was a way to have those discussions in executive session.

Bill Bingham advised there is nothing within the Open Meetings Act that would allow the Board to meet with the Council in closed session just because they are uncomfortable discussing a topic in public, unless the Council invited them to an executive session to specifically discuss a particular economic development project, but not generally to discuss bylaws.

Steven Harris expressed concern discussing items that were discussed in their executive sessions in open session. Bill Bingham – it would depend on the subject.

The board would like to discuss participation in economic development discussions and their lack of participation.

Odis Jones – while EDC receives sales tax dollars, 99% of economic development does not concern the EDC. If the economic development involves their sales tax dollars then they have the right to be involved, but because of the confidentiality of those negotiations there is no reason for the Board to be involved in those negotiations. The statutes allow the City Manager to have confidential conversations with the Council regarding those negotiations but not the EDC Board.

Harris stated that there were discussions in the EDC executive session that he feels need to be discussed with the Council in executive session. He requested that the Council set an executive session to discuss Project Music Play with the Board.

Scott Feller – wanted clarification from Odis Jones that any discussions or negotiations regarding EDC sales tax dollars or any land the Board may own would involve the EDC Board – Yes.

Motor Pro-tem Hines remarked that a year ago the Council sat here in a work session with the Board and laid out the direction for the Board to include small business loans, GAP financing and that all the bigger deals would go through the City. To him the lines are becoming blurred and the Board and the Council are butting heads. He would like to see those directions followed.

Councilmember Killough asked where the Board was on a program for small business loans and business retention.

Dan Thornton stated they just had a presentation on small business loans that needs to be finalized by determining the rate, the approval process, etc.

EXECUTIVE SESSION

- 13C. Executive Session, as authorized by Texas Government Code Section 551.071, Consultation with Attorney, regarding Economic Development Corporation Type B Bylaws and overall structure.
- 13D. Executive Session, as authorized by Texas Government Code Section 551.071, Consultation with Attorney, regarding an economic development proposal with the Chamber of Commerce

No action was taken in Executive Session.

ACTION RELATIVE TO EXECUTIVE SESSION:

- 14A. Consideration and possible action regarding Economic Development Corporation and overall structure.

Motion: Councilmember Killough made a motion to direct the City Manager and City Attorney to return with recommendations on how to set some priorities, specifically for the EDC. These recommendations are to include: small business loans, business retention, entertainment, city functions, GAP Financing, redevelopment, and parks. He would also like them to look into a potential name change or re-brand of the EDC and the legalities of what the Council can and cannot do, as well an organizational re-structure. Mayor Pro-tem Hines seconded the motion.

Vote: Ayes Mayor Doug Gaul
 Mayor Pro-tem Tom Hines
 Councilmember Scott Rose
 Council Member Nate Killough
 Councilmember Tim Jordan
 Councilmember Patti Turner
 Councilmember Terri Grimm

Action: The motion passed 7 ayes, and 0 nays

ADJOURNMENT

There being no further business to be heard, the meeting was adjourned at 10:18 p.m.

CITY OF HUTTO

Doug Gaul, Mayor

ATTESTEDED:

Lisa L. Brown, City Secretary



**HUTTO CITY COUNCIL AND
HUTTO ISD BOARD OF TRUSTEES
JOINT MEETING MINUTES
NOVEMBER 29, 2018**

The Hutto City Council and Hutto ISD Board of Trustees met in a special session on Thursday, November 29, 2018, at the Hutto ISD Administration Building, 200 College, Street, Hutto, TX 78634.

CALL SESSION TO ORDER

Dr. Estrada called a closed session of the School board at 5:50 p.m.

President Gooding called the session to order at 6:05 p.m.

ROLL CALL

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

Members of the Hutto ISD Board of Trustees present were Connie Gooding, President; Billie Logiudice, Vice President; Morgan Hubbard, Secretary; Edgar Padilla, Phillip Boutwell, Terrence Owen and Scott Feller.

Members of City staff that were present were Odis Jones, City Manager, Edena Atmore, Assistant City Manager; Byron Frankland, Chief of Police; Eliska Padilla, Executive Director of Communications and Marketing, and Lisa Brown, City Secretary.

AGENDA ITEMS

3A. Update and discussion on the following Hutto ISD projects and initiatives:

1. Hutto Day at the Capitol – May 1, 2019

There was a general discussion on organizing the committee to coordinate Hutto Day at the Capitol.

2. Annexation Service Agreement

Henry Gideon reviewed the process and steps needed for providing wastewater to the proposed new school site expansion. He also remarked on the cooperative work between the City Planning department and the School District in achieving these goals.

3. Waste Water Agreement

4. Construction Update

Brandon Cardwell gave an update on all of the current school district construction projects from the new elementary school to the new JROTC mobile buildings.

5. School Attendance Boundaries

Henry Gideon reviewed the proposed models for redistributing the student population, primarily in the elementary schools, to avoid overcrowding in the schools.

3B. Update and discussion on the following City of Hutto Projects and initiatives

1. Update and discussion on Bond Projects

Odis Jones remarked to the Board and Council that the voters passed all three bonds by 70% and the City will be seeking assistance from the School Board to achieve our goals particularly with Proposition C.

2. Update on CR 137 Road & Drainage Project

There will need to be a discussion on how to deal with the drainage on CR 137. The road will need to be widened. It needs to be a collaborative approach with the City and the School Board.

Eliska Padilla commented that the Public Works Department did some work on the drainage.

The question remains how we re-engineer that road to increase capacity and drainage.

Henry Gideon stated there will need to be a Civil Improvement Plan for Farley Middle School and Ray Elementary.

3. Update on Sidewalk on Limmer Loop

Odis Jones remarked that the City has backed off on project until the intersection can be re-done as part of Proposition A. The side walk will be taken to the bridge, but then we have to figure out how to bring the sidewalk to the road.

There was also discussion on how to add lights to Carl Stern. Mr. Gideon stated they will review how to re-lamp between the high school and Nadine Johnson Elementary.

Odis Jones – the City will need to do a traffic analysis.

3C. Significant Calendar Updates

There was discussion of a possible school board and council Christmas party.

Football playoff game is at Waller Stadium and can be heard on www.hipposports.com

The Robotics team is at the State Championship in Dallas.

There have been 2800 responses, 86% in favor of keeping the Hippo as the mascot for a new high school.

HISD will have a Bond Project in May.

ADJOURNMENT

The meeting was adjourned at 7:37p.m.

CITY OF HUTTO

Doug Gaul, Mayor

ATTESTED:

Lisa L. Brown, City Secretary

CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.:

8B.

AGENDA DATE: December 20, 2018

PRESENTED BY:

Michel Sorrell, Chief Financial Officer

ITEM:

Consideration and possible action on a resolution authorizing the City Manager to engage Valley View Consulting L.L.C. for investment advisory services related to the City of Hutto. (Michel Sorrell)

STRATEGIC GUIDE POLICY: Fiscal Responsibility

ITEM BACKGROUND:

Valley View Consulting L.L.C. is a Securities and Exchange Commission registered investment advisory firm serving public entities in a variety of cash and investment management and consulting roles. Their philosophy is to act as an extension of the staff and managing the portfolio with fiduciary responsibility that is required for public funds investment.

Valley View Consulting L.L.C. will provide analysis of our current portfolio and cash flows. They will not only look at our day-to-day operations but the careful investing of bond proceeds to be issued, which must be handled differently. They will provide a proper investment of funds including types of investments and maturity of investment to match our cash flow needs.

Finally, Valley View Consulting, L.L.C. will work with the City to provide risk assessment to aid in being recession proof. Part of this strategy will be investing in CD's which are fully collateralized and currently pay a higher rate of return. CD's can be ladder out to match the cash flow timing of the City, including payroll, payables and debt service payments, as compared to our inflow of property tax and sales revenue.

First Southwest is the current Investment Advisor for the City. Changing investment advisory services would require a thirty (30) day termination in writing to our current firm.

If approved, the City Manager could execute the termination letter for First Southwest, and be authorized to contract with Valley View Consultants L.L.C. to become the City's new investment advisory service provider.

BUDGETARY AND FINANCIAL SUMMARY:

The engagement of an Investment Advisory Service must go before the Governing Board to be in compliance with the Public Funds Investment Acct. The services to be provided through investment advisory contract include the analysis of the City's current portfolio, the construction of a cash flow analysis, pricing of securities, review of the City investment policy and depository agreements, and expert advice on investment of public funds in accordance with state law.

The fee is based on assets under management which is customary. The wide variety and combinations of services requires fees and fee structure to be negotiable. The fee proposed as follows:

Average Quarter End Book Value Annual Fee

First \$20 million 0.080% (8 basis points)

Next \$20 million 0.070% (7 basis points)

Above \$40 million 0.060% (6 basis points)

With the City's pending bond sales, the tiered scale will shift (decreased basis points) as appropriate to the amount of total issues.

Both the Assistant City Manager and the Chief Financial Officer have worked with this firm in prior cities. It is the recommendation of staff that the City Council authorize the City Manager to execute a contract with Valley View Consulting L.L.C.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

Not applicable.

CITY ATTORNEY REVIEW:

Not applicable.

STAFF RECOMMENDATION:

Staff recommends Council approve the engagement of Valley View Consultants as the City's new Investment Advisory Service.

SUPPORTING MATERIAL:

1. [Resolution - Authorizing the engagement of Valley View Consulting L.L.C.](#)
2. [Valley View Consulting L.L.C. Proposal](#)

RESOLUTION NO.

A RESOLUTION APPROVING AN INVESTMENT ADVISORY SERVICES CONTRACT WITH VALLEY VIEW CONSULTING L.L.C., DATED DECEMBER 20, 201, FOR THE CITY OF HUTTO, TEXAS

WHEREAS, the City of Hutto ("City") and Valley View Consulting L.L.C. have a mutual intent and understandings with respect to Investment Advisory Services; and

WHEREAS, the City and Valley View Consulting L.L.C. agree to contract for a three-year term, to be reviewed each following year thereafter, to secure Investment Advisory Services offered by Valley View; and

WHEREAS, the City and Valley View Consulting L.L.C. desire to enter into an Agreement outlining their mutual understanding and agreement to the services that will be provided through an investment advisory contract include the pricing of securities, review of the City's investment policy and depository agreements, and expert advice on investment of public funds in accordance with state law.

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

That the City Manager is hereby authorized to engage Valley View Consulting L.L.C. for services related to the City of Hutto. The City Council authorizes the City Manager to negotiate a contract with Valley View Consulting L.L.C. subject to final approval by the City Council.

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

RESOLVED this 20th day of December, 2018.

CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

ATTEST:

Lisa Brown, City Secretary

City of Hutto, Texas

Investment Advisory Services



November 20, 2018



November 20, 2018

Ms. Edena Atmore, Assistant City Manager/CFO
City of Hutto
401 West Front Street
Hutto, TX 78634

Dear Ms. Atmore:

Thank you for your interest in Valley View's cash and investment management services. As per your discussion, attached are Valley View's qualifications, experiences, philosophies, and capabilities related to Texas public funds investing. Please take a look and let us know any questions.

In a nutshell, we believe an investment advisor should function as an extension of your staff – managing the portfolio the way you would, if you had the time to dedicate. Our mission monitors the markets on the City's behalf, and develops and implements investment strategies to safely optimize the City's interest income. Our strategy and selection considerations are fully communicated prior to execution so that the City can be comfortable that appropriate decisions are made.

The following proposal discusses Valley View's overall strategy in determining optimal allocation of financial assets considering each unique economic environment. Strategically placing operating funds utilizes compensating balances, cash equivalent investments, and cash-flow based laddering opportunities. Analyzing stable fund balances allows risk-appropriate yield curve positioning. Modeling probable Capital Improvement Program ("CIP") timelines identifies opportunities during construction or acquisition periods (arbitrage rebate implications also need consideration). All strategies and investment suggestions intend to enhance or hedge interest income within the City's risk/return criteria. Speculation is prohibited by the Texas Public Funds Investment Act (the "PFIA") and is not part of this plan.

The investment advisory services the City will receive include:

- Strategic portfolio advice to achieve the City's investment objectives,
- Investment policy and bond covenant review,
- Development of a historical cash flow model for all non-CIP funds,
- Project management assistance to model CIP draw timelines,
- Complete analysis of authorized investment types,
- Thorough communication, reporting, and training,
- Effective investment provider management,
- Integrated CIP proceeds investment,
- Long range portfolio strategy development, and
- Primary Depository Bank RFP selection assistance.

These services would be performed as non-discretionary functions, working to assist the City through:

- Risk/Return Assessment – managing the City’s funds requires thorough risk/return objective development. Valley View will assist the City in analyzing various PFIA-eligible alternatives highlighting the range of possible “returns” and “risks.”
- Flexible Strategy and Product Mix – evolving markets (both product and yield curve) create varying opportunities. Valley View monitors all City authorized options and probable market adjustments to position the City for flexible strategy implementation.
- Independence – analyzing all strategies broadens the options eligible for review and consideration. There is no promotional advantage to any choice, nor hidden agendas or back door marketing efforts to jeopardize recommendations.
- Dedicated Team and Managed Client Commitment – focusing on a select client list provides City-dedicated time and attention. Valley View emphasizes “boutique” service implementation by a stable and experienced team, undistracted from alternative service requirements. We strive to develop client-specific investment strategies.

Providing value added services for a reasonable and appropriate fee is Valley View’s objective. With that in mind, please consider services provided and level of fees to be negotiable. Investment advisor services are one of the few areas that revenue enhancement may/should provide value over and above the cost. The “net benefit” (strategy enhancement less IA fees), within appropriate risk/return objectives, provides the City the best value for service. In addition, if selected as investment advisor, the Bank RFA services fee (\$7,500) will be credited towards this contract or waived.

Valley View is admittedly a small firm however our clients are extremely compatible with the City’s investment objectives. This uniqueness is the cornerstone of our customer service commitment, and ensures that each client feels integral to Valley View. Even though our “office of record” is in Virginia, Valley View is essentially a Texas-public funds investment advisor. Almost all of our clients are Texas public entities subject to the PFIA.

Attachment – The attached information provides an outline of Valley View’s history and approach to public funds investment. It includes a discussion on yield curve placement and risk/return-based investment selection that could add significant value to the City.

We certainly appreciate our opportunity to work with the City on the Primary Depository Bank RFA and look forward to this additional role. Please call me (888.853.3778) if there are any questions or to discuss moving forward.

Sincerely,



Richard G. Long, Jr.
Manager, Valley View Consulting, L.L.C.

Organization

Valley View Consulting, L.L.C. is a Securities and Exchange Commission (“SEC”) registered investment advisory firm serving public entities in a variety of cash and investment management and consulting roles. Valley View provides completely independent advice and consultation and is not affiliated with any investment pool, mutual fund, broker/dealer, financial institution, or investment provider.

Valley View was founded in the fall of 1998 and registered with the SEC as an investment advisor firm effective January 1999. Richard G. Long, Jr. wholly owns the firm. To more fully address the complete spectrum of client needs, Mr. Long has teamed with Susan K. Anderson, Benjamin F. Day, Julie S. Gerhardt, E.K. Hufstedler, William J. Koch, Johnny L. Phifer, Thomas H. Ross, and Emily A. Upshaw. These affiliations assure that our clients will receive more comprehensive and individually designed services related to the financial programs of government investors.

The combined experience of the individuals involved in this proposal exceeds 200 years. The team is fully capable of assessing the needs of the City, examining the current cash management policies and practices, reviewing and managing bank relationships, and developing effective and comprehensive investment strategies.

Although Valley View’s office of registration is in Virginia, it is fully registered with the State of Texas. All services provided to the City will be seamless from any physical address.

Experience

Valley View specializes in serving public fund investors and recognizes that the challenges facing these clients are significantly different than non-governmental investors. Public fund investors face cash flow constraints, fewer staff resources and more limited investment options. Likewise, investment strategies and preferred investment products for the governmental investor can be significantly different. Valley View has successfully navigated through these challenges to develop effective investment programs.

Valley View's list of satisfied Texas entities continues to grow, including a variety of non-advisory cash and investment management services. Since inception, the diverse public entity clients include cities, colleges, river authorities, special authorities and districts, and school districts.

Valley View has gathered together experienced and recognized public fund investment experts to form their investment advisory practice.

Mr. Long's extensive investment background began with a major Texas bank in 1981, and he has been actively involved with public funds investment legislation; investment policies and strategies; cash flow-based investment portfolios; eligible investment options; appropriate asset allocations; investment transaction settlement and safekeeping procedures; bank service agreements; and arbitrage rebate regulation since 1988.

Ms. Anderson has been investing public funds since 1981 and served as the Investment Officer/Treasurer for the City of Austin, Texas (\$1.5 billion portfolio), the Chief Investment Officer for the State of Texas (\$35 billion portfolio) and then, following her retirement from the public sector, took her skills to the private sector, offering portfolio management services to a variety of public funds clients.

Ms. Upshaw, CPA began her career in taxation with Ernst & Young in Austin, Texas where she completed her CPA designation. She expanded her knowledge of market analysis, trading and fund management for individual client accounts and business qualified retirement accounts in the central Texas area.

Mr. Phifer, having retired as Director of Finance for the City of Keller, brings with him a wealth of knowledge and experience attained during a career of over thirty years of public-sector experience.

Mr. Koch has been a management consultant, since 1990, providing specialized financial services primarily to public sector organizations, including municipalities, school districts, colleges, hospital districts, and regional transportation authorities.

Mr. Day adds a diverse investment background beginning in 1984, involving sales and trading positions with national and regional broker/dealer firms.

Mr. Hufstedler's extensive banking career, most recently as a Regional President for Prosperity Bank, included actively bidding on and servicing public entity depository needs.

Mr. Ross has an outstanding background in financial operations and information technology management, including seventeen years in the public sector, and most recently completed fourteen years of service with the City of Bedford, Texas, retiring as Director of Administrative Services.

Ms. Gerhardt is primarily responsible for administrative, marketing, and organizational issues. She began her career in the financial industry in 1993 with Legg Mason Wood Walker, and then subsequently with Smith Barney.

Investment Management Approach

Public funds require a different investment approach and fiduciary responsibility to adequately judge appropriate risk/return opportunities. The City has many essential functions to effectively serve its citizens. Investing is sometimes considered a secondary activity. Our service objective ensures the level of attention and commitment to effectively manage the City's funds. We believe in the principles stressed by the PFIA:

- Safety
- Liquidity
- Risk-appropriate Yield

The management of public funds are scrutinized more than any other organizations, therefore Valley View takes great care in assessing and addressing risks on multiple levels to ensure due diligence in minimizing risk exposure.

Credit Risk - The PFIA specifically manages and restricts the exposure to credit risk. Assuming large amounts (some would argue any amount) of credit risk is inconsistent with the PFIA's main objectives to "primarily emphasize safety of principal and liquidity." All securities contain incremental credit risk; although the markets believe certain security issuers have little or no real credit risk. The PFIA does allow specific securities with true credit risk, but generally restricts that risk based on measurements of nationally recognized credit rating agencies. The mission of the public funds investor is to determine what level of credit risk is appropriate for the organization and to develop policies and procedures to ensure that established risk parameters are maintained.

Credit risk considerations extend beyond the investment securities that are selected to be included in the organization's portfolio. Properly collateralized deposits or repurchase agreements, secured in accordance with the PFIA, Public Funds Collateral Act, the City's Investment Policy, and federal banking regulations essentially eliminate the inherent credit risk of the financial institutions. Focused document preparation, prior to the deposit, manages the institution's risk. Regular review of collateral values (monthly, unless other concerns arise) and financial institution strength (annually, unless other concerns arise) ensures that any exposure remains minimal.

Market/Opportunity Risk - The restriction of most credit risk focuses portfolio management on controlling market risk and opportunity risk. Working with the yield curve, issuer yield spreads, and cash flow requirements manages these two risks.

Appropriate yield curve positioning, with limited interest rate cycle timing, provides the most effective and consistent yield enhancement. Our services will include the research and analysis necessary to assist the City in formulating strategy recommendations and we will participate in any presentation (formal or informal) designed to gain approval to implement the desired strategy.

Since the PFIA specifically prohibits extension for speculative purposes, cash flow forecasting must be incorporated into the investment process. The City's confidence in its estimates will determine the composition of any subsequent strategy.

Liquidity Risk – No matter the objective or funding source of the portfolio, cash flow predictability creates the baseline for investment strategy development. As stated previously, keeping current-use funds in expenditure-related maturities or liquid alternatives, while positioning stable and longer range funds further out the yield curve, provides overall portfolio enhancement. Cash flow forecasting must be the cornerstone of the investment program. Valley View will work with the City to develop forecasts that will guide the investment strategy for each fund to ensure the appropriate mix of liquidity and longer-term asset allocation.

The resulting cash flow forecast and analysis will help identify the appropriate investment strategy and help control risks. Our assistance to the City would combine the following steps to achieve the City's portfolio objectives:

- Actively managing the portfolio to maintain appropriate cash levels,
- Conservatively estimating cash flows and minimum cash balances,
- Appropriately diversifying maturity and investment mix,
- Timely and regular market interaction to smooth price fluctuations,
- Maintaining minimum positions in highly liquid investment types, and
- Strictly adhering to the prohibition on speculative maturity extension.

Regular review of proper procedures and internal controls complete the process. Portfolio risk is managed by proper strategy selection and sector/maturity diversification. Procedures and controls help to mitigate fraud, lost funds or securities, broker/dealer/financial institution failure and many other non-securities related risks.

Combining all of these concepts into active portfolio management will enhance portfolio return over the long run.

Whether the City invests operating or other funds, the fundamental considerations and principles stressed above will be the same.

Operating Funds cash flow predictability creates the baseline for investment strategy development. Keeping current-use funds in expenditure-related maturities or liquid alternatives, while positioning stable and longer range funds further out the yield curve, provides overall portfolio enhancement.

The higher yield-advantage of extended maturities most safely manifests itself in increased interest earnings (not speculative gains). Historically, fixed income yields, over time and through a variety of market conditions, generate higher yields as maturities lengthen. However, actively pursuing this yield enhancement takes time, energy, and dedicated attention. Valley View's operating fund management includes:

- Reviewing and recommending modifications to the City's Investment Policy,
- Assisting in cash flow forecasting,
- Analyzing available products and institutions,
- Interpreting market conditions and trends,
- Determining appropriate asset allocations,
- Advising on long range strategy selection,
- Implementing strategy within a competitive pricing environment,
- Preparing appropriate calculations and reports,
- Providing independent sources for investment market valuations,
- Complying with Investment Policy and state and federal regulations,
- Monitoring investment provider and safekeeping/custodial relationships,
- Attending occasionally scheduled meetings, and
- Educating City staff on pertinent investment topics.

Bond proceeds need additional care in strategy selection (especially proceeds subject to the arbitrage rebate regulations). Bond proceeds investment guidance includes:

- Developing and analyzing projected expenditure patterns;
- Estimating expenditure period interest earnings;
- Determining any appropriate investment guideline changes;
- Analyzing the potential arbitrage impact of various investment strategies;
- Developing the *optimum* strategy;
- Reviewing the draw schedule and portfolio performance as the projects progress;
and
- Implementing any reserve or debt service fund investment strategies.

Analyzing specific operating and bond proceeds strategies combine effective and appropriate investment selection for both types of funds. Regardless of funds involved and strategy selected, once all of the risk/return considerations are made, Valley View will coordinate with the City to make specific portfolio recommendations and gain their implementation approval.

Other Considerations

Investment Policy Development – Valley View routinely assists with the development, modification and implementation of investment policies, portfolio strategies and other investment-related services. We consider those functions as essential to the effective fulfillment of our contracts and will work with the City in addressing their policy development needs.

Valley View services will include comparative review of the City’s Investment Policy with state and federal requirements. Additional “best practice” components will also be considered. The standard practice is to provide a thorough review of all documents at the inception of the contract, with annual reviews/adjustments thereafter. Valley View will be available to assist in the presentation, adoption and implementation of any policy change.

In addition to investment policy development, Valley View has also assisted in the development and implementation of cash and investment management procedure policies and manuals.

Managing Broker/Dealer Relationships – A competitive investment environment rewards the City with effective market access. Multiple, competent brokers provide accurate market information and locate specific securities for strategy implementation. Valley View will assist the City in establishing review, solicitation and monitoring procedures to create a competitive environment.

Generally, three criteria guide Valley View’s approach to managing broker/dealer relationships. Broker/dealers must:

- Understand and accept the unique objectives of investing public funds,
- Provide competitive pricing, and
- Respond appropriately to the needs of the City.

Valley View will assist the City in complying with, and/or revising the selection and review criteria as required in the City’s Investment Policy. We will assist in the annual review of the selection process and the resulting list of broker/dealers.

Reviewing Custodial and Safekeeping Agreements – Properly established custodial and safekeeping agreements are essential to safely and effectively manage the City’s funds. Valley View’s dedicated focus to public funds investment has involved extensive experience in opening and maintaining acceptable custodian and safekeeping accounts. We will assist the City as necessary in reviewing the current arrangements.

On-going Communications with the City – The needs and desires of the City will dictate the optimum schedule for portfolio review and meetings. The following minimum review schedule is consistent with the objectives of many of our clients:

- Quarterly strategy/portfolio review, and
- Annual performance review.

Initially, cash flow analysis, strategy development, mutual fund manager selection and broker/dealer review will require additional interaction with the City staff. Market cycles and the City's cash flow schedule will largely determine appropriate ongoing interaction. Regular communication will focus on:

- Current cash requirements,
- Specific security opportunities,
- Market information,
- Appropriate transaction execution levels,
- Transaction settlement status, and
- Investment Reporting.

Contact and meeting frequency will be based on the ebb and flow of the investment portfolio and other assignments from the City. Certain items are best handled face-to-face, while others can be effectively completed via phone or email. Major market shifts or portfolio modifications may also require emergency meetings or conference calls to review market trends and appropriately adjust strategies. Valley View is committed to effective and timely response to the City's needs and if additional meetings are necessary, we will be available.

Primary Depository Bank – Valley View's primary depository bank selection services include the following:

- Analyzing the prior Primary Depository Bank selection process and current operations.
- Reviewing the budget, annual financial report and audit.
- Developing a calendar of events.
- Defining the acceptable area from which prospective applicants will be considered.
- Establishing the criteria by which the applications will be evaluated.
- Preparing a list of financial institutions that will be sent the RFA.
- Preparing a draft RFA.
- Finalizing the RFA with officials and attorney.
- Assisting with hosting a pre-application conference.
- Analyzing responses for conformance to the RFA requirements and to determine the best relative value based on the evaluation criteria.
- Meeting to review the results of the application analysis.
- Assisting with the presentation to the Committee/Board for selection of a depository bank for the new contract period.

Fees

As with all contracts, a mutually agreed upon fee will provide the City with good value for the cost and adequate compensation for our efforts and expertise. We offer services with a variety of fee structures. Generally for the total service package described, a fee based on assets under management is customary. The wide variety and combinations of services requires fees and fee structure to be very negotiable.

<u>Average Quarter End Book Value</u>	<u>Annual Fee</u>
First \$20 million	0.080% (8 basis points)
Next \$20 million	0.070% (7 basis points)
Above \$40 million	0.060% (6 basis points)

With the City's pending bond sales, the tiered scale will shift (decreased basis points) as appropriate to the amount of the total issues.

The City would be billed each quarter an amount which will include the advisory fee as well as costs and expenses, where applicable, incurred in performance of these duties. The City may incur transactional expenses in the execution of its investment strategy. We will assist the City in minimizing all such transactional expenses or any other normal business expenses that might be incurred, by the City, in the management of its funds.

References

Valley View regularly and extensively assists Texas public entities in a variety of investment management and consulting services, similar to those requested by the City. A partial reference list includes:

Leigh Wallace , Chief Financial Officer. City of Georgetown 113 East 8 th Street Georgetown, TX 78627 512.930.3677 leigh.wallace@georgetown.org	Susan Morgan , Chief Financial Officer City of Round Rock 221 East Main Street Round Rock, TX 78664 512.218.5445 smorgan@roundrocktexas.gov
Donna Todd , Director of Finance City of Deer Park 710 East San Augustine Street Deer Park, TX 77536 281.478.7225 dtodd@deerparktx.org	Angela Coen , Director of Finance City of Longview 300 West Cotton Street Longview, TX 75601 903.239.5521 acoen@longviewtexas.gov
Kedric Trimble , Chief Financial Officer City of Tyler 304 North Border Street Tyler, TX 75702 903.531.1142 ktrimble@tylertexas.com	Alan Dickerson , Finance Director City of Cedar Hill 285 Uptown Blvd. Cedar Hill, TX 75104 972.291.5100 ext. 1063 alan.dickerson@cedarhilltx.com

Please consider our client references as CONFIDENTIAL.

CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.: 8C. **AGENDA DATE:** December 20, 2018

PRESENTED BY: Matt Rector

ITEM:

Consideration and possible action on a resolution authorizing the City Manager to execute the purchase of a Reclaimer/Stabilizer from Asphalt Zipper. (Matt Rector)

STRATEGIC GUIDE POLICY: Infrastructure & Growth

ITEM BACKGROUND:

This piece of equipment is necessary to facilitate the continued switch from contracting street work to completing street repairs internally. This specific piece of equipment allows the city crews to mill the top of the streets to a predetermined depth and will improve the performance of the process working toward repairing streets. The crews in the past year have made do with a small planar which was not designed for this purpose and requires a lot of additional maintenance due to the workload of trying to break up the long stretches of asphalt.

BUDGETARY AND FINANCIAL SUMMARY:

The cost of this machine is \$158,460.00 and will be paid for from existing bond funds.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

Not Applicable.

CITY ATTORNEY REVIEW:

Not Applicable.

STAFF RECOMMENDATION:

Staff recommends approval of the resolution authorizing the purchase.

SUPPORTING MATERIAL:

1. [Invoice](#)
2. [Resolution](#)



Proposal

#

World Leader in Portable Reclaimers / Stabilizers / Utility Trenchers

831 East 340 South, American Fork, Utah 84003 tel: (801) 847-3200 fax: (801) 847-3250

Today's Date: **12/12/2018**

Hutto TX

Expires: **12/31/2018**

Proposal good to end of year

Factory Rep: Dave Fokken

Field Rep: Barry Dill

Any Backhoe

Machine Description	Qty	Price	Extended
AZ 420-110B Reclaimer / Stabilizer (42-inch / 1066 mm) - Cummins® 110 HP Intercooled Turbo Diesel Engine - Tier 3 (FLEX) - Magnum Duty Fairfield® Planetary Gear Box - Pulverize up to 10-inch (250 mm) thick asphalt - Top-Hatch and On-board Active Hydraulic Depth Control - Spray System with Interchangeable Nozzles - Wireless Remote Control - Extra Bits, Blocks & Service Tools - Includes Operation Manuals and Training at Your Location	1	\$ 114,300.00	\$ 114,300.00 HGAC Pricing
• French 42-inch (1 m) Cutter Head	INSTALLED	\$ -	\$ -
• VersaMount™ Universal Bucket Coupler with Hydraulic Clamping System		\$ -	\$ -
• Accu-Trak™ Wheel Assist with Power Steering		\$ 22,675.00	\$ 22,675.00
• Wheel Assist Custom Trailer (US) 3" Pintle Hitch		\$ 16,885.00	\$ 16,885.00
• 150 Gallon (Hitch Mount) Water Supply System		\$ 3,530.00	\$ 3,530.00
• 2-YEAR WARRANTY Upgrade (Unlimited Hours)		\$ 4,000.00	\$ 4,000.00
Options			
Upgrade to 2-Year Warranty (Unlimited Hours) for Orders received by 12-31-2018		\$ (4,000.00)	\$ (4,000.00)
Freight:		\$ -	
Subtotal:		\$	\$ 157,390.00
Sales Tax:		TBD	
TOTAL		\$	\$ 157,390.00

Plus applicable Sales Tax

Notes

Estimated annual payment with 5-year municipal program \$35,647.97

*Order Deposit:

Customer Signature: Date: **12/13/18**

Signature indicates acceptance of this Proposal/Invoice based on satisfactory performance of the Asphalt Zipper Machine

Terms and Conditions: This proposal is a preliminary estimate; all prices are in US Dollars. Final sales price subject to approval by Asphalt Zipper accounting. Price does NOT include sales tax or GST(Canada); applicable sales tax or GST will be added to final invoice. Machine availability and specifications are subject to change at anytime by Asphalt Zipper. *A Deposit is required for all Orders. All returns and cancelled custom orders are subject to a 20% restocking fee plus any freight charges.

RESOLUTION NO. R

A RESOLUTION AUTHORIZING THE CITY MANGER TO EXPEND REMAINING BOND FUNDS FOR THE PURCHASE OF A RECLAIMER/STABILIZER AND ASSOCIATED EQUIPMENT TO FACILITATE FUTURE STREET REPAIR PROJECTS.

WHEREAS, the City received bond funds in FY 2018 for street equipment, and;

WHEREAS, some of those bond funds remain, and;

WHEREAS, 2018 street repairs proved that some additional equipment is needed for the continuation of street repair projects. Now therefore,

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

The City Council hereby authorizes the City Manager to purchase a Reclaimer/Stabilizer and associated equipment not to exceed \$157,390.00.

CONSIDERED and RESOLVED by the City Council of the City of Hutto on this the 20th day of December, **2018**.

THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

ATTEST:

Lisa L. Brown, City Secretary

CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.: 8D.

AGENDA DATE: December 20, 2018

PRESENTED BY: Matt Rector

ITEM:

Consideration and possible action on a resolution authorizing the City Manager to execute a contract with Liberty Civil Construction, LLC for the FM 1660 Utility Relocation. (Matt Rector)

STRATEGIC GUIDE POLICY: Infrastructure & Growth

ITEM BACKGROUND:

TxDOT is realigning a portion of FM 1660 South. Part of that realignment requires that the city adjust some of its existing utility lines. The relocation of these utilities will cost less if the city completes the project prior to the TxDOT relocation project. For this reason this project was placed in the CIP for FY 2019 and approved by City Council.

BUDGETARY AND FINANCIAL SUMMARY:

The CIP approved up to \$450,000.00 for this project.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

Not applicable.

CITY ATTORNEY REVIEW:

Not applicable.

STAFF RECOMMENDATION:

Staff recommends the approval of the resolution and the award of the contract.

SUPPORTING MATERIAL:

1. [Resolution](#)

RESOLUTION NO. R

A RESOLUTION AUTHORIZING THE CITY MANGER TO EXECUTE AN AGREEMENT FOR CONSTRUCTION SERVICES FOR THE CONSTRUCTION SERVICES REQUIRED TO RELOCATE REQUIRED UTILITIES ALONG FM 1660 SOUTH.

WHEREAS, Texas Department of Transportation is relocating portions of FM 1660 S, and;

WHEREAS, the relocation of portions of FM 1660 S have a direct impact on utility lines that must maintain service to citizens of Hutto, and;

WHEREAS, relocation of these utilities are the responsibility of the City per the standard TxDOT utility agreements, and;

WHEREAS, the City Council approved this project as part of the Capital Improvement Plan for FY 2019. Now therefore,

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

The City Council hereby authorizes the City Manager to enter into a contract not to exceed \$424,615.40 with Liberty Civil Construction LLC to provide construction services for the utility relocations and to execute change orders within the statutory limits of the original amount.

CONSIDERED and RESOLVED by the City Council of the City of Hutto on this the 20th day of December, **2018**.

THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

ATTEST:

Lisa L. Brown, City Secretary

CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.:

8E.

AGENDA DATE: December 20, 2018

PRESENTED BY:

Matt Rector

ITEM:

Consideration and possible action on a resolution authorizing the City Manager to execute an engineering contract for the analysis, report preparation, and coordination with Texas Commission on Environmental Quality (TCEQ) for the expansion of permits at both the central and south waste water treatment plants as necessary and the analysis of the city water system. (Matt Rector)

STRATEGIC GUIDE POLICY: Infrastructure & Growth

ITEM BACKGROUND:

The purpose of this item is to facilitate continued growth in the city by applying to, coordinating with, and getting approval from TCEQ for the expansion of the waste water permit expansions to ultimate conditions. This will allow the city to proceed in coming years with the necessary design and construction of expansions to the two waste water plants.

BUDGETARY AND FINANCIAL SUMMARY:

This item shall not exceed \$250,000.00 in accordance with the approved CIP.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

This item was approved as part of the CIP as recommended from Planning and Zoning Commission.

CITY ATTORNEY REVIEW:

Not applicable.

STAFF RECOMMENDATION:

Staff recommends the approval of the resolution and the award of the contract.

SUPPORTING MATERIAL:

1. [Resolution](#)

RESOLUTION NO. R

A RESOLUTION AUTHORIZING THE CITY MANGER TO EXECUTE AN AGREEMENT FOR ENGINEERING SERVICES FOR THE ANALYSIS AND COORDINATION OF NECESSARY DOCUMENTATION WITH THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) FOR THE EXPANSION OF THE PERMITTED CAPACITY OF THE WASTE WATER TREATMENT PLANTS AND THE ANALYSIS OF THE CITY WATER SYSTEM.

WHEREAS, the City of Hutto owns and operates two waste water treatment plants, and;

WHEREAS, the plants each have a permitted capacity authorized and approved by TCEQ and;

WHEREAS, the city continues to experience rapid growth, and;

WHEREAS, the permitted capacities of these plants will need to be increased so that the city can increase the size of the plants to keep up with that growth, and;

WHEREAS, the water system should also undergo analysis to aid the city in addressing demands based on growth. Now therefore,

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

The City Council hereby authorizes the City Manager to enter into a contract not to exceed \$250,000.00 with DCS Engineering, LLC to provide engineering services for the analysis and reporting required for the coordination with Texas Commission on Environmental Quality (TCEQ) and water system analysis.

CONSIDERED and RESOLVED by the City Council of the City of Hutto on this the 20th day of December, **2018**.

THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

ATTEST:

Lisa L. Brown, City Secretary

**CITY OF HUTTO
CITY COUNCIL AGENDA**

AGENDA ITEM NO.: 8F.

AGENDA DATE: December 20, 2018

PRESENTED BY:

ITEM:

Consideration and possible action on a resolution declaring support and pledge to participate in the It's Time Texas Community Challenge. (Eliska Padilla)

STRATEGIC GUIDE POLICY: Quality of Life & Services

ITEM BACKGROUND:

The It's Time Texas Community Challenge is an 8-week competition that unites and mobilizes schools, businesses, organizations, community members, and mayors toward the common goal of transforming the community's health. This year's Community Challenge starts January 7 and runs through March 13.

It is a free, fun, healthy living competition that helps create healthy habits. Earn points for your city and be entered for prize drawings every time you make a healthy choice. The Texas community that has the most points will receive funds toward future health efforts.

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. [Council Pledge](#)
2. [Pledge - Mayor](#)
3. [Resolution](#)
4. [Community Challenge Flyer](#)

CITY COUNCIL'S PLEDGE

In Support of the IT'S TIME TEXAS Community Challenge,

We, the City Council of _____, Texas

PLEDGE TO:

Kick off the IT'S TIME TEXAS Community Challenge by declaring our support and encouraging our constituents to participate!

To Earn Challenge Points For Our Community, We Will:

- » Declare our support by signing the pledge and uploading a picture of the group holding the pledge to the Challenge site (For 2,500 pts.)
- » Encourage our Mayor to sign the Community Challenge Pledge if it hasn't been submitted.
- » Establish or strengthen a Mayor's Health and Fitness Council or Citywide Health Collaborative (Optional, for 20,000 points)

***We recognize that a healthy community is more united, more productive, and more prosperous.
As a result, we are committed to the health of my community and pledge to make
our community a model for others to follow.***

OUR CITY IS UP TO THE CHALLENGE!

Council Members Signatures:

Signed _____ Date _____

Signed _____ Date _____

Signed _____ Date _____

Signed _____ Date _____



Association of Texas Professional Educators is a strategic partner of IT'S TIME TEXAS and the Community Challenge. www.atpe.org

This institution is an equal opportunity provider. This material was funded by USDA's Supplemental Nutrition Assistance Program -- SNAP. To receive assistance purchasing healthy foods, sign up for SNAP benefits at yourtexasbenefits.com.

MAYOR PLEDGE

In Support of the IT'S TIME TEXAS Community Challenge,

I, Mayor _____, of _____ Texas

PLEDGE TO:



Kick off the IT'S TIME TEXAS Community Challenge by declaring my support and encouraging our constituents to participate

To Earn Challenge Points For Our Community, I Will:



E-mail a photo of myself holding the Pledge to mayorpledge@itstimetexas.org to be featured on the Challenge website (Required, 10,000 points)



Ask City Council members to sign and upload a photo of the group holding the Pledge on the Challenge site (2,500 points)



Create and upload a short video that promotes the IT'S TIME TEXAS Community Challenge and calls on another Texas Mayor to compete (15,000 points)



Establish or strengthen a Community Health Collaborative in my community (20,000 points)



Host and speak at an IT'S TIME TEXAS-sanctioned event in my community that promotes healthy living and the Community Challenge (5,000 points)

***I recognize that a healthy community is more united, more productive, and more prosperous.
As a result, I am committed to the health of my community and pledge to make
our community a model for others to follow.***

MY CITY IS UP TO THE CHALLENGE!

Mayor's Signature:

Signed _____ Date _____

Let your community know you've signed your pledge by taking a photo holding your signed pledge and posting it to social media with the hashtag #CommunityChallenge!



Association of Texas Professional Educators is a strategic partner of IT'S TIME TEXAS and the Community Challenge. www.atpe.org

This institution is an equal opportunity provider. This material was funded by USDA's Supplemental Nutrition Assistance Program -- SNAP. To receive assistance purchasing healthy foods, sign up for SNAP benefits at yourtexasbenefits.com.

RESOLUTION NO. R-

A RESOLUTION DECLARING THE MAYOR AND CITY COUNCIL'S SUPPORT AND PLEDGE TO PARTICIPATE IN THE IT'S TIME TEXAS COMMUNITY CHALLENGE

WHEREAS, the Mayor and City Council of the City of Hutto support and pledge to participate in the IT'S TIME TEXAS Community Challenge; and

WHEREAS, the Mayor and City Council recognize that a healthy community is more united, more productive, and more prosperous; and

WHEREAS, the Mayor and City Council are committed to the health of the community and pledge to make our community a model for others to follow;

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

Accept the challenge to participate in the IT'S TIME TEXAS Community Challenge and encourage our constituents to participate by earning points for our community by registering at www.ITTcommunitychallenge.com and participating in the challenge.

CONSIDERED and RESOLVED by the City Council of the City of Hutto on this the 20th day of **December, 2018**

THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

ATTESTED:

Lisa L. Brown, City Secretary



PUT YOUR HEALTH FIRST

FOR YOU, YOUR FAMILY & YOUR COMMUNITY

JANUARY 7 - MARCH 3

2019

PRE-REGISTRATION OPENS OCTOBER 8.

The IT'S TIME TEXAS Community Challenge is a free, fun, healthy living competition that helps you create healthy habits.

Earn points for your city or town and be entered for prize drawings every time you make a healthy choice!

The Texas community that racks up the most points will receive funds to put toward future community health efforts.



SIGN UP

for the Community Challenge at ittcommunitychallenge.com



SUBMIT ACTIVITIES

online through the activity tracker to earn points



UPLOAD SELFIES

daily of healthy eating and physical activity to earn points



SHARE

your activities on social media and use #communitychallenge



EARN POINTS

for you and your community to win the statewide Challenge!

REGISTER AT WWW.ITTCOMMUNITYCHALLENGE.COM



This institution is an equal opportunity provider. This material was funded by USDA's Supplemental Nutrition Assistance Program-SNAP. To receive assistance purchasing healthy foods, sign up for SNAP benefits at yourtexasbenefits.com.

CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.:

8G.

AGENDA DATE: December 20, 2018

PRESENTED BY:

Michel Sorrell, Chief Financial Officer

ITEM:

Consideration and possible action on a resolution expressing official intent to reimburse expenses related to the acquisition of land for the purposes of park and recreational uses and related support services/uses. (Michel Sorrell)

STRATEGIC GUIDE POLICY: Fiscal Responsibility

ITEM BACKGROUND:

The FY2018 and FY2019 Capital Improvements Plan (CIP) includes funding for acquisition of land for the purposes of park and recreational uses and related support services/uses. These projects are in various stages from purchase, design and construction. This reimbursement resolution allows the City to use existing cash on hand to pay for project expenses, and then reimburse funds once debt is issued. City staff, the City's financial advisor, and the City's bond attorney are completing the preliminary work to issue debt for the various projects.

BUDGETARY AND FINANCIAL SUMMARY:

These projects are included in FY2019 Budget and in the FY2018-2019 Capital Improvement Plan (CIP).

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

Not applicable.

CITY ATTORNEY REVIEW:

The City's Bond Attorney has prepared the resolution.

STAFF RECOMMENDATION:

Staff recommends the Council approve the resolution enabling the City to reimburse itself for expenses incurred related to the parks and facility projects and related professional fees.

SUPPORTING MATERIAL:

1. [Reimbursement Resolution 2018](#)

CERTIFICATE FOR RESOLUTION

I, the undersigned City Secretary of the City of Hutto, Texas, hereby certify as follows:

1. The City Council of said City convened in Regular Session on December __, 2018, at the regular meeting place thereof, and the roll was called of the duly constituted officers and members of said City Council, to-wit:

Doug Gaul, Mayor
Scott Rose, Place 1
Tom Hines, Place 2
Nate Killough, Place 3
Tim Jordan, Place 4
Patti Turner, Place 5
Terri Grimm, Place 6

and all of said persons were present, except for the following: _____; thus constituting a quorum. Whereupon, among other business, the following was transacted at said meeting: a written Resolution entitled

RESOLUTION EXPRESSING OFFICIAL INTENT TO REIMBURSE CERTAIN EXPENDITURES OF THE CITY OF HUTTO, TEXAS

was duly introduced for the consideration of the City Council. It was then duly moved and seconded that the said Resolution be passed; and, after due discussion, said motion, carrying with it the passage of said Resolution, prevailed and carried by the following vote:

AYES: _____ NOES: _____ ABSTENTIONS: _____

2. A true, full and correct copy of the aforesaid Resolution passed at the meeting described in the above and foregoing paragraph is attached to and follows this Certificate; said Resolution has been duly recorded in the official minutes of said City Council; the above and foregoing paragraph is a true, full and correct excerpt from said minutes of said meeting pertaining to the passage of said Resolution; the persons named in the above and foregoing paragraph, at the time of said meeting and the passage of said Resolution, were the duly chosen, qualified and acting officers and members of said City Council as indicated therein; each of said officers and members was duly and sufficiently notified officially and personally in advance, of the time, place and purpose of the aforesaid meeting and that said Resolution would be introduced and considered for passage at said meeting, and each of said officers and members consented in advance to the holding of said meeting for such purpose; and said meeting was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by Tex. Gov't Code Ann., ch. 551.

SIGNED AND SEALED this ___ day of December, 2018.

City Secretary, City of Hutto, Texas

[CITY SEAL]

RESOLUTION NO. _____

**RESOLUTION EXPRESSING OFFICIAL INTENT TO REIMBURSE
CERTAIN EXPENDITURES OF THE CITY OF HUTTO, TEXAS**

WHEREAS, the City Council of the City of Hutto, Texas (the "Issuer") expects to pay expenditures in connection with the project described on Exhibit "A" attached hereto (the "Project") prior to the issuance of obligations to finance the Project; and

WHEREAS, the Issuer finds, considers and declares that the reimbursement of the Issuer for the payment of such expenditures will be appropriate and consistent with the lawful objectives of the Issuer and, as such, chooses to declare its intention, in accordance with the provisions of Section 1.150-2 of the Treasury Regulations, to reimburse itself for such payments at such time as it issues obligations to finance the Project.

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

Section 1. The Issuer reasonably expects to incur debt, as one or more separate series of various types of obligations, with an aggregate maximum principal amount not to exceed \$8,500,000 for the purpose of paying the costs of the Project.

Section 2. All costs to be reimbursed pursuant hereto will be capital expenditures. No tax-exempt obligations will be issued by the Issuer in furtherance of this Resolution after a date which is later than 18 months after the later of (1) the date the expenditures are paid or (2) the date on which the property, with respect to which such expenditures were made, is placed in service.

Section 3. The foregoing notwithstanding, no tax-exempt obligation will be issued pursuant to this Resolution more than three years after the date any expenditure which is to be reimbursed is paid.

PASSED AND APPROVED THIS __ DAY OF DECEMBER, 2018.

Mayor

EXHIBIT A

Acquisition of land for the purposes of park and recreational uses and related support services/uses.

CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.:

8H.

AGENDA DATE: December 20, 2018

PRESENTED BY:

ITEM:

Consideration and possible action on a resolution authorizing the City Manager to enter into the First Amendment to the Purchase and Sale Agreement concerning the Purchase Real Estate Contract between the City of Hutto, Texas and the Hutto 79 LLC, for the acquisition of approximately 71.712 acres of land on Highway 79. (Helen Ramirez)

STRATEGIC GUIDE POLICY: Infrastructure & Growth

ITEM BACKGROUND:

The City of Hutto Parks and Recreation Department revised its Parks, Recreation, Open Space and Trails Master Plan in December of 2015 and identified parkland acquisition as a high priority. The City negotiated an agreement with Hutto Highway 79 LLC for the purchase of approximately 71.712 acres of land fronting Highway 79.

The City wishes to amend the agreement with Hutto Highway 79 LLC for the purchase of the land in order to extend the date for closing under the Agreement to May 2, 2019 and provide for additional earnest money of \$200,000.00 to be deposited with the title company on or before December 24, 2018.

BUDGETARY AND FINANCIAL SUMMARY:

Earnest money of \$200,000.00

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

Not applicable.

CITY ATTORNEY REVIEW:

City Attorney has reviewed.

STAFF RECOMMENDATION:

Staff recommends approval.

SUPPORTING MATERIAL:

1. [PSA](#)
2. [Resolution](#)

**FIRST AMENDMENT TO
PURCHASE AND SALE AGREEMENT**

This First Amendment to Purchase and Sale Agreement (this “**First Amendment**”) is made and entered into as of December ____, 2018 by and between Hutto Highway 79 LLC (“**Seller**”) and the City of Hutto, a Texas home rule municipal corporation, (“**Buyer**”).

RECITATIONS

A. Seller and Buyer currently have a Purchase and Sale Agreement with an effective date of October 5, 2018 for certain property described on Exhibit A of the Agreement.

B. Seller and Buyer desire to extend the date for closing under the Agreement and provide for additional earnest money.

AMENDMENTS

1. Section 2.3 entitled “Earnest Money” is amended to provide that, in addition to the earnest money previously deposited, Buyer will deposit with Title Company an additional \$200,000 on or before December 24, 2018. All earnest money shall be applied to the Purchase Price on the Closing of the sale.

2. In the event Buyer terminates the Contract due to:

- (a) a breach of Seller’s warranties set out in Sections 6.1.1, 6.1.2, 6.1.3 or 6.1.4,
- (b) Seller being unable to deliver good and marketable title to the Property at Closing with any title objections by Buyer cured to the satisfaction of Buyer,
- (c) the Phase 1 or Phase 2 environmental review demonstrates environmental objections unacceptable to Buyer,

Then all earnest money shall be returned to Buyer.

In the event Buyer does not close for any reason other than the reasons set out in Section 2, a,b,or c, Buyer shall be entitled to terminate the Contract and Buyer shall forfeit all earnest money to Seller as liquidated damages.

3. Section 8.1, Date of Closing, is amended to provide that the Closing shall be on May 2, 2019.

Dated to the effective this the _____ day of _____, 2018

SELLER:

Hutto Highway 79, LLC

BUYER:

City of Hutto

By: _____
Jonathan Saad, Manager

By: _____
Odis Jones, City Manager

RESOLUTION NO. R-_____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO THE FIRST AMENDMENT TO THE PURCHASE AND SALE AGREEMENT CONCERNING THE PURCHASE REAL ESTATE CONTRACT BETWEEN THE CITY OF HUTTO, TEXAS AND HUTTO HIGHWAY 79 LLC, FOR THE ACQUISITION OF APPROXIMATELY 71.712 ACRES OF LAND ON HIGHWAY 79.

WHEREAS, the City of Hutto Parks and Recreation Department revised its Parks, Recreation, Open Space and Trails Master Plan in December of 2015 and identified parkland acquisition and development as a high priority; and

WHEREAS, the City negotiated an agreement with Hutto Highway 79 LLC for the purchase of approximately 71.712 acres of land fronting Highway 79.

WHEREAS, the City wishes to amend the agreement with Hutto Highway 79 LLC for the purchase of land in order to extend the date for closing under the Agreement and provide for additional earnest money.

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

the Hutto City Council is authorized to enter into a first amendment to a contract between the City and Hutto Highway 79 LLC in order to extend the date of closing to May 2, 2019 and to deposit with Title Company an additional \$200,000 on or before December 24, 2018, to be applied to the Purchase Price on the Closing of the sale of approximately 71.712 acres of land on Highway 79, and the City Manager is authorized to take all appropriate action to close on the purchase of the property.

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

CONSIDERED and RESOLVED by the City Council of the City of Hutto on this the 20th day of **December, 2018**.

THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

ATTEST:

Lisa L. Brown, City Secretary

**CITY OF HUTTO
CITY COUNCIL AGENDA**

AGENDA ITEM NO.:

8I.

AGENDA DATE: December 20, 2018

PRESENTED BY:

ITEM:

Consideration and possible action on a resolution authorizing the City Manager to approve changes in the Co-Op financing agreements. (City Attorney)

STRATEGIC GUIDE POLICY:

ITEM BACKGROUND:

BUDGETARY AND FINANCIAL SUMMARY:

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

CITY ATTORNEY REVIEW:

STAFF RECOMMENDATION:

SUPPORTING MATERIAL:

There are no supporting documents.

CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.: 9A. **AGENDA DATE:** December 20, 2018

PRESENTED BY: Ashley Lumpkin, AICP, Executive
Director, Business & Development
Services

ITEM:

Consideration of a public hearing and possible action on the first reading of an ordinance approving a specific use permit for the property located at 151 West Austin Avenue, 0.56 acres, more or less, of land, Lot 1 of the Austin Avenue Commercial Subdivision, allowing a warehouse and distribution facility in the SD-A zoning district. (Ashley Lumpkin)

STRATEGIC GUIDE POLICY: Infrastructure & Growth

ITEM BACKGROUND:

PROPERTY OWNER: William S. Yates

CURRENT LAND USE: Undeveloped

PROPOSED LAND USE: Warehouse and Distribution Facility Use (Air condition business)

FUTURE LAND USE DESIGNATION: Old Town (Proposed Map) **CURRENT ZONING:** Special District – Arterial (SD-A) **SURROUNDING LAND USE AND ZONING:**

NORTH: Special District – Arterial (SD-A)

SOUTH: Single-Family Standard Lot (SF-1)

EAST: Special District – Arterial (SD-A)

WEST: Single-Family Standard Lot (SF-1)

SUMMARY OF REQUEST

The property is approximately 0.56 acres of land, Lot 1, Austin Avenue Commercial, which is currently undeveloped. The area is located on West Austin Street, generally south of West Front Street and west of South Brushy Street.

The applicant is requesting a specific use permit (SUP) to a low for a warehouse and distribution facility use on the property for an air-conditioning and heating business. The hours of operation

will be from 7 AM – 8 PM, with very low traffic.

A Specific Use Permit request is evaluated with the following criteria:

- The proposed use conforms to this code and is consistent with the comprehensive, neighborhood and other applicable land use and development plans.
- The current Future Land Use Map identifies this area as Old Town. The requested use is in compliance.
- The proposed use is compatible with existing and permitted uses in the surrounding area and would not adversely affect property near the site.
- The proposed use is permitted by SUP in the SD-A zoning district per UDC. The property would abut to backyards of residential homes in the Legends of Hutto subdivision.
- The property will be required to come into compliance with current development standards and the approved PUD.
- The site is a legal building lot.
- The property is a legally platted and appropriate for development.

Site plan, building plans and landscaping will be reviewed for code compliance during the permitting process. A specific use permit approval does not run with the land, and expires with the end of the approved use.

All property owners within 200-feet have been notified by mail of the proposed specific use permit request. If responses are submitted staff will share them at the meeting, at the time of publishing the packet, staff had not received any communication for or against the request. Published notice of the request was placed in the Taylor Daily Press and on the City of Hutto website.

BUDGETARY AND FINANCIAL SUMMARY:

Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

The Planning and Zoning Commission recommended approval to City Council on December 4, 2018.

CITY ATTORNEY REVIEW:

Not applicable.

STAFF RECOMMENDATION:

Staff recommends that the Council approve the first reading of the ordinance. The Council may dispense with the second reading of the ordinance.

SUPPORTING MATERIAL:

1. [Pic 4](#)
2. [Pic 3](#)
3. [Pic 2](#)
4. [Pic 1](#)
5. [Survey](#)
6. [SUP Application](#)
7. [Site Layout](#)
8. [BldgDimensions](#)
9. [Deed](#)
10. [Letter of Intent](#)
11. [Notice](#)
12. [Ordinance](#)
13. [Site Map](#)



131 Austin Ave
Hutto

* This
is the
neighbor to us









SPECIFIC USE PERMIT APPLICATION

Must be accompanied by a
Master Application
January 2018

City of Hutto Development Services
210 US 79 East #103 Hutto TX 78634
512-759-3479 Planning
512-846-2640 Permits & Inspections
512-759-4022 Engineering
planning@huttotx.gov
building@huttotx.gov
www.huttotx.gov

PROJECT NAME: Million A/c A/c & heating
PROPERTY ADDRESS: 151 W. Austin Ave Hutto, Tx 78634
Current zoning district: SD-A Current Use: LAND
Proposed Use: Warehouse Code reference for specific use permit requirement: _____
Current zoning: North of property: SD-A South of property: SF-1
East of property: SD-A West of property: SF-1

FEES ☐ All required fees may be provided by cash, credit card (plus additional fee) or check made payable to: City of Hutto

REQUIRED FOR SUBMITTAL

All items listed must be included with application, unless otherwise noted.

- ☒ Complete Master application and Specific Use Permit application.
- ☒ Applicant has coordinated with staff on submittal requirements.
- ☒ Proof of ownership (copy of deed).
- ☒ Sketch of property by a registered professional land surveyor on (1) 8 1/2" x 11".
- ☒ Letter of intent explaining reason(s) for request.
- ☒ List of all property owners (from WCAD) within 200-ft of subject property.

REVIEW CRITERIA

- ☐ Uses requiring a specific use permit are listed in the permitted use tables of the UDC.
- ☐ Proposed use conforms to code requirements and is consistent with the comprehensive plan, community, neighborhood and other applicable land use and development plans.
- ☐ Proposed use is compatible with existing and permitted uses in the surrounding area and would not adversely affect property near the site.
- ☐ Site is a legal building lot.

PROCESSING

- ☐ Application intake, staff review and determination that it is complete, meeting scheduling, public notification (mailed/published/website notification).
- ☐ Notification required 16 days prior to scheduled meeting date (published).
- ☐ Notification required 16 days prior to scheduled meeting date (mailed).
- ☐ All final documents related to commission action are required 10 days prior to scheduled meeting date.
- ☐ All final documents related to city council action are required 10 days prior to scheduled meeting date.

FOR DEPARTMENT USE ONLY:

Submittal date	Date accepted for review	Check No.	Fees paid	PZ Mtg. date	CC Mtg. date



MASTER APPLICATION

Must accompany all application types
Unless otherwise indicated
February 2016

City of Hutto Development Services
210 US 79 East #103 Hutto TX 78634
512-759-3479 Planning
512-846-2640 Permits & Inspections
512-759-4022 Engineering
512-759-5962 Fax
planning@huttotx.gov
building@huttotx.gov
www.huttotx.gov

PROJECT NAME: Million-Air Office APPLICATION TYPE New Construction

APPLICANT INFORMATION (property owner or authorized agent) This will be the City's official contact

Name: William S. Yates

Company Name: Million-Air Air & Htg

Address: 3034 John Wilson Lane Round Rock, TX - 78664

Phone: (512) 218-3904 Email: millionairac@gmail.com

PROPERTY INFORMATION

Address: 151 W. Austin Ave Hutto, Texas 78634

Legal Description: Lot(s) 1 Block Subdivision Legends OF Hutto Section 3

Deed Reference: Volume Page(s) or Document No.

City Limits or ETJ: City Limits Current Zoning District: SD-A

PROPERTY OWNER INFORMATION

Name: William S Yates

Company Name: Million-Air Air & Htg

Address:

Phone: (512) 740-4818 Email: millionairac@gmail.com

PROPERTY OWNER CONSENT/AGENT AUTHORIZATION

By my signature I hereby affirm that I am the property owner of record, or if the applicant is an organization or business entity, that authorization has been granted to represent the owner, organization or business in this application. I certify that the preceding information is complete and accurate, and it is understood that I agree to the submittal of this application. Additionally, my signature below indicates my awareness of the fee(s) required at the time of application submittal and that this fee(s) is non-refundable even in the event of application withdrawal or if reviewed and denied.

By signing this form, the owner of the property authorizes the City of Hutto to begin proceedings in accordance with the process for the type of application indicated on page one of this application. The owner further acknowledges that submittal of an application does not in any way obligate the City to approve the application and that although City staff may make certain recommendations regarding this application, the City Council may not follow that recommendation and may make a final decision that does not conform to the staff's recommendation.

William S Yates
Property Owner Signature

William S. Yates
Property Owner Printed Name

10-10-18
Date

THE STATE OF TEXAS

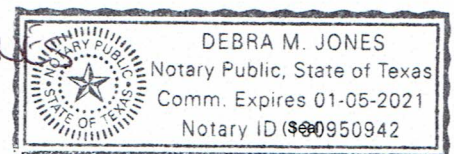
COUNTY OF Williamson

Before me, the undersigned authority, on this day personally appeared William S. Yates, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed.

Given under my hand and seal of office this 10th day of October, 2018 A.D.

Debra M. Jones
Notary Public Signature

DEBRA M. JONES
Notary Public Printed Name



JOB NO: 17'56
DRAWN: RCG
F.C.: JG/GR

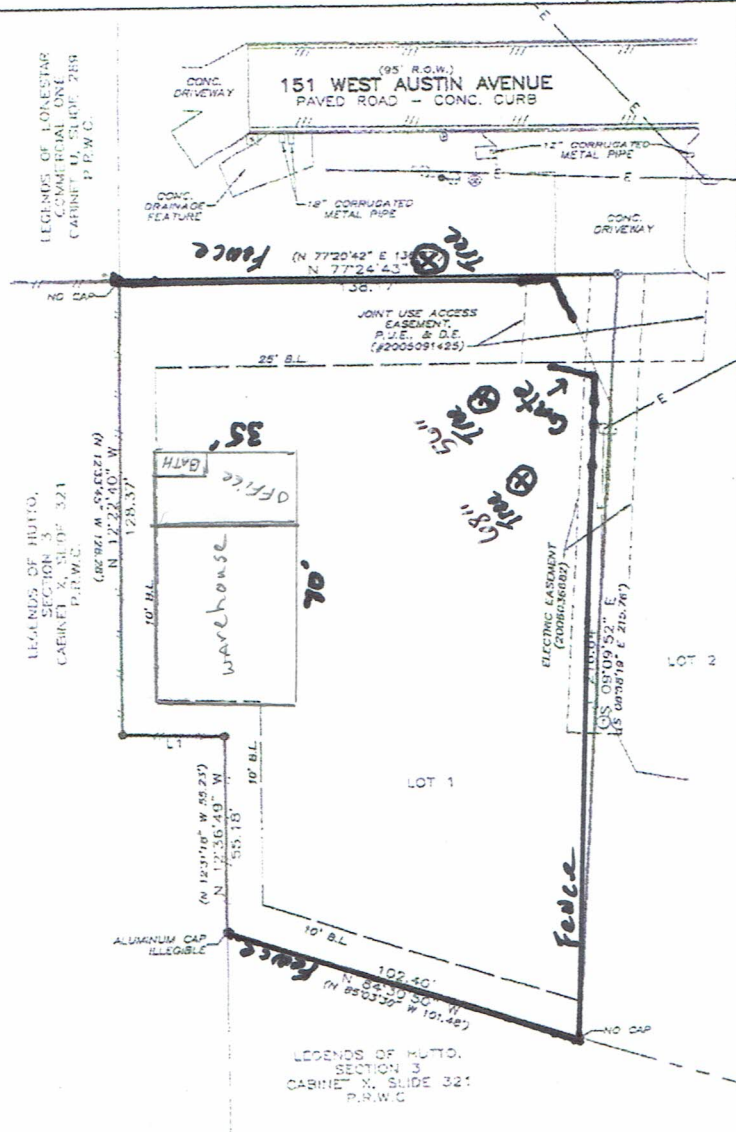
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P. W. C.

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Scale: 1" = 30'
BEARINGS CITED HEREON BASED ON
TEXAS STATE PLANE COORDINATE
SYSTEM, NORTH AMERICAN DATUM
1983/83, TEXAS CENTRAL ZONE.

[illegible]

LINE TABLE		
NUMBER	DIRECTION	DISTANCE
L1	S 79°18'58" W	28.34'

RECORD LINE TABLE		
NUMBER	DIRECTION	DISTANCE
L1	S 79°38'20" W	28.10'

William S. YS

NOTE:
ALL BUILDING SETBACK LINES SHOWN HEREON ARE PER THE PLAT OF RECORD - CASHEM RD. SLIDE 20. P.P.W.C.

CERTIFY TO: INDEPENDENCE TITLE / TITLE RESOURCES GUARANT
1705028-KFO
STATE OF TEXAS
COUNTY OF WILLIAMSON

THAT SURVEYOR FOR TEXAS LAND SURVEYING, INC., HAVE THIS DATE CAUSED TO BE PERFORMED AN ON-THE-GROUND SURVEY UNDER MY SUPERVISION OF THE FOREGOING TRACT OF LAND AND TO THE BEST OF MY KNOWLEDGE AND BELIEF THERE ARE NO DISCREPANCIES, CONFLICTS, ENCROACHMENTS, IN AREA, ENCROACHMENTS, VISIBLE UTILITY LINES OR ROADS IN AND THAT SAID PROPERTY HAS ACCESS TO AND FROM A DEDICATED ROADWAY, EXCEPT AS SHOWN HEREON.

Texas Land Surveying, Inc.

-A Land Surveying and Geoscience Firm-
3613 Williams Drive, Suite 903 - Georgetown, Texas 78626
(512) 930-1600/(512) 930-9359 fax www.texas-3.com
T&B'S FIRM NO.10055200 GEOSCIENCE FIRM NO.50538

THIS DOCUMENT CONTAINS NEITHER RECOMMENDATIONS NOR THE UNOFFICIAL OPINIONS OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA. IT IS THE PROPERTY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA AND IS LOANED TO YOUR AGENCY; IT AND ITS CONTENTS ARE NOT TO BE DISTRIBUTED OUTSIDE YOUR AGENCY.

THIS AREA DOES NOT APPEAR TO BE IN
SPECIAL FLOOD HAZARD AREAS PER
FEMA'S FLOOD INSURANCE RATE MAP
#18481C0520C, DATED SEPT. 28, 2005.
THIS STATEMENT IS NOT MADE IN LIEU
OF AN ELEVATION CERTIFICATE.

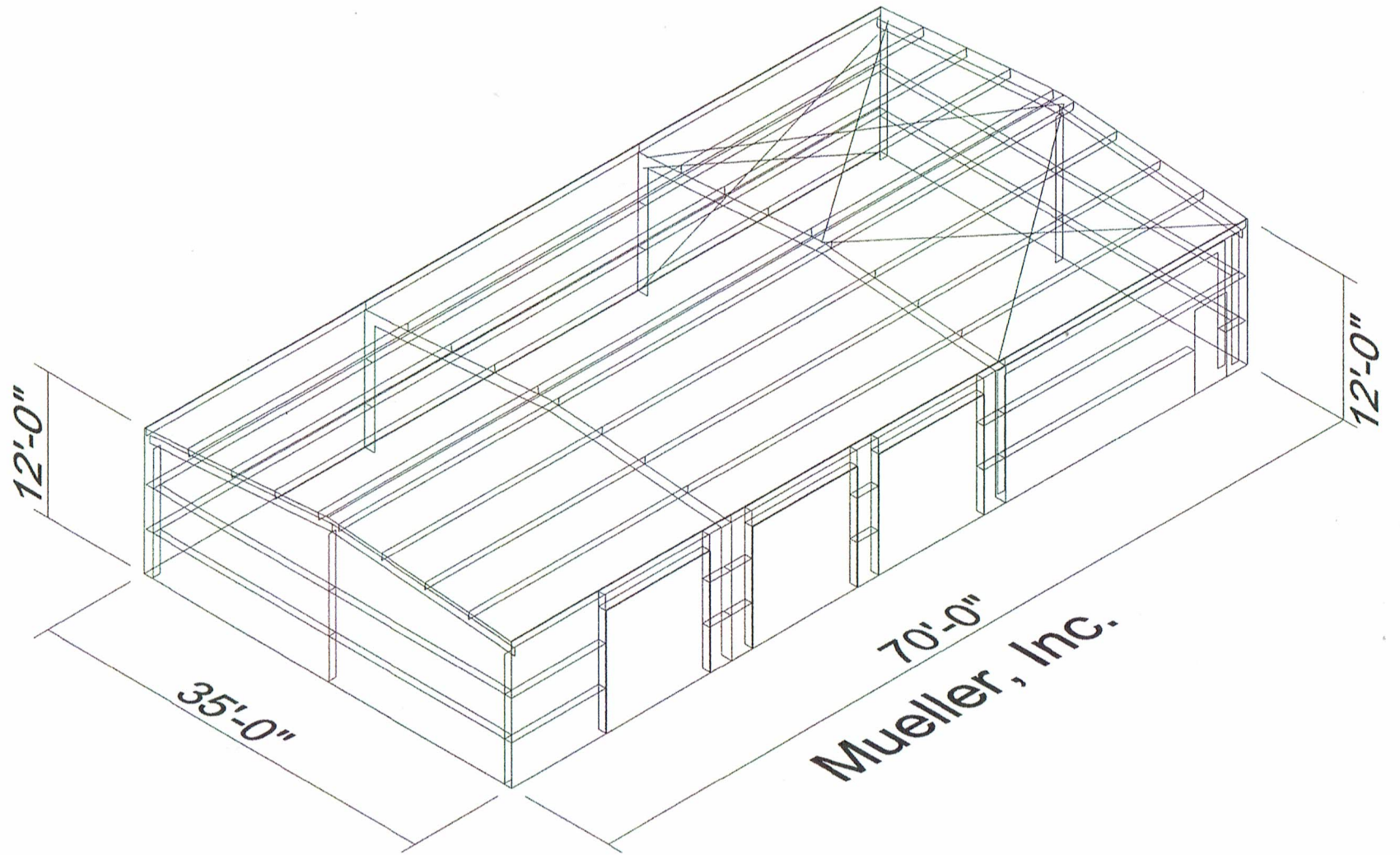


Witness my hand and seal this the
5th Day of March, 2017 A.D.

13.33' per γ_4 "

I. Site plan

A-F



15/ 1706028KFO/CW

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

Warranty Deed with Vendor's Lien

Date: March 20, 2017

Grantor: RJ Commercial Holdings, Inc.

Grantee: William S. Yates

Grantee's Mailing Address:

3034 John Wilson Lane, Round Rock, TX 78664

Consideration:

Cash and a note of even date executed by Grantee and payable to the order of Randolph-Brooks Federal Credit Union in the principal amount of SEVENTY SIX THOUSAND AND NO/100 DOLLARS (\$76,000.00). The note is secured by a first and superior vendor's lien and superior title retained in this deed in favor of Randolph-Brooks Federal Credit Union and by a first-lien deed of trust of even date from Grantee to Miguel Maldonado, trustee.

Property (including any improvements):

Lot 1, AUSTIN AVENUE COMMERCIAL, according to the map or plat thereof, recorded in Cabinet BB, Slide 20, Plat Records, Williamson County, Texas.

Reservations from Conveyance:

None

Exceptions to Conveyance and Warranty:

Subject to the easements, assessments, restrictions, mineral interests, and covenants of record against the hereinbefore described property, if any

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

The vendor's lien against and superior title to the Property are retained until each note described is fully paid according to its terms, at which time this deed will become absolute.

Randolph-Brooks Federal Credit Union, at Grantee's request, has paid in cash to Grantor that portion of the purchase price of the Property that is evidenced by the note. The first and superior vendor's lien against and superior title to the Property are retained for the benefit of Randolph-Brooks Federal Credit Union and are transferred to Randolph-Brooks Federal Credit Union without recourse against Grantor.

When the context requires, singular nouns and pronouns include the plural.

RJ Commercial Holdings, Inc.

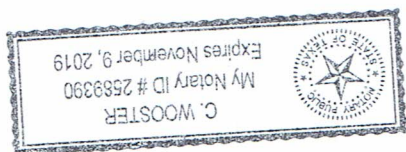


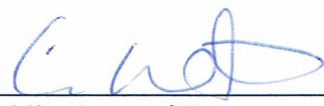
Jose Puente, Treasurer

STATE OF TEXAS)

COUNTY OF TRAVIS)

This instrument was acknowledged before me on March 24, 2017, by Jose Puente, Treasurer on behalf of RJ Commercial Holdings, Inc., a Texas corporation.

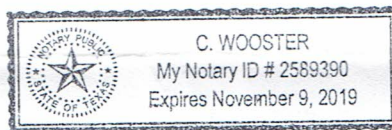




Notary Public, State of Texas
My commission expires:

AFTER RECORDING RETURN TO:

Independence Title
203 West Main Street, Unit A
Pflugerville, Texas 78660



**ELECTRONICALLY RECORDED
OFFICIAL PUBLIC RECORDS**

2017025863

Pages: 3 Fee: \$25.00

03/24/2017 03:26 PM



Nancy E. Rister

Nancy E. Rister, County Clerk
Williamson County, Texas

- Letter of Intent -

I would like to open an air-conditioning and heating business at 151 W. Austin Ave in Hutto, Texas. We are very excited to be a part of the Hutto Community. The hours of operation will be 7am-8pm.

The Warehouse would consist of an office area and a warehouse for storage, materials and for days we need to build ductwork and stuff for jobs. The guys would be coming in each morning to load the equipment on the trucks and again at the end of the day to unload.

There will be no doors on the back of building. We will have cameras to monitor building. There will be very low traffic, we are not a retail shop. We will have a trailer stored outside of warehouse.

PUBLIC NOTICE NOTICE OF A PUBLIC HEARING

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

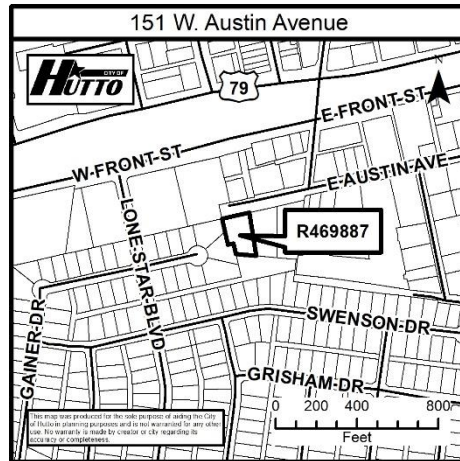
The request for a Specific Use Permit to allow warehouse and distribution facility use within the SD-A (Special District – Arterial) zoning district at 151 West Austin Avenue, 0.56 acres, more or less, of land, Lot 1 of the Austin Avenue Commercial Subdivision.

A public hearing will be held on
December 20, 2018 at 7:00 p.m.

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

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

Publication Date: December 2, 2018



ORDINANCE NO.

AN ORDINANCE GRANTING A SPECIFIC USE PERMIT TO ALLOW WAREHOUSE AND DISTRIBUTING FACILITY USE IN THE SD-A (SPECIAL DISTRICT-ARTERIAL) ZONING DISTRICT ON THE PROPERTY KNOWN AS 151 WEST AUSTIN AVENUE, 0.56 ACRES, MORE OR LESS, OF LAND, LOT 1 OF THE AUSTIN AVENUE COMMERCIAL SUBDIVISION, BEING MORE PARTICULARLY DESCRIBED IN EXHIBIT "A", ATTACHED HERETO AND INCORPORATED HEREIN; PROVIDING FOR A PUBLICATION CLAUSE, SEVERABILITY CLAUSE, REPEALING CLAUSE, OPEN MEETING CLAUSE, PENALTY CLAUSE AND EFFECTIVE DATE.

WHEREAS, a request has been made to the City Council of the City of Hutto, Texas to grant a Specific Use Permit to allow warehouse and distribution facility use in the SD-A (Special District-Arterial) zoning district on the property known 151 West Austin Avenue, Lot 1 of the Austin Avenue Commercial Subdivision, described in Exhibit "A", being attached hereto and incorporated herein, and;

WHEREAS, on the 4th day of December, 2018, after proper notification, the Planning and Zoning Commission held a public hearing on the proposed Specific Use Permit request, and;

WHEREAS, the Planning and Zoning Commission recommended approval of the proposed Specific Use Permit request on the 4th day of December, 2018, and;

WHEREAS, on the 20th day of December, 2018, after proper notification, the City Council held a public hearing on the proposed Specific Use Permit request, and;

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

WHEREAS, each and every requirement set forth in Chapter 211, Sub-Chapter A., Texas Local Government Code, and Article 14.02.002, Code of Ordinances (2007 Edition), City of Hutto, Texas concerning public notices, hearings, and other procedural matters has been fully complied with, Now therefore

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

SECTION I.

1.

In accordance with the Unified Development Code Sections 10.203.18 and 10.204.2, the City Council has considered and made findings on the following matters regarding the proposed Specific Use Permit request:

10.203.18.3 Criteria

- The proposed use conforms to the Unified Development Code and is consistent with the comprehensive, neighborhood and other applicable land use and development plans.
- The proposed use is compatible with existing and permitted uses in the surrounding area and would not adversely affect property near the site.
- The site is a legal building lot.

10.203.18.5 Conditions

- The Planning and Zoning Commission and/or City Council may impose conditions on a specific use permit.
- Specific use permit approval does not run with the land, and expires with the end of the approved use.

10.203.18.6 Amendments

- Technical or engineering considerations during construction may call for minor deviations from approved specific use permits. Development Services staff may approve minor deviations if they conform to City regulations, and are consistent with the intent of the original specific use permit approval.
- Changes to approved specific use permits that Development Services staff finds are not minor deviations, including Planning and Zoning Commission imposed conditions, require approval through specific use permit review process, requiring a new application.

10.204.2 Effective date and expiration

- Specific use permits expire one (1) year from the date of approval by City Council.

2.

This Specific Use Permit request is subject to the conditions as identified by the City Council and incorporated herein. No permits shall be issued unless all of the following requirements are satisfied:

- Any future development, other than the use specified for this request, on the lot is required to obtain City Council approval prior to permitting.

SECTION II. Publication Clause

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

SECTION III. Severability Clause

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

SECTION IV. Repealing Clause

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

SECTION V. Open Meeting Clause

The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this ordinance and the subject hereof were

discussed, considered, and formerly acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

SECTION VI. Effective Date

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

READ and **APPROVED** on first reading on this the **20th** day of **December, 2018** at a meeting of the Hutto, Texas City Council; there being a quorum present.

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

READ, PASSED and **ADOPTED** on first reading of ordinance this **20th** day of **December, 2018** at a meeting of the Hutto, Texas City Council; there being a quorum present.

THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

Attest:

Lisa L. Brown, City Secretary

151 W. Austin Avenue



151 W. Austin Avenue



CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.:

9B.

AGENDA DATE: December 20, 2018

PRESENTED BY:

Ashley Lumpkin, AICP, Executive
Director, Business & Development
Services

ITEM:

Consideration of a public hearing and possible action on the first reading of an ordinance amending the Code of Ordinances (2014 Edition), Chapter 16, Article 16.02 Unified Development Code (UDC) Chapter 10 Section 10.406.7: Industrial Building Design and Section 10.407.5: Required Landscaping. (Ashley Lumpkin)

STRATEGIC GUIDE POLICY: Infrastructure & Growth

ITEM BACKGROUND:

The following is a City initiated amendment of the Code of Ordinances (2018 edition), Chapter 16, Article 6.02 Unified Development Code (UDC), Chapter 4, Section 10.406, industrial design standards and 10.407 and required landscaping.

This is an amendment to the Industrial Design Standards section of the UDC. The proposed code changes allow for tilt wall construction and revise the landscaping required for industrial buildings. The requirements now apply to all industrial buildings, as opposed to only applying to buildings under 200,000 square feet currently.

The landscaping requirement proposed allows for the developer to only plant 50% of the requirement and pay \$150/inch for the difference. The other changes are general cleanup and clarification on requirements.

BUDGETARY AND FINANCIAL SUMMARY:

Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

The Planning and Zoning Commission recommended approval to City Council on December 4, 2018. The motion passed unanimously.

CITY ATTORNEY REVIEW:

Not applicable.

STAFF RECOMMENDATION:

Staff recommends approval.

SUPPORTING MATERIAL:

1. [Amendment Language](#)
2. [Ordinance](#)
3. [Notice Posted](#)



Unified Development Code

City of Hutto Code of Ordinances

Chapter 16

(amended: 03-2018)

10.406.7 Industrial building design

10.406.7.1 Intent

The public infrequently visits industrial sites. However, industrial areas are often quite visible to the city's residents and visitors. Quality architectural design creates a professional environment that reflects positively on Hutto and its businesses. ~~This section shall not apply to industrial structures over 200,000 sq. ft. in area.~~

10.406.7.2 Character and image

- In industrial parks, where there will be more than one building, each building must include predominant characteristics shared by all buildings in the development, so the development forms consistent architectural theme and creates a cohesive place.
- Distinct groups of buildings on a site must share a common, identifiable, complementary design or style. This includes accessory structures such as freestanding canopies, accessory and maintenance buildings, and dumpster enclosures.

10.406.7.3 Form and mass

A single, large, dominant building mass should be avoided in new buildings and, as much as possible, in projects involving changes to the mass of existing buildings. Changes in mass must be related to entrances, the integral structure and/or the organization of interior spaces and activities and not merely for cosmetic effect or architectural style.

10.406.7.4 Exterior walls and façades

10.406.7.4.1 Pattern

Façades and walls must include a repeating pattern with an expression of architectural or structural bays through a change in plane, such as an offset, reveal, pilaster, projecting ribs, fenestration patterns, or piers; and any of the following elements:

- color change
- texture change
- material module change

All elements must repeat at intervals of no more than 30 ft.

10.406.7.4.2 Four sided design

All façades and walls must include materials and design characteristics consistent with those on the front façade. Inferior or lesser quality materials for side or rear walls are prohibited.

10.406.7.4.3 Garage doors

Bay doors must be screened using an architecturally integrated wing walls, carefully placed berms on the site, or other effective screening and site planning techniques, or otherwise sited so visibility from the public right-of-way is minimized. Bay doors must be integrated into the overall design theme of the site with color, texture, and windows. Segmented garage bay doors with windows are preferred to roll-up garage doors.

10.46.7.4.4 Primary building entrances

Primary building entrances must be clearly defined and recessed or framed by a sheltering element such as an awning, arcade or portico to provide shelter from the sun and inclement weather.

10.406.7.5 Building roofs

10.406.7.5.1 Green roofs

Green roofs and solar panels are strongly encouraged.

10.406.7.6 Materials and color

10.406.7.6.1 Building materials

- Durable, high quality building materials must be used. Brick, stone, split-face CMU, EIFS, detailed tilt-up/precast concrete panels, and building-integrated photovoltaics (BIPV) are examples of appropriate building materials.
- T-1-11 and other plywood-based siding materials are prohibited.
- Except for tilt-up/precast concrete panels, ~~P~~prefabricated and pre-engineered metal buildings and panels are prohibited.

10.406.7.6.2 Building colors

- Building colors must be low reflecting, muted and neutral or earth toned. Roof colors must be muted and compatible with the dominant building color.
- High intensity colors, metallic colors, black-~~or grey~~, fluorescent colors, single color schemes and groups of stripes are prohibited as the predominant building color or color scheme.
- Brighter high-intensity colors, and black-~~or grey~~, may only be used on building trim and accents.

10.406.7.6.3 Material or color changes

Material or color changes must occur only at a change of plane or reveal line. Piecemeal embellishment and frequent material changes are prohibited.



Industrial building design: appropriate



Industrial building design: appropriate



Industrial building design: appropriate



Industrial building design: appropriate

10.406.7.7 Mechanical equipment screening

- Rooftop mechanical equipment must be hidden or screened with architecturally integral elements at least as high as the equipment to be screened. Makeshift equipment screens, such as wooden or plastic fences, are prohibited.
- Ground mounted mechanical equipment must be hidden or screened with architecturally integral wing walls and/or landscaping.
- Solar panels are exempt from mechanical equipment screening standards.

10.406.7.8 Utility equipment screening

- Electrical meters, switch boxes, panels, conduit, and related utility equipment must be placed in the most inconspicuous location possible and screened with architecturally integral wing walls and/or landscaping.
- Utility equipment must be painted or coated to match the color of the mounting surface.
- ~~Utility equipment located in an area that may be frequently seen by the general public must be screened with a wing wall architecturally integrated into the host structure.~~

10.407 Landscaping

10.407.5 Required landscaping-non-residential and 5+ household residential development

10.407.5.1 Minimum landscaped area

Parcels with a non-residential use or 5+ household residential structures must be landscaped as follows. Additional plants may be required per bufferyard standards in Section 10.403.6, and mechanical equipment screening requirements.

10.407.5.1.1 *Minimum percentage*

A minimum percentage of the total area being developed shall be landscaped in accordance with the following percentages:

- Commercial uses: 15%
- Multifamily dwellings: 20%
- Office and professional uses: 15%
- Institutional and civic uses: 15%
- Industrial or manufacturing uses: 10%

10.407.5.1.2 *Tree and shrub requirement* for commercial, multifamily, office and professional and institutional and civic uses.

For every 500 square feet of landscaping required, or portion thereof, at least two (2) large trees and four (4) shrubs are required. Two (2) small ornamental trees may be substituted for one (1) required large tree, not to exceed 50% of the required large trees.

10.407.5.1.3 *Tree and shrub requirements for industrial or manufacturing uses*

For property that is zoned Light Industrial (LI) or Heavy Industrial (HI), the property is eligible for a fee in lieu of planting requirement for up to 50% of the required replacement. The fee will be \$150/inch owed.

10.407.5.1.43 *Detention areas*

Detention areas shall not be counted toward the required minimum landscaped area.

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ORDINANCE NO.

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS AMENDING THE CODE OF ORDINANCES (2014 EDITION), CHAPTER 16, ARTICLE 16.02 UNIFIED DEVELOPMENT CODE (UDC) CHAPTER 10, SECTION 10.406.7: INDUSTRIAL BUILDING DESIGN AND SECTION 10.407.5: REQUIRED LANDSCAPING; REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an amendment has been presented to the City Council of the City of Hutto, Texas to amend the Code of Ordinances (2014 Edition), Chapter 16, Article 16.02 Unified Development Code (UDC), incorporating amendments into Chapter 10, Section 10.406.7 and 10.407.5, and;

WHEREAS, the Planning and Zoning Commission recommended approval of the proposed amendment on the 4th day of December, 2018, and;

WHEREAS, on the 20th day of December, 2018, after proper notification, the City Council held a public hearing on the proposed amendment, and;

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

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

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

SECTION I.

1.

That the Code of Ordinances (2014 Edition), Chapter 16, Article 16.02 Hutto Unified Development Code (UDC), Chapter 10, Section 10.406.7 is hereby amended to include the changes described in **Exhibit "A"** attached hereto and incorporated herein.

2.

That the Code of Ordinances (2014 Edition), Chapter 16, Article 16.02 Hutto Unified Development Code (UDC), Chapter 10, Section 10.407.5 is hereby amended to include the changes described in **Exhibit "A"** attached hereto and incorporated herein.

SECTION II. Publication Clause

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

SECTION III. Severability Clause

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SECTION VI. Effective Date

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

READ and **APPROVED** on first reading on this the **20th** day of **December, 2018** at a meeting of the Hutto, Texas City Council; there being a quorum present.

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

READ, PASSED and **ADOPTED** on first reading of ordinance this **20th** day of **December, 2018** at a meeting of the Hutto, Texas City Council; there being a quorum present.

THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

Attest:

Lisa L. Brown, City Secretary

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Industrial building design: appropriate



Industrial building design: appropriate



Industrial building design: appropriate

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- Electrical meters, switch boxes, panels, conduit, and related utility equipment must be placed in the most inconspicuous location possible and screened with architecturally integral wing walls and/or landscaping.
- Utility equipment must be painted or coated to match the color of the mounting surface.
- ~~Utility equipment located in an area that may be frequently seen by the general public must be screened with a wing wall architecturally integrated into the host structure.~~

10.407 Landscaping

10.407.5 Required landscaping-non-residential and 5+ household residential development

10.407.5.1 Minimum landscaped area

Parcels with a non-residential use or 5+ household residential structures must be landscaped as follows. Additional plants may be required per bufferyard standards in Section 10.403.6, and mechanical equipment screening requirements.

10.407.5.1.1 *Minimum percentage*

A minimum percentage of the total area being developed shall be landscaped in accordance with the following percentages:

- Commercial uses: 15%
- Multifamily dwellings: 20%
- Office and professional uses: 15%
- Institutional and civic uses: 15%
- Industrial or manufacturing uses: 10%

10.407.5.1.2 *Tree and shrub requirement* for commercial, multifamily, office and professional and institutional and civic uses.

For every 500 square feet of landscaping required, or portion thereof, at least two (2) large trees and four (4) shrubs are required. Two (2) small ornamental trees may be substituted for one (1) required large tree, not to exceed 50% of the required large trees.

10.407.5.1.3 *Tree and shrub requirements for industrial or manufacturing uses*

For property that is zoned Light Industrial (LI) or Heavy Industrial (HI), the property is eligible for a fee in lieu of planting requirement for up to 50% of the required replacement. The fee will be \$150/inch owed.

10.407.5.1.43 *Detention areas*

Detention areas shall not be counted toward the required minimum landscaped area.

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**PUBLIC NOTICE
NOTICE OF A PUBLIC HEARING**

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

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS AMENDING THE CODE OF ORDINANCES (2014 EDITION), CHAPTER 16, ARTICLE 16.02 UNIFIED DEVELOPMENT CODE (UDC) CHAPTER 10 SECTION 10.406.7 INDUSTRIAL BUILDING DESIGN AND SECTION 10.407.5 REQUIRED LANDSCAPING, REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS, AND ESTABLISHING AN EFFECTIVE DATE.

A public hearing will be held on December 20, 2018 at 7:00 p.m.

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

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

CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.: 9C. **AGENDA DATE:** December 20, 2018

PRESENTED BY: Matt Rector

ITEM:

Consideration and possible action on the reading of an ordinance amending the Code of Ordinances, Chapter 22, Article 22.03 Operation of Vehicles, Section 22.03.034 School Zones and Article 22.07 Traffic Schedules, Section 22.07.002 School Zones. (Matt Rector)

STRATEGIC GUIDE POLICY: Public Safety

ITEM BACKGROUND:

In 2016 the City retained Kimley-Horn and Associates to conduct a School Speed Zone Study to evaluate existing school zones in the City as well as establishing criteria for school zones. The purpose of this ordinance amendment is to update the outdated information in the existing ordinances and provide clarity for the future.

BUDGETARY AND FINANCIAL SUMMARY:

No budget or financial impacts are related to this item.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

Not applicable.

CITY ATTORNEY REVIEW:

The City Attorney has reviewed and all comments have been satisfied.

STAFF RECOMMENDATION:

Staff recommends the adoption of the ordinance.

SUPPORTING MATERIAL:

There are no supporting documents.

CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.: 9D. **AGENDA DATE:** December 20, 2018

PRESENTED BY: Matt Rector

ITEM:

Consideration and possible action on adopting a Flood Damage Prevention Ordinance. (Matt Rector)

STRATEGIC GUIDE POLICY: Public Safety

ITEM BACKGROUND:

To participate in the National Flood Insurance Program, a community must adopt and enforce at least minimum standards mandated by Congress in 44 Code of Federal Regulations 60.3. The adoption of this ordinance meets and in some cases exceeds the standards required by 44 CFR 60.3 and complies with the requirements set for by Texas Water Development Board.

BUDGETARY AND FINANCIAL SUMMARY:

There is no budgetary or financial impact from this item.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

Not applicable.

CITY ATTORNEY REVIEW:

The City Attorney has completed their review and all comments have been satisfied.

STAFF RECOMMENDATION:

Staff recommends the adoption of the ordinance.

SUPPORTING MATERIAL:

1. [Ordinance](#)

FLOOD DAMAGE PREVENTION ORDINANCE

ARTICLE I

STATUTORY AUTHORIZATION, FINDINGS OF FACT, PURPOSE AND METHODS

SECTION I. STATUTORY AUTHORIZATION

The Legislature of the State of Texas has in the Flood Control Insurance Act, Texas Water Code, Section 16.315, delegated the responsibility of local governmental units to adopt regulations designed to minimize flood losses. Therefore, the City Council of Hutto, Texas (referred to herein as “Hutto” or “city”) does ordain as follows:

SECTION II. FINDINGS OF FACT

- (1) The flood hazard areas of Hutto are subject to periodic inundation, which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, and extraordinary public expenditures for flood protection and relief, all of which adversely affect the public health, safety and general welfare.
- (2) These flood losses are created by the cumulative effect of obstructions in floodplains which cause an increase in flood heights and velocities, and by the occupancy of flood hazard areas by uses vulnerable to floods and hazardous to other lands because they are inadequately elevated, flood-proofed or otherwise protected from flood damage.

SECTION III. STATEMENT OF PURPOSE

- (1) It is the purpose of this ordinance to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:
 - (A) Protect human life and health;
 - (B) Minimize expenditure of public money for costly flood control projects;
 - (C) Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
 - (D) Minimize prolonged business interruptions;
 - (E) Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;

(F) Help maintain a stable tax base by providing for the sound use and development of flood-prone areas in such a manner as to minimize future flood blight areas; and

(G) Ensure that potential buyers are notified that property is in a flood area.

- (2) The degree of regulation for flood protection established by this ordinance is considered reasonable for regulatory purposes and is based on maps promulgated by FEMA that are required to be used as a condition of obtaining flood insurance. These maps are based on scientific and engineering considerations. On rare occasions greater floods can and will occur and flood heights may be increased by man-made or natural causes. Neither the regulations in this ordinance nor the issuance of permits or other approvals granted pursuant to this ordinance are intended to imply that lands outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damage.
- (3) These rules and regulations shall be applicable throughout Hutto. The Hutto special flood hazard areas identified by the effective version of the FEMA scientific and engineering report with accompanying flood insurance rate maps and flood boundary-floodway maps, and any subsequent revisions or amendments thereto are hereby adopted by referenced and declared to be a part of this ordinance. The provisions of this ordinance shall take precedence over any less restrictive conflicting laws, ordinances, codes, or official determinations. For purposes of this ordinance, the city engineer shall determine which of these conflicting laws are most restrictive and that decision shall be final.
- (4) The FIS and the FIRM, and any subsequent revisions or amendments thereto that are being administered as provided in this ordinance, are available for public inspection in the office of the city engineer during normal business hours. The city engineer shall be custodian of these records for all purposes. Maps may also be made available on the Hutto website, but in the event of any conflict, the maps in the office of the city engineer shall control and are the official version.

SECTION IV. METHODS OF REDUCING FLOOD LOSSES

This ordinance provides a regulatory system to monitor the review of plats and permits to reduce the likelihood that development within Hutto will increase the dangers of flooding. To accomplish its purposes, this ordinance uses the following methods:

- (1) Restrict or prohibit land uses that are dangerous to health, safety or property in times of flood, or cause excessive increases in flood heights or velocities;
- (2) Require that land uses vulnerable to floods, including facilities which serve such land uses, be protected against flood damage at the time of initial construction;
- (3) Maintain control of the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of flood waters;
- (4) Mitigation of filling, grading, dredging and other development which may increase flood damage; and

- (5) Prevent or regulate the construction of flood barriers that will unnaturally divert flood waters or that may increase flood hazards to other lands.

ARTICLE 2

DEFINITIONS

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted to give them the meaning they have in common usage and to give this ordinance its most reasonable application.

APPEAL BOARD – means the Planning and Zoning Commission of the City of Hutto as appointed by the City Council

APPURTENANT STRUCTURE – means a structure which is on the same parcel of property as the principal structure to be insured and the use of which is incidental to the use of the principal structure

AREA OF SHALLOW FLOODING - means a designated AO, AH, AR/AO, AR/AH, or VO zone on a community's Flood Insurance Rate Map (FIRM) with a one (1) percent or greater annual chance of flooding to an average depth of 1 to 3 feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

AREA OF SPECIAL FLOOD HAZARD – is the land in the floodplain within a community subject to a one (1) percent or greater chance of flooding in any given year. The area may be designated as Zone A on the Flood Hazard Boundary Map (FHBM). After detailed rate making has been completed in preparation for publication of the FIRM, Zone A usually is refined into Zones A, AO, AH, A1-30, AE, A99, AR, AR/A1-30, AR/AE, AR/AO, AR/AH, AR/A, VO, V1-30, VE or V.

BASE FLOOD – means the flood having a one-percent chance of being equaled or exceeded in any given year.

BASE FLOOD ELEVATION (BFE) – The elevation shown on the Flood Insurance Rate Map (FIRM) and found in the accompanying Flood Insurance Study (FIS) for Zones A, AE, AH, A1-A30, AR, V1-V30, or VE that indicates the water surface elevation resulting from the flood that has a one (1) percent chance of equaling or exceeding that level in any given year—also called the Base Flood.

BASEMENT – means any area of the building having its floor subgrade (below ground level) on all sides.

BREAKAWAY WALL – means an open wooden lattice, insect screening, or any other suitable building material approved by the city engineer that is not part of the structural support of the associated structure and is intended to collapse under wind and water loads without causing collapse, displacement, or other structural damage to the elevated portion of the structure or damage to the structural integrity of the structure on which breakaway walls are used. In addition, breakaway walls must be designed so that if carried downstream, they will not cause damage to any other structure. Breakaway walls must have a design safe loading resistance of not less than ten and not more than 20 pounds per square foot. Use of breakaway walls that exceed a design safe

loading resistance of 20 pounds per square foot (either by design or when so required by city or state codes) may be permitted only if a professional engineer, licensed in the State of Texas, certifies that the designs proposed meet the following conditions:

- (1) Wall collapse shall result from water load less than that which would occur during the base flood; and
- (2) The elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and nonstructural). Maximum wind and water loading values to be used in this determination shall each have a one percent chance of being equaled or exceeded in any given year (one hundred-year mean recurrence interval).

CRITICAL FACILITY – means facilities that materially affect the public health and welfare. Such facilities include, but are not limited to:

- (1) Hospitals, nursing homes, blood banks, healthcare facilities including those storing vital medical records, and housing likely to contain certain occupants who may not be sufficiently mobile to avoid death or injury during a flood;
- (2) Police stations, fire stations, vehicle and equipment storage facilities, and emergency operations centers that are needed for flood response activities before, during, and after a flood;
- (3) Public and private utility facilities that are vital to maintaining or restoring normal services to flooded areas before, during, and after a flood;
- (4) Structures or facilities that produce, use, treat, store, or dispose of highly volatile, flammable, explosive, toxic, and/or water-reactive materials;
- (5) Drinking water plants and facilities, and wastewater treatment plants and facilities; and
- (6) Schools, colleges, universities, and daycare centers.

DEVELOPMENT – means any man-made change to improved and unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

ELEVATED BUILDING – means, for insurance purposes, a non-basement building, which has its lowest elevated floor, raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns.

ELEVATION CERTIFICATE – means a statement from an engineer or surveyor licensed by the State of Texas on the most current FEMA form certifying that the lowest floor of the structure has been elevated at least as high as required by this ordinance.

ENCLOSURE – means a fully enclosed area below the lowest floor that is usable solely for parking of vehicles, building access or storage in an area other than a basement. To qualify as an enclosure, the area must meet the non-elevation design requirements of 44 CFR 60.3.

EXISTING CONSTRUCTION – means for the purposes of determining rates, structures for which the “start of construction” commenced before the effective date of the FIRM or before January 1, 1975, for FIRMs effective before that date. “Existing construction” may also be referred to as “existing structures.”

EXISTING MANUFACTURED HOME PARK OR SUBDIVISION – means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

EXPANSION TO AN EXISTING MANUFACTURED HOME PARK OR SUBDIVISION – means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) – means the federal agency under which federal floodplain regulations and related programs are administered.

FILL – means any material that is placed in an area and increases the elevation of that area or displaces water volume.

FLOOD OR FLOODING – means a general and temporary condition of partial or complete inundation of normally dry land areas from:

- (1) The overflow of inland or tidal waters;
- (2) The unusual and rapid accumulation or runoff of surface waters from any source; or
- (3) A combination of (1) and (2).

FLOOD ELEVATION STUDY – means an examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards.

FLOOD INSURANCE RATE MAP (FIRM) – means the official insurance rate map promulgated by the federal insurance administrator of FEMA that delineates both the special flood hazard areas and the risk premium zones applicable to Hutto, as amended and supplemented from time to time. Under certain circumstances as provided in this ordinance, the effective FIRM may be supplemented with additional flood elevation data for purposes of the administration of this ordinance.

FLOOD INSURANCE STUDY (FIS) – see *Flood Elevation Study*

FLOOD PROTECTION SYSTEM – means those physical structural works for which funds have been authorized, appropriated, and expended and which have been constructed specifically to modify flooding in order to reduce the extent of the area within a community subject to a “special flood hazard” and the extent of the depths of associated flooding. Such a system typically includes hurricane tidal barriers, dams, reservoirs, levees or dikes. These specialized flood modifying works are those constructed in conformance with sound engineering standards.

FLOOD PROOFING – means any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

FLOODPLAIN OR FLOOD-PRONE AREA – means any land area susceptible to being inundated by water from any source (see *Flooding*).

FLOODPLAIN ADMINISTRATOR – means the city engineer.

FLOODPLAIN DEVELOPMENT PERMIT – means a permit issued under the provisions of this ordinance for any development of a site located within a Hutto special flood hazard area. The term shall also include a permit for the placement of a recreational vehicle for more than six (6) months in a Hutto special flood hazard area.

FLOODPLAIN MANAGEMENT – means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works and floodplain management regulations.

FLOODPLAIN MANAGEMENT REGULATIONS – means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance) and other applications of police power. The term describes such state or local regulations, or any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

FLOOD PROOFING - means any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

FLOODWAY – see *Regulatory Floodway*

FUNCTIONALLY DEPENDENT USE – means a use, which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

HIGHEST ADJACENT GRADE – means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

HISTORIC STRUCTURE – means any structure that is:

- (1) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- (2) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (3) Individually listed on the Texas Inventory of Historic Places; or
- (4) Other historic designation acceptable to the city engineer.

LEVEE – means a man-made structure, usually an earthen embankment, designed and constructed in accordance with sound engineering practices to contain, control, or divert the flow of water so as to provide protection from temporary flooding.

LEVEE SYSTEM – means a flood protection system which consists of a levee, or levees, and associated structures, such as closure and drainage devices, which are constructed and operated in accordance with sound engineering practices.

LOWEST FLOOR – means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, used solely for parking or vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; **provided** that such enclosure is not built so as to render the structure in violation of the applicable design requirements of this ordinance or any other State or Federal statute, rule, or regulation.

MANUFACTURED HOME – means a structure transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. The term “manufactured home” does not include a “recreational vehicle.”

MANUFACTURED HOME PARK OR SUBDIVISION – means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

MARKET VALUE – means the value of a structure as established by one of the following:

- (1) The improvement value assigned to the structure by the central appraisal district for the county in which the structure is located;

- (2) The computed actual cash value as determined by the FEMA-approved Substantial Damage Estimator (SDE) methodology;
- (3) An appraisal performed by a certified real estate appraiser licensed by the Texas Appraiser Licensing and Certification Board; or
- (4) Any other similar method acceptable to the city engineer.

MEAN SEA LEVEL – means, for purposes of the National Flood Insurance Program, the North American Vertical Datum (NAVD) of 1988 or other datum, to which base flood elevations shown on a community’s Flood Insurance Rate Map are referenced.

NEW CONSTRUCTION – means, for the purpose of determining insurance rates, structures for which the “start of construction” commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, “new construction” means structures for which the “start of construction” commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

NEW MANUFACTURED HOME PARK OR SUBDIVISION – means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of floodplain management regulations adopted by a community.

NON-RESIDENTIAL STRUCTURE – includes, but is not limited to: small business concerns, churches, schools, farm buildings (including grain bins and silos), pool houses, clubhouses, recreational buildings, mercantile structures, agricultural and industrial structures, warehouses, hotels and motels with normal room rentals for less than six (6) months’ duration, and nursing homes.

RECREATIONAL VEHICLE – means a vehicle which is (i) built on a single chassis; (ii) 400 square feet or less when measured at the largest horizontal projections; (iii) designed to be self-propelled or permanently towable by a light duty truck; and (iv) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

REGULATORY FLOODWAY – means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

REASONABLY SAFE FROM FLOODING – means base flood waters will not inundate the land or damage structures to be removed from the SFHA and that any subsurface waters related to the base flood will not damage existing or proposed buildings.

RESIDENTIAL STRUCTURE – means any structure that is considered to be a domicile or is used for residential purposed for six (6) months or more. Residential structures include but are not limited to a single family home, multiple unit apartment buildings, a residential condominium, or a manufactured or modular home.

RIVERINE – means relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

SHADED X ZONE – means areas subject to a 0.2 percent chance of flooding in any given year; areas of one (1) percent annual chance of flood with average depths of less than one (1) foot or with drainage areas less than one (1) square mile, and areas protected by levees from one (1) percent annual chance of flood.

SPECIAL FLOOD HAZARD AREA (SFHA) – see *Area of Special Flood Hazard*

START OF CONSTRUCTION – (for other than new construction or substantial improvements under the Coastal Barrier Resources Act (Pub. L. 97-348)), includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

STRUCTURE – means an edifice or building of any kind or piece of work that is artificially built up or composed of parts joined together in a definite manner, including, but not limited to, a modular home, a manufactured home, or a gas or liquid storage tank when such tank is principally located above ground.

SUBSTANTIAL DAMAGE – means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed fifty (50) percent of the market value of the structure before the damage occurred. “Substantial Damage” also means flood-related damage sustained by a structure on two separate occasions during a ten (10) ‘year period for which the cost of repairs at the time of each flood event, on the average, equals or exceeds twenty-five (25) percent of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT – means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds thirty-five (35) percent of the market value of the structure before “start of construction “of the improvement. This term includes structures which have incurred “substantial damage,” regardless of the actual repair work performed. The term does not, however, include either:

- (1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or
- (2) Any alteration of a “historic structure,” provided that the alteration will not preclude the structure’s continued designation as a “historic structure.”

V1 THROUGH V30 ZONES OR V ZONES – means those areas subject to high velocity waters, including, but not limited to, hurricane wave wash or tsunamis.

VARIANCE – means a grant of relief by a community from the terms of a floodplain management regulation. (For full requirements see Section 60.6 of the National Flood Insurance Program regulations.)

VIOLATION – means the failure of a structure or other development to be fully compliant with the community’s floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in 44 CFR Section 60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided.

WATER SURFACE ELEVATION – means the height, in relation to the North American Vertical Datum (NAVD) of 1988 (or other datum, where specified), of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

WATERCOURSE – means any river, channel or stream for which base flood elevations have been identified in the flood insurance study for Hutto.

ARTICLE 3

GENERAL PROVISIONS

SECTION I. LANDS TO WHICH THIS ORDINANCE APPLIES

The ordinance shall apply to all areas of special flood hazard with the jurisdiction of Hutto.

SECTION II. BASIS FOR ESTABLISHING THE AREAS OF SPECIAL FLOOD HAZARD

The areas of special flood hazard identified by the Federal Emergency Management Agency in the current scientific and engineering report entitled, “The Flood Insurance Study (FIS) for Williamson County, Texas,” dated [September 26, 2008](#), with accompanying Flood Insurance Rate Maps and/or Flood Boundary-Floodway Maps (FIRM and/or FBFM) dated [September 26, 2008](#), and any revisions thereto are hereby adopted by reference and declared to be a part of this ordinance.

SECTION III. ESTABLISHMENT OF DEVELOPMENT PERMIT

A Floodplain Development Permit shall be required to ensure conformance with the provisions of this ordinance.

SECTION IV. COMPLIANCE

No structure or land shall hereafter be located, altered, or have its use changed without full compliance with the terms of this ordinance and other applicable regulations.

SECTION V. ABROGATION AND GREATER RESTRICTIONS

This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

SECTION VI. INTERPRETATION

In the interpretation and application of this ordinance, all provisions shall be; (1) considered as minimum requirements; (2) liberally construed in favor of the governing body; and (3) deemed neither to limit nor repeal any other powers granted under State statutes.

SECTION VII. WARNING AND DISCLAIMER OR LIABILITY

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions greater floods can and will occur and flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the community or any official or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.

ARTICLE 4

ADMINISTRATION

SECTION I. DESIGNATION OF THE FLOODPLAIN ADMINISTRATOR

The city engineer is hereby appointed the Floodplain Administrator to administer and implement the provisions of this ordinance and other appropriate sections of 44 CFR, Subchapter B (Emergency Management and Assistance—National Flood Insurance Program Regulations) pertaining to floodplain management.

SECTION II. DUTIES & RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR

Duties and responsibilities of the Floodplain Administrator shall include, but not be limited to, the following:

- (1) Maintain and hold open for public inspection all records pertaining to the provisions of this ordinance.
- (2) Review permit applications to determine whether to ensure that the proposed building site project, including the placement of recreational vehicles or manufactured homes, will be reasonably safe from flooding.
- (3) Review, approve or deny all applications for development permits required by adoption of this ordinance.
- (4) Review permits for proposed development to ensure that all necessary licenses, approvals, and/or permits have been obtained from those Federal, State or local governmental agencies (including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334) from which prior approval is required.
- (5) Where interpretation is needed as to the exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions) the Floodplain Administrator shall make the necessary interpretation.
- (6) Notify, in riverine situations, adjacent communities and the State Coordinating Agency which is the Texas Water Development Board (TWDB) and also the Texas Commission on Environmental Quality (TCEQ), prior to any alteration or relocation of a watercourse, and submit evidence of such notification to FEMA.
- (7) Cooperate with the responsible local, State, and Federal agencies to maintain the flood-carrying capacity of the altered or relocated portion of any watercourse within the city.
- (8) Ensure that the flood carrying capacity within the altered or relocated portion of any watercourse is maintained.
- (9) When base flood elevation data has not been provided in accordance with Article 3, Section II, the Floodplain Administrator shall obtain, review and reasonably utilize any base flood elevation data and floodway data available from a Federal, State or other source, in order to administer the provisions of Article 5.
- (10) When a regulatory floodway has not been designated, the Floodplain Administrator must require that no new construction, substantial improvements, or other development (including fill) shall be permitted within Zones A1-30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.
- (11) Under the provisions of 44 CFR Section 65.12, of the National Flood Insurance Program regulations, a community may approve certain development in Zones A1-30, AE, AH, on the community's FIRM

which increases the water surface elevation of the base flood by more than one (1) foot, provided that the community first completes all of the provisions required by Section 65.12.

- (12) In the carrying out of the duties prescribed to the Floodplain Administrator he or she is granted the right to enter private property only to survey the conditions of the regulatory floodplains and to provide maintenance as required.

SECTION III. PERMIT PROCEDURES

- (1) Application for a Floodplain Development Permit shall be presented to the Floodplain Administrator with the application fee as specified in the City of Hutto Development Fees table and on forms furnished by him/her and may include, but not be limited to, plans in duplicate drawn to scale showing the location, dimensions, and elevation of proposed landscape alterations, existing and proposed structures, including the placement of manufactured homes, appurtenant structures, and the location of the foregoing in relation to areas of special flood hazard. Additionally, the following information is required:

- (A) Elevation (in relation to mean sea level), of the lowest floor (including basement) of all new and substantially improved structures;
- (B) Elevation in relation to mean sea level to which any nonresidential structure shall be flood-proofed;
- (C) A certificate from a registered professional engineer or architect that the nonresidential flood-proofed structure shall meet the floodproofing criteria of Article 5;
- (D) Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development;
- (E) Maintain a record of all such information in accordance with Article 4;

- (2) Approval or denial of a Floodplain Development Permit by the Floodplain Administrator shall be based on all of the provisions of this ordinance and the following relevant factors:

- (A) The danger to life and property due to flooding or erosion damage;
- (B) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
- (C) The danger that materials may be swept onto other lands to the injury of others;
- (D) The compatibility of the proposed use with existing and anticipated development;
- (E) The safety of access to the property in times of flood for ordinary and emergency vehicles;

- (F) The costs of providing governmental services during and after flood conditions including maintenance and repair of streets and bridges, and public utilities and facilities such as sewer, gas, electrical and water systems;
 - (G) The expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site;
 - (H) The necessity to the facility of a waterfront location, where applicable;
 - (I) The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use.
- (3) All elevation requirements noted in this ordinance shall be documented using the Elevation Certificate, FEMA 81-31, and shall be certified by a registered professional engineer, surveyor, or architect, and shall be submitted to the Floodplain Administrator.
- (4) Whenever the city engineer finds that there are grounds for revocation of a Floodplain Development Permit, he or she shall give written notice to the permittee by personal service or certified mail, return receipt requested, addressed to the permittee at the address set forth on the Application for Floodplain Development Permit. The notice may require that any work on the property currently underway is to stop immediately, that a stop order is being issued, and shall set forth:
- (A) The specific grounds upon which the Floodplain Development Permit in question may be revoked;
 - (B) The fact that there will be a hearing before the Appeal Board in which the city will seek the revocation of the Floodplain Development Permit;
 - (C) The date, time, and place of such hearing; and
 - (D) The fact that the permittee may appear in person or be represented by an attorney.
- (5) All hearings related to the revocation of a Floodplain Development Permit shall be held in accordance with the procedures described in Section V of this Article 4.

SECTION IV. VARIANCE PROCEDURES

- (1) The Appeal Board, as established by the community, shall hear and render judgment on requests for variances from the requirements of this ordinance.
- (2) The Appeal Board shall hear and render judgment on an appeal only when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the enforcement or administration of this ordinance.

- (3) Any person or persons aggrieved by the decision of the Appeal Board may appeal such decision to the City Council of the City of Hutto.
- (4) Any person or persons aggrieved by the decision of the Hutto City Council may appeal such decision in the courts of competent jurisdiction.
- (5) The Floodplain Administrator shall maintain a record of all actions involving an appeal and shall report variances to FEMA upon request.
- (6) Variances may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places, without regard to the procedures set forth in the remainder of this ordinance.
- (7) Variances may be issued for new construction and substantial improvements to be erected on a lot of 1/2 acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing the relevant factors in Section III(2) of this Article have been fully considered. As the lot size increases beyond the 1/2 acre, the technical justification required for issuing the variance increases.
- (8) Upon consideration of the factors noted above and the intent of this ordinance, the Appeal Board may attach such conditions to the granting of variances as it deems necessary to further the purpose and objectives of this ordinance, as described in Article 1, above.
- (9) Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.
- (10) Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.
- (11) Prerequisites for granting variances:
 - (A) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
 - (B) Variances shall only be issued upon: (i) showing a good and sufficient cause; (ii) a determination that failure to grant the variance would result in exceptional hardship to the applicant, and (iii) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.

(C) Any application to which a variance is granted shall be given written notice that the structure will be permitted to be built with the lowest floor elevation below the base flood elevation, and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

(12) Variances may be issued by a community for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that (i) the criteria outlined in Article 4, are met, and (ii) the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

SECTION V. APPEAL BOARD PROCEDURES—REVOCATION OF FLOODPLAIN DEVELOPMENT PERMIT

Hearings pursuant to this ordinance and concerning the revocation of Flood Plain Development Permits and shall be conducted as follows:

- (1) All hearings shall be held by the Appeal Board unless otherwise expressly stated. The chair of the Appeal Board or, in the chair's absence, the vice chair of the Appeal Board, shall serve as the hearing officer for all hearings held hereunder, moderating the discussion and ensuring the rules of this section are observed. However, no person shall perform the duties of hearing officer under this section if that person has participated in the investigation or has prior knowledge of the allegations or circumstances discovered in the course of said investigation, except as may be set forth in the notice given consistent with the manner described by Section III(4), above.
- (2) All hearings shall be conducted under rules consistent with the nature of the proceedings; provided, however, that the following rules shall apply to such hearings:
 - (A) All parties shall have the right to representation by a licensed attorney, though an attorney is not required.
 - (B) Each party may present witnesses in his or her own behalf.
 - (C) Each party has the right to cross-examine all witnesses.
 - (D) Only evidence presented before the Appeal Board at such hearing may be considered in rendering the final order.
- (3) If the permittee fails to appear at the hearing at the date and time specified, the city engineer shall establish a case on behalf of the city that presents sufficient evidence, that unless it were otherwise rebutted, shows that grounds exist for revocation of the Floodplain Development Permit in question.
- (4) After completion of the presentation of evidence by all parties appearing, the Appeal Board shall make written findings and render a written order as to whether or not there are grounds for revocation of the Floodplain Development Permit. If there are such grounds, the Appeal Board shall revoke the

Floodplain Development Permit; provided, the board may, in the interest of justice, take such other lesser actions as the Appeal Board may deem appropriate including, but not limited to, the temporary suspension of the permit, the revision of the permit, or the addition of conditions to the permit. A true and accurate copy of the Appeal Board's order shall be personally delivered or mailed by certified mail, return receipt requested, to the permittee.

- (5) In the event a Floodplain Development Permit is revoked, suspended, or revised hereunder by the Appeal Board, the city shall not be liable to any person for any refund of any part of any fees.
- (6) The revocation, suspension, or revision of a Floodplain Development Permit may be appealed to the city council upon the filing of a written application with the city secretary within ten (10) calendar days after the Appeal Board's decision is rendered. An appeal of a revocation, suspension, or revision of a Floodplain Development Permit shall not operate to suspend the Appeal Board's order pending such an appeal.

ARTICLE 5

PROVISIONS FOR FLOOD HAZARD REDUCTION

SECTION I. GENERAL STANDARDS

In all areas of special flood hazards the following provisions are required for all new construction and substantial improvements:

- (1) All new construction or substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
- (2) All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage;
- (3) All new construction or substantial improvements shall be constructed with materials resistant to flood damage;
- (4) All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding;
- (5) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;
- (6) All new and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system and discharge from the systems into flood waters;

- (7) On-site disposal systems, including but not limited to sewage treatment plants and septic tank systems located on the site of the structure, shall be located to avoid impairment to them or contamination from them during flooding;
- (8) Property owners of lots within the SFHA shall routinely mow and remove debris from all properties within the SFHA to minimize drainage and flooding problems; and
- (9) Fully enclosed areas below the lowest floor that are used solely for parking, building access, or storage in an area other than a basement and that are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exist of floodwaters. Designs for meeting this requirement must either be certified by a registered architect or professional engineer licensed in the State of Texas.

SECTION II. SPECIFIC STANDARDS

In all areas of special flood hazards where base flood elevation data has been provided as set forth in Articles 3, 4, and 5, the following provisions are required:

- (1) Residential Construction – new construction and substantial improvement of any residential structure shall have the lowest floor (including basement, ductwork, exposed plumbing, and electrical components), elevated to a minimum of eighteen (18) inches above the base flood elevation based upon fully developed watershed conditions. A registered professional engineer, architect, or land surveyor shall submit a certification to the Floodplain Administrator that the standard of this subsection as proposed in Article 4, is satisfied.
 - (A) At least one (1) primary entry road to a residential structure shall be elevated at least twelve (12) inches above the base flood elevation based upon fully developed watershed conditions to allow entry and exit of vehicles during a flood event.
 - (B) The lowest floor of a residential structure that is outside of the SFHA shall be elevated twelve (12) inches above the natural grade or the crown of the road, whichever is higher.
- (2) Nonresidential Construction – new construction and substantial improvements of any commercial, industrial or other nonresidential structure shall either have the lowest floor (including basement) elevated to a minimum of eighteen (18) inches above the base flood level based on fully developed watershed conditions or together with attendant utility and sanitary facilities, be designed so that the structure is watertight to a minimum of eighteen (18) inches above the base flood level based on fully developed watershed conditions with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A registered professional engineer or architect shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted standards of practice as outlined in this subsection. A record of such certification which includes the specific elevation (in relation to mean sea level) to which

such structures are floodproofed shall be maintained by the Floodplain Administrator. This requirement also applies to all “Critical Facilities” within a shaded X or V zone.

- (3) Enclosures – new construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:

(A) A minimum of two openings on separate walls having a total net area of not less than one (1) square inch for every square foot of enclosed area subject to flooding shall be provided.

(B) The bottom of all openings shall be no higher than one (1) foot above grade.

(C) Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

- (4) Manufactured Homes –

(A) Require that all manufactured homes to be placed within Zone A on a community’s FHBM or FIRM shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated on a permanent foundation such that the bottom of the lowest horizontal structural member of the chassis of the manufactured home is elevated to a minimum of eighteen (18) inches above the base flood level based on fully developed watershed conditions and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.

(B) Require that manufactured homes that are placed or substantially improved within Zones A1-30, AH, and AE on the community’s FIRM on sites (i) outside of a manufactured home park or subdivision, (ii) in a new manufactured home park or subdivision, (iii) in an expansion to an existing manufactured home park or subdivision, or (iv) in an existing manufactured home park or subdivision on which a manufactured home has incurred “substantial damage” as a result of a flood, be elevated on a permanent foundation such that the bottom of the lowest horizontal structural member of the chassis of the manufactured home is elevated to a minimum of eighteen (18) inches above the base flood elevation based on fully developed watershed conditions and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

- (5) Recreational Vehicles – Require that recreational vehicles placed on sites within Zones A1-30, AH, and AE on the community’s FIRM either (i) be on the site for fewer than one-hundred-eighty (180) consecutive days, or (ii) be fully licensed and ready for highway use, or (iii) meet the permit

requirements of Article 4, and the elevation and anchoring requirements for “manufactured homes” in paragraph (4) of this section. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

SECTION III. STANDARDS FOR SUBDIVISION PROPOSALS

- (1) All subdivision proposals including the placement of manufactured home parks and subdivisions shall be consistent with Article 1 of this ordinance.
- (2) All proposals for the development of subdivisions including the placement of manufactured home parks and subdivisions shall meet Floodplain Development Permit requirements of Article 3, Article 4, and the provisions of Article 5 of this ordinance.
- (3) Base flood elevation data shall be generated for subdivision proposals and other proposed development including the placement of manufactured home parks and subdivisions which is greater than fifty (50) lots or five (5) acres, whichever is lesser, if not otherwise provided pursuant to Article 3, or Article 4, of this ordinance.
- (4) All subdivision proposals including the placement of manufactured home parks and subdivisions shall have adequate drainage provided to reduce exposure to flood hazards.
- (5) All subdivision proposals including the placement of manufactured home parks and subdivisions shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.

SECTION IV. STANDARDS FOR AREAS OF SHALLOW FLOODING (AO/AH ZONES)

Located within the areas of special flood hazard established in Article 3, are areas designated as shallow flooding. These areas have special flood hazards associated with flood depths of one (1) to three (3) feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow; therefore, the following provisions apply:

- (1) All new construction and substantial improvements of **residential** structures have the lowest floor (including basement) elevated to a minimum of eighteen (18) inches above the base flood elevation based on fully developed watershed conditions or the highest adjacent grade at least as high as the depth number specified in feet on the community’s FIRM (at least two (2) feet if no depth number is specified).
- (2) All new construction and substantial improvements of **non-residential** structures;
 - (A) have the lowest floor (including basement) elevated to a minimum of eighteen (18) inches above the base flood elevation based on fully developed watershed conditions or the highest adjacent

grade at least as high as the depth number specified in feet on the community's FIRM (at least two (2) feet if no depth number is specified), or

(B) together with attendant utility and sanitary facilities be designed so that below the base specified flood depth in an AO Zone, or below the Base Flood Elevation in an AH Zone, level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads of effects of buoyancy.

- (3) A registered professional engineer or architect shall submit a certification to the Floodplain Administrator that the standards of this Section, as proposed in Article 4 are satisfied.
- (4) Require within Zones AH or AO adequate drainage paths around structures on slopes, to guide flood waters around and away from proposed structures.

SECTION V. FLOODWAYS

Floodways located within areas of special flood hazard established in Article 3, are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of flood waters which carry debris, potential projectiles and erosion potential, the following provisions shall apply:

- (1) Encroachments are prohibited, including fill, new construction, substantial improvements and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- (2) If Article 5, Section V(1), above, is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of Article 5.
- (3) Under the provisions of 44 CFR Section 65.12, of the National Flood Insurance Program Regulations, a community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that the community first completes all of the provisions required by Section 65.12.
- (4) The drilling of water, gas, and/or oil wells is prohibited within the boundaries of the regulatory floodway as delineated on the community's FIRM.
- (5) The storage of hazardous materials, in any form, is prohibited within the boundaries of the regulatory floodway as delineated on the community's FIRM.
- (6) Before development may occur within the floodway fringe area, a hydrologic and hydraulic study must be accomplished to determine the effects of such development. Those effects shall not exceed any of the provisions of this ordinance.

(7) If fill material is to be used to elevate any structures in Zone A, A1-30, AE, AO, AH, AR, or A99, the following will apply:

(A) Fill material must be compacted to at least ninety-five (95) percent of Standard Laboratory Maximum Density (Standard Proctor) according to ASTM Standard D-698;

(B) Fill soils must be fine grained soils of low permeability, such as those classified as CH, CL, SC, or ML according to ASTM Standard D-2487, "Classification of Soils for Engineering Purposes." See Table 1804.2 in the "2000 International Building Code (IBC)" or latest version for descriptions of these soil types.

(C) The fill material must be homogeneous and isotropic; that is, the soil must be all of one material, and the engineering properties must be the same in all directions.

SECTION VI. SEVERABILITY

If any section, clause, sentence, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

SECTION VII. PENALTIES FOR NON COMPLIANCE

No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this court order and other applicable regulations. Violation of the provisions of this court order by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a misdemeanor. Any person who violating any provision of this chapter within the corporate limits of the city shall be guilty of a misdemeanor punishable by a fine of not less than \$250.00 nor more than \$2,000.00. Each day that any violation continues shall constitute a separate offense. Nothing herein contained shall prevent City Council from taking such other lawful action as is necessary to prevent or remedy any violation.

SECTION VIII. ENFORCEMENT

(1) The city, acting through the city attorney or any other attorney representing the city, is hereby authorized to file an action in a court of competent jurisdiction to:

(A) Enjoin any person from violating the terms, conditions, and restrictions of any Floodplain Development Permit issued under this ordinance;

(B) Enjoin the violation of the of the provisions of this ordinance;

(C) Recover civil penalties for violation of the terms, conditions, and restrictions of any Floodplain Development Permit issued under this ordinance;

(D) Recover civil penalties for violation of the provisions of this ordinance; or

(E) Recover damages from an owner of a site in an amount adequate for the city to undertake any construction or other activity necessary to bring about compliance with this ordinance.

This authority is in addition to any other authority the city may have under a contract or another ordinance, statute, or regulation.

(2) The city, acting through the city attorney or any other attorney representing the city, is hereby authorized to enter into an agreement in lieu of litigation to achieve compliance with the terms, conditions, and restrictions of any Floodplain Development Permit issued under this ordinance, or with the provisions of this ordinance.

(3) The city engineer is authorized to:

(A) Whenever any work authorized by a Floodplain Development Permit is being performed contrary to the provisions of this ordinance, or other pertinent laws or ordinances implemented through the enforcement of this ordinance, order the work (other than work to cure a violation) stopped by notice in writing served on any person(s) performing the work or causing the work to be performed. Any such person(s) shall forthwith stop the work until authorized by the city engineer to proceed with the work.

(B) At the time a stop order is issued, the person performing the work and the floodplain development permittee shall be given notice of a right to a hearing on the matter pursuant to the hearing provisions of the ordinance or statute under which the underlying construction permit was granted. Upon request, such a hearing shall be held within three (3) business days unless the permittee or the person(s) performing the work request an extension of time. Any stop order that has been issued shall remain in effect pending any hearing that has been requested unless the stop order is withdrawn by the city engineer.

(C) File a certificate of non-compliance in the county deed records for properties that the city engineer determines to be in violation of the provisions of this ordinance; for which a temporary damage repair permit is issued; or for which a substantial damage determination persists for six (6) months or more.

(D) File a certificate of compliance in the county deed records for properties which have resolved a floodplain violation, obtained a permit to replace a temporary flood damage repair permit, or appealed or otherwise resolved a substantial damage determination.

(E) As authorized by Section 1316 of the National Flood Insurance Act of 1968, as amended, request that FEMA deny flood insurance coverage for any property that has been determined to be in violation of the provisions of this ordinance.

SECTION IX. CERTIFICATION OF ADOPTION

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

READ and **APPROVED** on first reading on this the ____ day of _____, **2018** at a meeting of the Hutto, Texas City Council; there being a quorum present.

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

READ, PASSED and **ADOPTED** on first reading of ordinance this ____ day of _____, **2018** at a meeting of the Hutto, Texas City Council; there being a quorum present.

THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

Attest:

Lisa L. Brown, City Secretary

CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.: 10A. **AGENDA DATE:** December 20, 2018

PRESENTED BY: Lisa Brown, City Secretary

ITEM:

Consideration of and possible appointments to City Boards and Commissions, including the Economic Development Corporations.
(Lisa Brown)

STRATEGIC GUIDE POLICY: Quality of Life & Services

ITEM BACKGROUND:

On July 7, 2018, the City Council approved Ordinance 0-18-07-05-8B that changed the terms of service of the boards, commissions and corporation members to be realigned to match those of the council places and terms. Beginning July 1, 2018 new terms will expire on June 30, of the corresponding Council Member term. Transition to new terms for current board and commission members can be reappointed to the new terms based on the new expiration terms, or new appointments can be recommended during a council meeting in July. All current board and commission members have been assigned Place numbers to coincide with existing council members. On June 20, 2018, the Council re-appointed all seated board members to terms aligned with the corresponding member term

There are several seats on the boards and commissions that were created as a result of the ordinance in July that need to be filled. Additionally, there are some board and commission members who have been reappointed that do not wish to continue past the expiration of their original term and intend to resign their position at that time.

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. [Board Spreadsheet](#)

Boards and Commissions Master Transition

Council Member Place 1
Council Member Place 2
Council Member Place 3
Council Member Place 4
Council Member Place 5
Council Member Place 6
Mayor (Place 7)

Scott Rose May-20
Tom Hines May-21
Nate Killough May-19
Tim Jordan May-20
Patti Turner May-21
Terri Grimm May-19
Doug Gaul May-19

* Newly Appointed

* Re-appointed

* Vacant

** Plans to resign Dec 2018

*All Boards and Commissions terms Realigned for appointment in June
Terms Run 7/1 to 6/30 unless otherwise indicated*

Last update: 11/9/2018

Planning & Zoning Commission								
Meets: 1st Tuesday @ 7:00pm of each month in the City Council Chamber								
2 yr Terms Per Charter								
Liaison - Ashley Lumpkin								
Approved					Current	Proposed	Phone	Email Address
20-Sep	Place 1	Davey	Robinson	Vice-Chair	Dec-19	June-20	512-635-0169	davey.robinson@austin.rr.com
6-Dec	Place 2	Randal	Clark	Commissioner	Dec-18	June-20	512-876-3277	texas30@a-gmail.com
20-Sep	Place 3	Jessica	Romigh	Chair	Dec-19	June-19	512-906-9453	jessicaromigh@gmail.com
20-Sep	Place 4	Michael	Orman	Commissioner	Dec-18	June-20	512-636-8521	MikeOrmanPBC@orman.us
2-Aug	Place 5	Richard	Hudson	Commissioner	Dec-18	June-20	562-841-2145	sfhudson@gmail.com
20-Sep	Place 6	Tony	Wertz	Commissioner	Dec-19	June-19	512-785-3242	awertz1952@yahoo.com
2-Aug	Place 7	Lori	Ortiz	Commissioner	Dec-18	June-19	512-203-6813	lori.ortiz@austin.rr.com
Parks Advisory Board								
Meets: 2nd Wednesday @ 7:00pm of each month in the City Council Chamber								
Liaison - Shane Mize								
Approved					Current	Proposed		
20-Sep	Place 1	Katie	Weiss	Member	Dec-18	June-20	512-619-7099	katiweiss95@gmail.com
20-Sep	Place 2	Michael	Orman	Member	Dec-20	June-21	512-636-8521	MikeOrmanPBC@orman.us
20-Sep	Place 3	Dana	Lively	Member	Dec-20	June-19	713-824-7337	danaklively@gmail.com
20-Sep	Place 4	Troy	McMillin	Member	Dec-19	June-20	512-925-4866	troycmcmilllin@yahoo.com
20-Sep	Place 5	Kelly	Gaydos	Chair	Dec-20	June-21	512-658-4033	kelly_gaydos@yahoo.com
6-Sep	Place 6	Rose	McMillin	Member	Dec-20	June-19	512-656-8486	rosemcmilllin@yahoo.com
2-Aug	Place 7	Perry	Savard	Vice Chair	Dec-19	June-19	512-560-1133	pmsstreetglide@gmail.com
Library Advisory Board								
Meets: Quarterly @ 6:00pm of each month in the City Council Chamber								
Liaison - Eliska Padilla								
Approved					Current	Proposed		
20-Sep	Place 1	David	Westbrook	Member	Dec-20	June-20	602-300-0735	dianboase@gmail.com
20-Sep	Place 2	Dwight	Baker	Chair	Dec-20	June-21	713-585-3713	baker1640@sbcglobal.net
20-Sep	Place 3	Tara	Chappell	Vice Chair	Dec-20	June-19	512-914-2011	tchappell08@gmail.com
20-Sep	Place 4	Kathi	Shilling	Member	Dec-20	June-20	214-676-4565	kshilling873@gmail.com
20-Sep	Place 5	Camille	Baptiste	Member	Dec-18	June-21	512-576-7556	camillebabaptiste08@gmail.com
6-Sep	Place 6	Patricia	Elsasser	Member	Dec-20	June-19	512-317-0306	elsasserpatricia@yahoo.com
1-Nov	Place 7	Lori	Ortiz	Member		June-19	512-203-6813	lori.ortiz@austin.rr.com
Zoning Board of Adjustments								
Meets: 4th Wednesday @ 7:00pm of each month in the City Council Chamber								
Liaison - Ashby Grundman								
Approved					Current	Proposed		
20-Sep	Place 1	Pedro	Perez	Chairman	Dec-18	June-20	512-587-9183	ppjrqp@msn.com
20-Sep	Place 2	Thomas	McGowan	Member	Dec-20	June-21	512-516-3968	tmmcgowan@yahoo.com
20-Sep	Place 3	Randal	Clark	Member	Dec-20	June-19	512-876-3277	texas30@gmail.com
	Place 4	Vacant		Member	Dec-20	June-20		
	Place 5	Vacant		Member		June-21		
6-Sep	Place 6	Maureen	Rooker	Member	Dec-19	June-19	512-789-2210	MaureenRooker@remax.net
2-Aug	Place 7	Dana	Lively	Member	Dec-20	June-19	713-824-7337	danaklively@gmail.com

Historic Preservation Commission								
Meets: 4th Tuesday @ 6:00pm of each month in the City Council Chamber								
Liaison - John Bynum								
Approved					Current	Proposed		
	Place 1	Vacant		Commissioner	Dec-18	June-20		
2-Aug	Place 2	Mary	Belton	Commissioner	Dec-18	June-21	951-218-3235	mcb2745@gmail.com
20-Sep	Place 3	Curtis	Orton	Commissioner	Dec-18	June-19	512-689-8759	curtisorton3@gmail.com
20-Sep	Place 4	Robert	Lykins	Commissioner	Dec-19	June-20	512-788-3978	rlykins4066@yahoo.com
	Place 5	Vacant		Commissioner	Dec-19	June-21		
19-Jul	Place 6	Travis	Allen	Commissioner		June-19	512-740-4831	travallenman@yahoo.com
19-Jul	Place 7	Jonathan	Wagner	Commissioner		June-19	737-218-2700	engineerwithabeer@gmail.com
Building and Standards Commission								
Meets: As Needed in the City Council Chamber								
Liaison - Bryan Surgi								
Approved					Current	Proposed		
	Place 1	Vacant			Dec-19	June-20		
20-Sep	Place 2	Olinda	Ramirez	Commissioner	Dec-19	June-21	972-974-7712	olinda.ramirez1982@gmail.com
2-Aug	Place 3	Kendrick	Whittington	Commissioner		June-19	512-426-9688	kendrick@nexlegacyconstruction.com
20-Sep	Place 4	Vacant			Dec-18	June-20		
20-Sep	Place 5	Tom	Brown	Commissioner	Dec-18	June-21	256-473-3128	tjandsjbrown@att.net
16-Aug	Place 6	Maureen	Rooker	Commissioner	Dec-18	June-19	512-789-2210	MaureenRooker@remax.net
20-Sep	Place 7	Richard	Hudson	Commissioner	Dec-19	June-19	552-841-2145	sfchudson@gmail.com
Ethics Review Commission								
Meets: As Needed in the City Council Chamber (at least once a year)								
Liaison - Lisa Brown								
Approved					Current	Proposed		
	Place 1	Craig	Cargill	Member	Dec-19	June-20	512-638-3214	craig.cargill@gmail.com
20-Sep	Place 2	Lori	Brown-Duncan	Member	Dec-19	June-21	512-426-9380	loribd216@aol.com
20-Sep	Place 3	Larry	Straughn	Vice Chair	Dec-19	June-19	512-876-1590	olin.straughn@huttoisd.net
20-Sep	Place 4	Russell	Daniel	Chair	Dec-19	June-20	512-626-7873	russelldaniel7@gmail.com
20-Sep	Place 5	Dana	Lively	Member	Dec-19	June-21	713-824-7337	danaklively@gmail.com
2-Aug	Place 6	April	Willis	Member		June-19	817-996-8197	aprilacm@gmail.com
	Place 7	Vacant		Member		June-19		
Economic Development Corporation								
Meets: 1st Monday @ 6:00pm of each month in the City Council Chamber								
Liaison - Jessica Bullock								
Approved					Current	Proposed		
20-Sep	Place 1	Nelson	Nagle	Treasurer	Oct-19	June-20	512-426-2025	nelson.nagle@huttotx.gov
13-Dec	Place 2	Doug	Gaul	Member	Oct-19	June-21		
20-Sep	Place 3	Dan	Thornton	Vic Chair/Sec'y	Oct-19	June-19	512-529-4213	dan.thornton@huttotx.gov
13-Dec	Place 4	Scott	Rose		Oct-19	June-20		
20-Sep	Place 5	Vacant		Member	Oct-19	June-21		
20-Sep	Place 6	Greg	Braun	Member	Oct-19	June-19	512-299-0188	greg.braun@huttotx.gov
19-Jul	Place 7	Steve	Harris	Member	Oct-19	June-19	254-498-2224	Steven.Harris@huttotx.gov