



**CITY COUNCIL  
MEETING MINUTES  
AUGUST 2, 2018**

*The Hutto City Council met in a regular session on Thursday, August, 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 5:30 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 (arrived at 6:10 p.m.), Councilmember Patti Turner and Councilmember Terri Grimm.*

*Members of staff that were present were Odis Jones, City Manager; Helen Ramirez, Assistant City Manager; Byron Frankland, Chief of Police; Paul Hall, Assistant Chief of Police; Matt Rector, Executive Director of Public Works and Engineering; Eliska Padilla, Executive Director of Communications; Anthony Emadi, Chief Financial Officer; James Bryson, Director of Finance; Ashley Lumpkin, Executive Director Business Development, Ashby Grundman, Director of City Planning; Jessica Bullock, Director of Economic Development; Reena O'Brien, Director of Communications; Sharon Parker, Assistant Events Manager; Kristi Robich, Downtown Tourism & Events Manager; Suzanne Glass, Community Resource Officer; and Lisa Brown, City Secretary.*

**CITY COUNCIL COMMENTS**

*There were no comments from Council.*

**PUBLIC COMMENT**

*There was no public comment.*

**WORK SESSION**

11A. Discussion and review of Outside Agency Funding Applications.

*The following outside agencies that filed applications for funding made presentations to the Council:*

*Keep Hutto Beautiful – Jessica Romigh  
Round Rock Area Serving Center – Lori Scott*

*Hutto Education Foundation – Terrie Doggett*  
*Feeding the 5000 –Cathy Bryant*  
*Williamson-Burnet County Opportunities (Meals on Wheels) – Lauren McAndrews*  
*Hutto Community Food Pantry –*  
*Hutto Has Heart – Stacie Feller*  
*Texas State Technical College – Edgar Padilla*  
*Hutto Area Chamber of Commerce – Cassandra Harrison*

*Council recessed at 7:10 p.m. and reconvened at 7:20 p.m.*

### **INVOCATION**

*The invocation was given by Chief Byron Frankland.*

### **PLEDGE OF ALLEGIANCE**

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

### **CONSENT AGENDA**

- 8A. Consideration and possible action approving the minutes of the July 19, 2018 Regular City Council Meeting.
- 8B. Consideration and possible action on a resolution approving the proposed Star Ranch Commercial Revised Preliminary Plat, 40.27 acres, more or less, of land, located within Hutto extraterritorial jurisdiction west of SH-130 and north of Gattis School Road.
- 8C. Consideration and possible action on a resolution approving the subdivision approval extension request for the Brooklands Section One Final Plat, 17.6704 acres, more or less, of land, 82 residential lots, located on CR 137 south of FM 1660 South.
- 8D. Consideration and possible action on a resolution approving the subdivision approval extension request for the Brooklands Section Two Final Plat, 15.006 acres, more or less, of land, 88 residential lots, located on CR 137 south of FM 1660 South.

**Motion:** Councilmember Grimm made a motion to approve Items 8A – 8D from the Consent Agenda. 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

## **REGULAR AGENDA ITEMS**

### **ORDINANCES**

9A. Consideration and possible action on the second reading of an ordinance approving the Planned Unit Development (PUD) zoning ordinance amendment for the Hutto Crossings PUD, 465.00 acres, more or less, of land, located at the southwest corner of Chris Kelley Boulevard and US 79 West.

**Motion:** Mayor Pro-tem Hines made a motion to approve the second reading of the ordinance approving the Planned Unit Development (PUD) zoning amendment for Hutto Crossing. 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

9B. Consideration and possible action on the first reading of an ordinance calling a bond election for November 6, 2018, making provisions for conducting the election and resolving other matters to such election.

**Motion:** Councilmember Killough made a motion to accept the first reading of an ordinance calling a bond election for November 6, 2018, making provisions for conducting the election and resolving other matters to such election. 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

## **RESOLUTIONS**

- 10A. Consideration and possible action on a resolution authorizing the City Manager to execute a contract with Tank Builders, Inc. for the construction of the Shiloh Ground Storage Tank.

*Matt Rector presented a resolution authorizing the cost to construct a welded steel tank at the Shiloh Ground Storage area for \$535,000.00.*

**Motion:** Mayor Pro-tem Hines made a motion to authorize the City Manager to execute a contract with Tank Builders, Inc. Councilmember Grimm seconded the amendment.

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

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

- 10B. Consideration and possible action on a resolution authorizing the City Manager to renew the contract with the Brazos River Authority (BRA) for the operation of the Wastewater Treatment Plants.

*Mayor Gaul broached the subject of conducting a cost analysis of operating the wastewater treatment plant internally vs. externally.*

*City Manager remarked that an analysis was interrupted due to the issues with Manville, but the City will revisit this issue at a later time.*

**Motion:** Councilmember Rose made a motion to authorize the City Manager to renew the contract with the Brazos River Authority (BRA) for the operation of the Wastewater Treatment Plants. Councilmember Killough seconded the amendment.

**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.

10C. Consideration and possible action on a resolution authorizing the City Manager to approve the design changes and subsequent change orders for the design and construction of the Innovation Business Park infrastructure.

*Matt Rector explained that the modification to the plan eliminates the encompassing walking path and moving the retention pond. The changes were made because the Army Corps of Engineers did not approve the previous plan and to avoid having to pay any fines the boundaries had to be moved.*

*Mayor Gaul asked how deep the pond was and if there were any provisions for a fence around the pond.*

*Councilmember Grimm wanted to know if anything other than the walking path was being eliminated from the plan – No*

*Odis Jones remarked that the City just recently was notified about this situation with the pond by the Army Corp.*

**Motion:** Councilmember Killough made a motion to authorize the City Manager to approve the design changes and subsequent change orders for the design and construction of the Innovation Business Park infrastructure. Mayor Pro-tem Hines seconded the amendment.

**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.

10D. Resolution authorizing the City Manager to execute an engagement letter with the audit firm Whitley Penn, LLP for fiscal year 2018 audit.

*Councilmember Grimm asked if the City was not happy with the last auditor – No*

**Motion:** Councilmember Killough made a motion to table the issue until the next meeting. 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

10E. Consideration and possible action on a resolution concerning Outside Agency Funding allocations and authorizing the City Manager to execute all Interlocal Agreements established with Outside Agencies for the Fiscal Year 2018-2019.

*James Bryson, Director of Finance, recommended the funding for the Outside Agencies.*

*Hutto Has Heart - \$40,000  
Texas Success Scholarship Campaign Foundation - \$25,000  
Hutto Area Chamber of Commerce - \$25,000  
Hutto Community Food Pantry - \$13,200  
Feeding the 5000 - \$12,000  
Round Rock Area Serving Center - \$10,000  
Williamson-Burnett County Operations (Meals on Wheels) - \$10,000  
Keep Hutto Beautiful - \$10,000  
Hutto Education Foundation - \$5,000*

*Mayor Pro-tem Hines wanted to know if the City had the ability to cover the entire amount of \$150,200 – Yes*

*Mayor Gaul wanted to know if the money for the Chamber of Commerce could come out of the hotel occupancy tax – Odis Jones asked that he be given the flexibility to fund this amount as it is presented in the budget.*

*Councilmember Rose remarked that the ESD did not request any money this year and wanted to know if there was a mutual waiver of fees - Yes.*

*Councilmember Grimm was concerned that \$40,000 was not enough for Hutto Has Heart.*

*Mayor Pro-tem Hines remarked that he was impressed with all the presentations and the money going back into the community.*

*Mayor Gaul expressed a concern that Feeding the 5000 is not doing anything to raise additional funds. Councilmember Rose pointed out that they receive a grant from the Synod and funding from other sources.*

*Mayor Pro-tem Hines remarked that Feeding the 5000 is a good program and we give them the vehicle to do it.*

*Councilmember Grimm questioned how to include all residents, not just Hutto High School graduates, as mentioned by Mayor Pro-tem Hines for the TSTC program. Councilmember Killough stated the City would need to meet with Mr. Padilla and negotiate a Memorandum of Understanding.*

**Motion:** Mayor Pro-tem Hines made a motion to a resolution concerning Outside Agency Funding allocations and authorize the City Manager to execute all Interlocal Agreements established with Outside Agencies for the Fiscal Year 2018-2019.

**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

10F. Presentation and discussion of the Proposed 2018-2019 Annual Operating Budget.

*James Bryson presented the proposed budget for the Fiscal Year 2018-2019.*

*Odis Jones, City Manager, informed the Council that he was presenting them a budget as they requested that kept the tax rate flat, was flat on the utility side and kept expenses flat.*

*Councilmember Killough asked if the red-light camera fund would end soon – No.*

10G. Consideration and possible action on the proposed Ad Valorem tax rate, including a record vote on the proposed tax rate, and setting dates, times, and places for a public hearing and adoption of the tax rate.

*James Bryson, Director of Finance, made the staff presentation.*

*Mayor Pro-tem Hines asked where the fuel is allocated – James Bryson: currently to each department. O. Jones: eventually it will be under the Fleet Department.*

*Councilmember Turner asked about the Internal Service Fund. O. Jones – right now each department does their own fleet/maintenance work but eventually it would fall under the Fleet Department.*

*Mayor Pro-tem Hines wanted to know if the wastewater situation was making this a tight budget year. O. Jones: The sewer plant was built without a way to pay for it. The financial advisor proposed a 75% increase and the Council said 25%. The City is working with the private sector and the TIRZ Board to fund the debt service through growth, an increase in impact fees, and transferring funds out of the general fund to create a bridge until we can increase the number of customers paying into the fund.*

*Councilman Killough questioned whether the TIRZ funding would make a big impact on the budget. O. Jones: The City is trying to leverage the funding through the private sector so the burden is not imposed on the citizens. The City currently has a good business plan and staying flat on taxes for a year will show improvements.*

*Councilmember Grimm commended the City Manager for keeping the budget slim. She stated that the Council and the citizens didn't really understand the sewer plant agreement. O. Jones: Over the past year the City has been able to extricate itself from several contracts/agreements that have saved the City a lot of money.*

*Mayor Pro-Tem Hines explained to the council that this wasn't setting the tax rate but setting the maximum rate the council could approve.*

**Motion:** Mayor Pro-tem Hines moved that the proposed 2018-2019 tax rate for the City of Hutto be published at \$0.525.171 per \$100 of assessed valuation, that a public tax hearing be scheduled for August 23 and September 13, and that the vote on the tax ordinance be scheduled for September 13 and September 21, 2018. Councilmember Killough seconded the motion.

**Vote:**

|      |                                                                                                                                                                   |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ayes | Mayor Doug Gaul<br>Mayor Pro-tem Tom Hines<br>Councilmember Scott Rose<br>Council Member Nate Killough<br>Councilmember Patti Turner<br>Councilmember Terri Grimm |
| Nays | Councilmember Tim Jordan                                                                                                                                          |

**Action:** The motion passed 6 ayes, and 1 nays

## **OTHER BUSINESS**

### **11A. Consideration and possible action regarding appointments of new members to the Boards and Commissions.**

**Motion:** Councilmember Turner made a motion to appoint Richard Hudson to the Planning and Zoning Commission to replace Steven Harris with a term ending June 30, 2020. 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:** Mayor Gaul made a motion to move Lori Ortiz's term on the Planning and Zoning Commission end June 30, 2019. 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

**Motion:** Mayor Gaul made a motion to change the term of Perry Savard on the Parks Advisory Board to end June 30, 2019. 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:** Mayor Gaul made a motion to change the term of Dana Lively on the Zoning Board of Adjustments to end June 30, 2019. 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:** Mayor Pro-tem Hines made a motion to appoint Mary Belton on the Historic Preservation Board to end June 30, 2021. Councilmember Grimm 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 Killough made a motion to appoint Kendrick Whittington on the Building and Standards Commission to end June 30, 2019. Councilmember Grimm 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 appoint Dr. April Willis on the Ethics Review Commission to end June 30, 2019. 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

## **CITY MANAGER COMMENTS**

### **12A. Presentation on City of Hutto Business Plans for 2018-2019.**

*Eliska Padilla, Executive Director of Communications, presented an overview of the departmental business plans for the City.*

### **12B. Updates and discussion related to the drainage issues near the 1300 block of Creekbend Cove.**

*Matt Rector presented a proposed plan to deal with the flooding issues by installing a drainage swale between the road and the fence line. The work would be done in-house for a cost of \$15,300.00.*

*Council discussed causes of the flooding and how the swale will mitigate further flooding.*

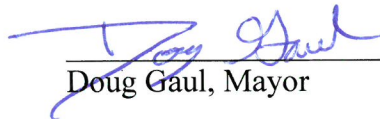
### **12C. Presentation of City-Wide Customer Service Program.**

*Allison Hosgood, Executive Director of Human Resources made a presentation on the components of customer service and how to make improvements citywide.*

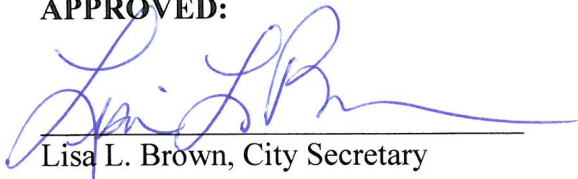
## **ADJOURNMENT**

*There being no further business to be heard, the meeting was adjourned at 10:27 p.m.*

## **CITY OF HUTTO**

  
\_\_\_\_\_  
Doug Gaul, Mayor

### **APPROVED:**

  
\_\_\_\_\_  
Lisa L. Brown, City Secretary