



**CITY OF HUTTO, TEXAS
REGULAR CITY COUNCIL MEETING
THURSDAY, MARCH 15, 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
Lucio Valdez, Place 5
Terri Grimm, Place 6

AGENDA

1. **CALL SESSION TO ORDER**

2. **ROLL CALL**

3. **INVOCATION**

4. **PLEDGE OF ALLEGIANCE**

5. **PROCLAMATIONS:**

5A. Proclamation declaring March 2018, as Adopt-A-Spot Month in Hutto, Texas, a partnership between Keep Hutto Beautiful Foundation and the City of Hutto.

6. **CITY COUNCIL COMMENTS**

6A. General Comments from City Council

7. **PUBLIC COMMENT**

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

7A. Remarks from visitors. *(Three-minute time limit)*

8. **WORK SESSION:**

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

- 8A. A work session with Hutto Has Heart to discuss their request for additional funding.

9. **PUBLIC HEARINGS:**

- 9A. Open and conduct the second public hearing regarding the proposed annexation of the Neal Tracts, 167.375 acres, more or less, of land, out of the William Gatlin Survey, Abstract No. 271, located on the south side of CR 199. (Carolyn Horner)

- 9B. Open and conduct the second public hearing regarding the proposed annexation of the Wallin Family Hutto Investments Tract (136.0 acres) located on the west side of FM 1660 North, along the northern boundary of the Hutto Parke Subdivision; and the Overton/Wolter Tracts (181.33 acres) located on the east side of CR 119, adjacent to the northeast boundary of the Hutto Parke Subdivision. All tracts are out of the John Dykes Survey, Abstract No. 186. (Carolyn Horner)

- 9C. Open and conduct the second public hearing regarding the proposed annexation of the Packsaddle Tracts, 169.99 acres, more or less, of land located on the east side of FM 1660 North and adjacent to the northern boundary of the Rivers Crossing Subdivision. (Carolyn Horner)

10. **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.

- 10A. Consideration and possible action on the meeting minutes for the March 1, 2018 Regular City Council Meetings. (Lisa Brown)
- 10B. Consideration and possible action on a resolution approving the proposed McGee 1st Addition Block 7 Amended Plat, 1.72 acres, more or less, of land, one commercial lot, located at the southwest corner of FM 1660 South and East Front Street. (Carolyn Horner)
- 10C. Consideration and possible action on a resolution approving the proposed Limmer Loop Church Addition Replat, 7.0121 acres, more or less, of land, one commercial lot, located at 2101 Limmer Loop. (Carolyn Horner)

REGULAR AGENDA ITEMS

11. ORDINANCES:

- 11A. Consideration of a public hearing and possible action the second reading of an ordinance of the city of Hutto, Texas amending the Code of Ordinances (2014 Edition), Chapter 4, Article 4.01 General Provisions; Article 4.05 Caring for Animal; 4.08 Licensing of Dogs and Cats; Article 4.12 Impoundment; repealing conflicting ordinances and resolutions and establishing and effective date. (Scot Stromsness)

12. RESOLUTIONS:

- 12A. Consideration and possible action on a resolution adopting the Hutto Strategic Plan. (Helen Ramirez)
- 12B. Consideration and possible action concerning a resolution for the naming of of the Pollard park property. (Larry Foos)

13. OTHER BUSINESS:

- 13A. Consideration and possible action on appointments to the Library Advisory Board, Historic Preservation Commission and the Economic Development Corporation.

14. EXECUTIVE SESSION:

- 14A. Executive Session, as authorized by Texas Government Code, Section 551.071, regarding consulting with an Attorney, and Section 551.087, economic development negotiations.
- 14B. Executive Session, as authorized by Texas Government Code, Section 551.071, regarding consultation with Attorney.

15. ACTION RELATIVE TO EXECUTIVE SESSION:

- 15A. Consideration and possible action relative to Item 14B.

16. ADJOURNMENT

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

CERTIFICATION

I certify that this notice of the Hutto City Council meeting was posted on the City Hall bulletin board of the City of Hutto on March 9, 2018 at _____ p.m.

Original Agenda Signed

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.

Official Proclamation

Whereas, the control of litter and litter prevention is vitally important to the quality of life and economic development in Hutto, Texas, and;

Whereas, Keep Hutto Beautiful and the City of Hutto strive to create opportunities in which individuals, businesses, civic organizations, school groups, and nonprofits can come together to better the community through service and cleanup initiatives, and;

Whereas, A clean community has a positive effect on safety, quality of life, economic development, and a more sustained environmental; programs such as Hutto Adopt-A-Spot encourage cleaner communities and support the missions of Keep Texas Beautiful, Don't Mess With Texas, Keep America Beautiful and other organizations with a history of addressing litter by advocating individual responsibility, community partnerships and volunteerism, and;

Whereas, all residents are invited to support litter prevention in Hutto, Texas through participation in the Hutto Adopt-A-Spot Program and other litter prevention programs offered through Keep Hutto Beautiful and the City of Hutto, Now therefore,

Now, Therefore, I, **DOUG GAUL, MAYOR**, of the City of Hutto, do hereby proclaim the Month of March 2018, as

“ADOPT-A-SPOT MONTH”

in Hutto, and encourage all citizens and organizations to partner with Keep Hutto Beautiful to Adopt-A-Spot and help keep the Hutto Community a clean and beautiful place to live, work and play.

Proclaimed this the 15th day of March 2018.



CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

**CITY OF HUTTO
CITY COUNCIL AGENDA**

AGENDA ITEM NO.:

9A.

AGENDA DATE: March 15, 2018

PRESENTED BY:

Carolyn Horner, AICP, Planning Director,
Business & Development Services

ITEM:

Open and conduct the second public hearing regarding the proposed annexation of the Neal Tracts, 167.375 acres, more or less, of land, out of the William Gatlin Survey, Abstract No. 271, located on the south side of CR 199. (Carolyn Horner)

STRATEGIC GUIDE POLICY: Well Balanced & Diversified Economy

ITEM BACKGROUND:

A Municipal Service Plan (MSP) has been drafted per the Council's directive from their regularly scheduled meeting on February 15, 2018.

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

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

BUDGETARY AND FINANCIAL SUMMARY:

Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

Not applicable.

CITY ATTORNEY REVIEW:

Not applicable.

STAFF RECOMMENDATION:

Staff recommends that the Council open the public hearing, and then close it following any public comment.

SUPPORTING MATERIAL:

1. [Notice Posted](#)

PUBLIC NOTICE NOTICE OF A PUBLIC HEARING

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

The proposal to institute annexation proceedings to enlarge and extend the city limits boundary of said City and to establish base zoning as SF-1 (Single Family Residential), to include the following described properties consisting of approximately 167.375 acres heretofore referred to as the Neal Tracts property, to-wit:

The Neal Tracts property (167.375 acres) described as being situated in the William Gatlin Survey, Abstract No. 271, in Williamson County, Texas.

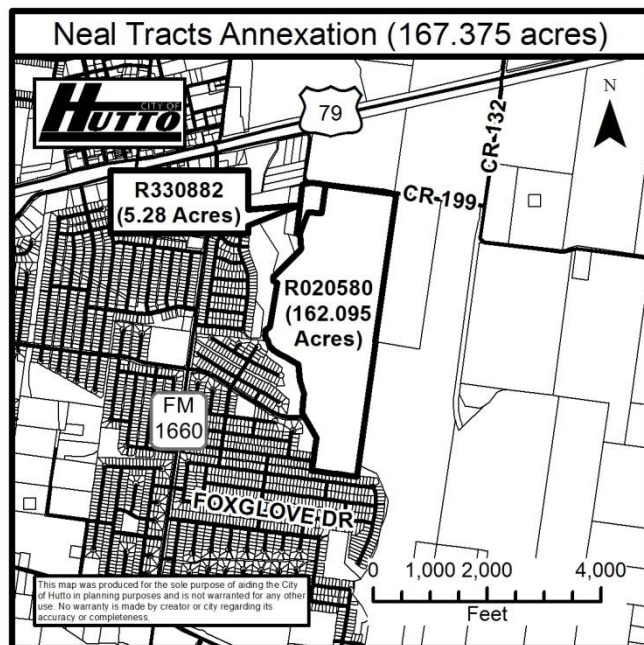
At said time and place all such persons interested shall have the right to appear and be heard. Of all said matters and things, all persons interested in the subject matter herein mentioned shall take notice.

A public hearing will be held on
March 15, 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: February 25, 2018



CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.:

9B.

AGENDA DATE: March 15, 2018

PRESENTED BY:

Carolyn Horner, AICP, Planning Director,
Business & Development services

ITEM:

Open and conduct the second public hearing regarding the proposed annexation of the Wallin Family Hutto Investments Tract (136.0 acres) located on the west side of FM 1660 North, along the northern boundary of the Hutto Parke Subdivision; and the Overton/Wolter Tracts (181.33 acres) located on the east side of CR 119, adjacent to the northeast boundary of the Hutto Parke Subdivision. All tracts are out of the John Dykes Survey, Abstract No. 186. (Carolyn Horner)

STRATEGIC GUIDE POLICY: Well Balanced & Diversified Economy

ITEM BACKGROUND:

A Municipal Service Plan (MSP) has been drafted per the Council's directive from their regularly scheduled meeting on February 15, 2018.

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

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

BUDGETARY AND FINANCIAL SUMMARY:

Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

Not applicable.

CITY ATTORNEY REVIEW:

Not applicable.

STAFF RECOMMENDATION:

Staff recommends that the Council open the public hearing, and then close it following any public comment.

SUPPORTING MATERIAL:

1. [Notice Posted](#)

PUBLIC NOTICE NOTICE OF A PUBLIC HEARING

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

The proposal to institute annexation proceedings to enlarge and extend the city limits boundary of said City and to establish base zoning as SF-1 (Single Family Residential), to include the following described properties consisting of approximately 181.33 acres heretofore referred to as the Overton-Wolter Tracts property, and the property consisting of approximately 136.0 acres heretofore referred to as the Wallin Family Hutto Investments Tract property, to-wit:

The Overton-Wolter Tracts property (181.33 acres), and the Wallin Family Hutto Investments Tract property (136.0 acres), described as being situated in the John C. Dykes Survey, Abstract No. 186, in Williamson County, Texas.

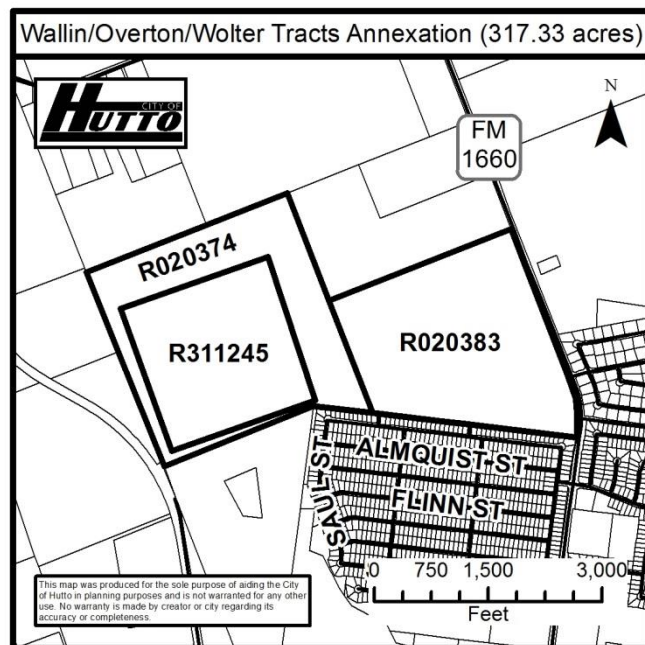
At said time and place all such persons interested shall have the right to appear and be heard. Of all said matters and things, all persons interested in the subject matter herein mentioned shall take notice.

A public hearing will be held on
March 15, 2018 at 7:00 p.m.

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

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Publication Date: February 25, 2018



CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.:

9C.

AGENDA DATE: March 15, 2018

PRESENTED BY:

Carolyn Horner, AICP, Planning Director,
Business & Development Services

ITEM:

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

STRATEGIC GUIDE POLICY: Well Balanced & Diversified Economy

ITEM BACKGROUND:

A Municipal Service Plan (MSP) has been drafted per the Council's directive from their regularly scheduled meeting on February 15, 2018.

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

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

BUDGETARY AND FINANCIAL SUMMARY:

Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

Not applicable.

CITY ATTORNEY REVIEW:

Not applicable.

STAFF RECOMMENDATION:

Staff recommends that the Council open the public hearing, and then close it following any public comment.

SUPPORTING MATERIAL:

1. [Notice Posted](#)

PUBLIC NOTICE NOTICE OF A PUBLIC HEARING

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

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

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

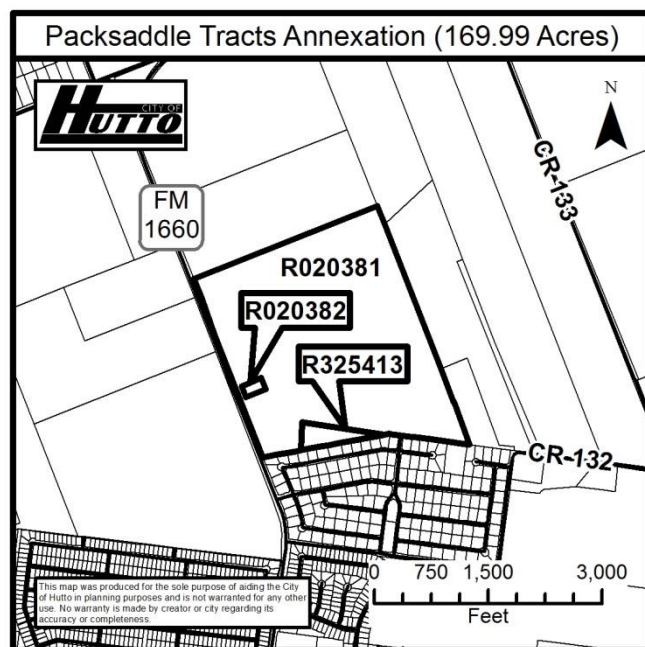
At said time and place all such persons interested shall have the right to appear and be heard. Of all said matters and things, all persons interested in the subject matter herein mentioned shall take notice.

A public hearing will be held on
March 15, 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: February 25, 2018





**CITY COUNCIL
MEETING MINUTES
MARCH 1, 2018**

The Hutto City Council met in a regular session on Thursday, March 1, 2018, in the Hutto City Council Chamber, 401 W. Front Street, Hutto, TX 78634.

CALL SESSION TO ORDER

Mayor Gaul called the meeting to order at 7:01 p.m.

ROLL CALL

The mayor called the roll.

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

Members of staff that were present were Odis Jones, City Manager, Morgan Johnson, City Attorney, Helen Ramirez, Assistant City Manager, Byron Frankland, Chief of Police, Paul Hall, Assistant Chief of Police, Scot Stromsness, Executive Director of Public Works and Engineering, Carolyn Horner, Director of Planning, Eliska Padilla, Executive Director of Communications and Marketing, Anthony Emadi, Chief Financial Officer Anthony Host, Engineering Project Manager, Wayne Cunningham, Animal Control Officer, and Lisa Brown, City Secretary.

INVOCATION

The invocation was led by Greg Gaskamp of Hutto Lutheran Church.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the United States and Texas flags were lead by Mayor Gaul.

CITY COUNCIL COMMENTS

There were no comments from the council.

PUBLIC COMMENT

Patti Noel – Ms. Noel commented that she would like a correction to the minutes from the October 19, 2017 council meeting to accurately reflect her statement regarding Move Hutto Forward.

Susan Cates – Ms. Cates commented on her employment with the City.

Jean Latsha – Ms. Latsha requested the Council place an item on a future agenda to discuss the Hutto Station project.

CITY MANAGER COMMENTS:

- 7A. Presentation of financial statements, budget to actual comparison, and investment balances as of January 31, 2018.

Anthony Emadi, CFO reviewed the finances and investments of the City. The City has received \$8,000,000.00 in property tax revenue.

The amount in the utility fund will increase with the advent of summer. Councilmember Lucio inquired about the delay in applying the \$4.00 wastewater fee. It was explained that public notice had to be posted in the newspaper prior to implementation.

- 7B. Presentation of Fiscal Year 2019 Budget Schedule.

Anthony Emadi presented the schedule of times to meet with each department to access needs for the 2019 Budget.

- 7C. Presentation by Bob Wunch of MA Partners on the status of the Co-Op District.

Bob Wunch, Bob Galloway, and Mark Baker of Jackson Galloway gave an update on the Co-Op project and reviewed a rendering of the new City Hall.

- 7D. Presentation and discussion of the Hutto Independent School District Strategic Plan Update.

Dr. Robert Sormani presented the Hutto ISD Vision 2025 a plan for next 7 years. The current statistics fro the school district are as follows:

7230 Students

2915 Ride the bus daily

The District has a budget of \$69M

Property Tax valued at \$2.9B

Last Construction Bond was 2008

10 Campuses with 1 under construction and considering building an elementary school in Star Ranch

Evaluating the need for a second high school or expanding the current high school

Student population is estimated to be 11,000

- 7E. Presentation of Hutto Police Department Yearly Crime Report. (Byron Frankland, Chief of Police)

Motion: Council Member Grimm made a motion to table the presentation until the next meeting.

Vote:

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

Nays None

Action: The motion carried with 7 ayes and nays.

PUBLIC HEARINGS:

- 8A. Open and conduct the first public hearing regarding the proposed annexation of the Neal Tracts, 167.375 acres, more or less, of land, out of the William Gatlin Survey, Abstract No. 271, located on the south side of CR 199.

A public hearing was opened at 8:07 p.m. There being no comments the hearing was closed at 8:07 p.m.

- 8B. Open and conduct the first public hearing regarding the proposed annexation of the Wallin Family Hutto Investments Tract (136.0 acres) located on the west side of FM 1660 North, along the northern boundary of the Hutto Parke Subdivision; and the Overton/Wolter Tracts (181.33 acres) located on the east side of CR 119, adjacent to the northeast boundary of the Hutto Parke Subdivision. All tracts are out of the John Dykes Survey, Abstract No. 186.

A public hearing was opened at 8:09 p.m. There being no comments the hearing was closed at 8:09 p.m.

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

Mayor Gaul recessed the meeting for a 5 minute break and the meeting reconvened at 8:18 p.m.

A public hearing was opened at 8:23 p.m. There being no comments the hearing was closed at 8:23 p.m.

Armando Gaytan – *Mr. Gaytan would like to be kept informed about what is happening with regard to the drainage issues in the area during development.*

CONSENT AGENDA ITEMS:

All items listed on the consent agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Council member in which event, the item will be removed from the consent agenda and considered as a regular agenda item.

- 9A. Consideration and possible action on the meeting minutes for the February 15, 2018 Regular City Council Meetings.

Councilmember Grimm noted that a correction be made to 10H to show Mayor Pro-tem Hines seconded the motion.

- 9B. Consideration and possible action on the acceptance of the street, sidewalk, sidewalk ramps, drainage, and wastewater improvements of Hutto Square 5A Subdivision.

- 9C. Consideration and possible action of authorizing the City Manager to enter into an inter-local agreement with Hutto ISD for the purpose of receiving a contribution of \$225,000.00 for the

construction of sidewalks on Limmer Loop. (Helen Ramirez)

Motion: Council Member Killough made a motion to approve consent agenda items 9A, 9B, and 9C with the stated amendments to the February 15, 2018 minutes. Councilmember Hines seconded the motion.

Vote:

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

Action: The motion carried with 7 ayes and nays.

REGULAR AGENDA ITEMS

ORDINANCES:

- 10A. Consideration of a public hearing and possible action on the first reading of an ordinance approving the zoning change for the property known as 2101 Limmer Loop, 5.002 acres, more or less, of land, located at 2101 Limmer Loop, from (Interim) SF-1 (Single Family Residential) to B-2 (General Commercial) zoning district. (Carolyn Horner)

Carolyn Horner, Executive Director of Planning and Development proposed a zoning change for the vacant land at 2101 Limmer Loop for construct of a church.

A public hearing was opened at 8:23 p.m. There being no comments the hearing was closed at 8:23 p.m.

Motion: Council Member Hines made a motion to approve to approve the zoning change and to dispense with the second reading. Councilmember Valdez seconded the motion.

Vote:

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

Action: The motion carried with 7 ayes and nays.

- 10B. Consideration and possible action on the second and final reading of an ordinance amending the

Carolyn Horner presented the proposed ordinance for the second and final reading. The ordinance was modified to remove the Historic Preservation Commission as a recommending body.

Motion: Council Member Killough made a motion to approve the ordinance.
Councilmember Jordan seconded the motion.

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

Action: The motion carried with 7 ayes and nays.

- 10C. *Consideration of a public hearing and possible action on the first reading of an ordinance of the City of Hutto, Texas amending the Code of Ordinances (2014 Edition), Chapter 4, Article 4.01 General Provisions, Article 4.05 Caring for Animals, 4.08 Licensing of Dogs and Cats, Article 4.12 Impoundment; repealing conflicting ordinances and resolutions and establishing an effective date. (Scot Stromsness)*

Scot Stromsness presented changes to the ordinance that would add new language regarding shelters and basic care of animals. The changes also include replacing the words throughout from "County Commissioners' Court" to "Governing Body."

Councilmember Grimm questioned if the owner picks up their animal before the expiration of the 24-hour hold do they have to pay the fee.

Wayne Cunningham confirmed if a pet is picked up that is not registered the owner must pay the registration fees in order for the pet to be returned. The pet registration fee is \$5.00 for spayed and neutered and \$10 for intact pets.

Councilmember Rose stated that he does not want to be locked into specific language with regard to the definition of the word "shelter."

Motion: Council Member Hines made a motion to approve the first reading of the ordinance. Councilmember Grimm seconded the motion.

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

Action: The motion carried with 7 ayes and nays.

EXECUTIVE SESSION:

- 11A. *Executive Session*, as authorized by Section 551.074, Texas Government Code, Personnel Matters, to deliberate the appointment, employment, evaluation, or duties of public officer or employees: the appointment of Economic Development and Library Advisory Board members.

Motion: Council Member Killough made a motion to table the discussion due to incorrect wording. Councilmember Hines seconded the motion.

Vote:

Ayes	Mayor Doug Gaul Mayor Pro-tem Hines Councilmember Scott Rose Councilmember Nathan Killough Councilmember Tim Jordan Councilmember Lucio Valdez Councilmember Terri Grimm
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Nays	Councilmember Lucio Valdez Councilmember Terri Grimm
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Action: The motion carried with 5 ayes and 2 nays.

ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

APPROVED

Lisa L. Brown

CITY OF HUTTO CITY COUNCIL AGENDA

AGENDA ITEM NO.:

10B.

AGENDA DATE: March 15, 2018

PRESENTED BY:

Carolyn Horner, AICP, Planning Director,
Business & Development Services

ITEM:

Consideration and possible action on a resolution approving the proposed McGee 1st Addition Block 7 Amended Plat, 1.72 acres, more or less, of land, one commercial lot, located at the southwest corner of FM 1660 South and East Front Street. (Carolyn Horner)

STRATEGIC GUIDE POLICY: Well Balanced & Diversified Economy

ITEM BACKGROUND:

The McGee's 1st Addition Lot 7 Amended Plat is proposing a 1.72 acre subdivision consisting of 1 non-residential lot. The proposed subdivision is located on the corner of Front Street and F.M. 1660 South, north of Austin Avenue.

Access to the site will be from Front Street and Austin Avenue. Water and wastewater are available to the site.

All comments have been addressed.

BUDGETARY AND FINANCIAL SUMMARY:

Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

The Planning and Zoning Commission recommended approval to City Council on March 6, 2018. The motion passed unanimously.

CITY ATTORNEY REVIEW:

Not applicable.

STAFF RECOMMENDATION:

Staff recommends that the Council approve the resolution.

SUPPORTING MATERIAL:

1. [Resolution - MeGees 1st Addition Block 7 Amended Plat](#)
2. [MeGees First Addition Block 7 Amended Plat](#)

RESOLUTION NO.

A RESOLUTION APPROVING THE PLAT KNOWN AS "MEGEE 1ST ADDITION BLOCK 7 AMENDED PLAT"; IN THE CITY OF HUTTO, WILLIAMSON COUNTY, TEXAS.

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

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

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

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

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

that the Hutto City Council hereby approves the resolution for the plat known as "McGee 1st Addition Block 7 Amended Plat", a copy of same being attached hereto as "Exhibit A" and incorporated herein for all purposes.

CONSIDERED and RESOLVED on this the 15th day of the month **March, 2018**.

THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

ATTEST:

Lisa L. Brown, City Secretary

AMENDED PLAT OF LOT 7 MEGEE'S 1ST ADDITION

City of Hutto
Williamson County, Texas

centerline of U.S. HWY 79

Station 0+00.0 at centerline U.S. Hwy 79 (Station 220+53.8)

U.S. HWY 79

I & G N RAILROAD

WEST FRONT STREET

(N77°15'49"E 288.82')
(N77°11'10"E 288.81')

Station 0+90.9 at centerline railroad

at PC Station 2+05.3

S05°32'04"E
15.44'
(S04°40'11"E
(15.46)

LaCR Enterprises L.P.
(1.618 Acre)
Document No. 2008083174

Wm. J. Brown Survey
Abstract No. 105

Clifford Dudley Marx and
Deborah Kay Marx
(1.2516 Acre)
Document No. 9753656

LOT 1
1.72 ACRES

S01°35'52"W C=235.18'
A=235.61' R=116.37'
(S01°20'15"W C=234.97')
F. M. 1660
(60')

William L. Victor and
Milrae Victor
(0.44 Acre)
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at PT Station 4+47.3

S05°44'36"W
32.10'
(S06°00'03"W
(31.13)

S77°10'53"W 249.66'
(S77°10'53"W 249.11')
Bearing Basis

EAST AUSTIN STREET (80')

QUAIL MEADOWS SUBDIVISION
Instrument No. 2014082574

Lot 1
Block 1

Lot 2
Block A

CHERRY 1660 SUBDIVISION
Document No. 2007077057

Lot 1
Block A

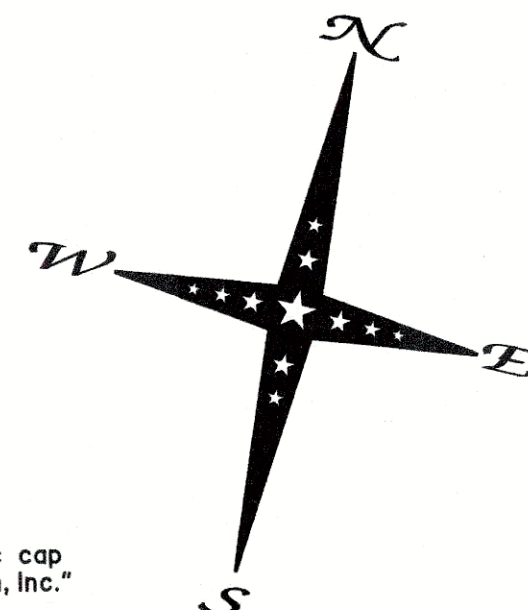
DEDICATION
STATE OF TEXAS
COUNTY OF WILLIAMSON
KNOW ALL MEN BY THESE PRESENTS THAT 133 W. FRONT, LLC,
OWNER OF ALL OF THAT CERTAIN (1.72 ACRE) TRACT OF LAND OUT OF THE
Wm. J. BROWN SURVEY ABSTRACT No. 105 IN WILLIAMSON COUNTY,
TEXAS, AS CONVEYED TO IT BY GENERAL WARRANTY DEED RECORDED IN
DOCUMENT No. 2016108064 OF THE OFFICIAL PUBLIC RECORDS OF
WILLIAMSON COUNTY, TEXAS, DO HEREBY SUBDIVIDE SAID
1.72 ACRE TRACT OF LAND AND DO HEREBY JOIN, APPROVE AND CONSENT
TO ALL DEDICATIONS AND PLAT NOTE REQUIREMENTS SHOWN HEREON.
I DO HEREBY APPROVE THE RECORDATION OF THIS SUBDIVISION PLAT AND
DEDICATE TO THE PUBLIC USE FOREVER ANY EASEMENTS AND ROADS THAT
ARE SHOWN HEREON.
THIS SUBDIVISION IS TO BE KNOWN AS "AMENDED PLAT OF LOT 7 MEGEE'S 1st ADDITION".

SCALE: 1" = 50'

0 50 100 150
graphic scale

Legend

- ⊙ 1/4" Iron Rod Found
 - ⊕ 1/4" Capped Iron Rod Found
 - 1/4" Iron Rod Set with plastic cap
imprinted with "Holt Carson, Inc."
- (Record Bearing and Distance)



NAJIB WEHBE
Authorized Agent for
133 W. Front, LLC

ACKNOWLEDGEMENT
THE STATE OF TEXAS
COUNTY OF TRAVIS

BEFORE ME, THE UNDERSIGNED AUTHORITY,
DID HEREBY APPEAR NAJIB WEHBE
KNOWN TO ME TO BE THE PERSON WHOSE NAME IS
SUBSCRIBED TO THE FOREGOING STATEMENT,
AND HE ACKNOWLEDGED BEFORE ME THAT HE
EXECUTED THE SAME FOR THE PURPOSES AND
CONSIDERATIONS STATED THEREIN.

NOTARY PUBLIC: _____

PRINTED NAME: _____

COMMISSION EXPIRES: _____

ENGINEER'S CERTIFICATION

NO PORTION OF THIS TRACT OF LAND IS WITHIN THE 100 YEAR FLOOD PLAIN
AS SHOWN ON FLOOD INSURANCE RATE COMMUNITY PANEL No. 48491C 0520 E,
DATED SEPTEMBER 26, 2008 FOR WILLIAMSON COUNTY, TEXAS.
THIS TRACT IS NOT LOCATED IN THE EDWARDS AQUIFER RECHARGE ZONE.

MIRZA TAHIR BAIG
PROFESSIONAL ENGINEER No. 82577

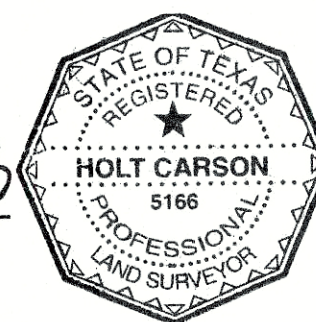
2/14/2018
DATE

SURVEYOR'S CERTIFICATION

I, HOLT CARSON, DO HEREBY CERTIFY THAT I PREPARED THIS PLAT
FROM AN ACTUAL AND ON THE GROUND SURVEY OF THE LAND SHOWN
HEREON AND THAT THE CORNER MONUMENTS SHOWN HEREON WERE
PROPERLY PLACED UNDER MY SUPERVISION.

HOLT CARSON
REGISTERED PROFESSIONAL LAND SURVEYOR No. 5166

2-13-2018
DATE



APPROVAL
CITY OF HUTTO

THIS PLAT WAS APPROVED FOR RECORDING BY THE CITY COUNCIL
ON THE _____ DAY OF _____ 20____

DOUG GAUL MAYOR CITY OF HUTTO

LUCRETIA ALVAREZ CITY SECRETARY

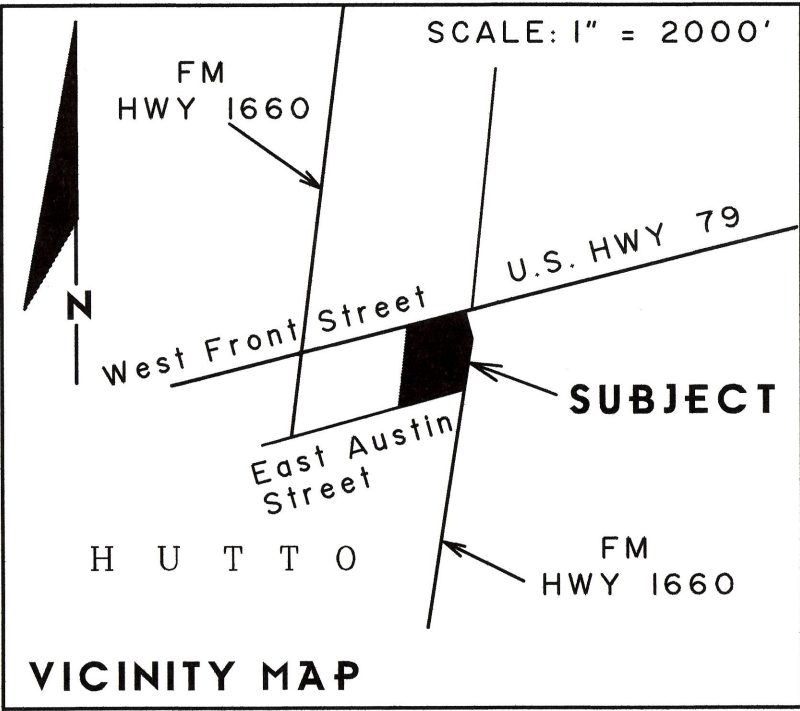
Received 2/14/18



AMENDED PLAT OF
LOT 7
MEGEE'S 1ST ADDITION

City of Hutto
Williamson County, Texas

- STANDARD PLAT NOTES:
1. NO BUILDINGS, FENCING, LANDSCAPING OR STRUCTURES ARE ALLOWED WITHIN ANY DRAINAGE OR WASTEWATER EASEMENT UNLESS EXPRESSLY PERMITTED BY THE CITY OF HUTTO.
 2. BUILDING SETBACKS SHALL CONFORM TO CITY CODES AND REGULATIONS.
 3. A TEN (10) FOOT PUBLIC UTILITY EASEMENT (PUE) IS HEREBY DEDICATED ALONG AND ADJACENT TO ALL STREET SIDE PROPERTY LINES.
 4. A FIVE (5) FOOT PUBLIC UTILITY EASEMENT (PUE) IS HEREBY DEDICATED ON EACH SIDE OF ALL REAR LOT LINES.
 5. A FIVE (5) FOOT PUBLIC UTILITY EASEMENT (PUE) IS HEREBY DEDICATED ON EACH SIDE OF ALL SIDE LOT LINES.
 6. NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTION IS MADE TO PUBLIC WATER AND WASTEWATER UTILITIES.
 7. AN ARTERIAL FENCE SHALL BE CONSTRUCTED PER CITY CODES AND REGULATIONS.
 8. STREET LIGHTING SHALL BE PROVIDED BY THE DEVELOPER IN CONFORMANCE WITH CITY CODES AND REGULATIONS.
 9. NO PORTION OF THIS TRACT OF LAND IS ENCROACHED BY THE ULTIMATE 1% ANNUAL CHANCE FLOODPLAIN.
 10. NO PORTION OF THIS TRACT OF LAND IS ENCROACHED BY ANY SPECIAL FLOOD HAZARD AREAS INUNDATED BY THE 1% ANNUAL CHANCE FLOODPLAIN AS IDENTIFIED BY THE U.S. FEDERAL EMERGENCY MANAGEMENT AGENCY BOUNDARY MAP (FLOOD INSURANCE RATE MAP) COMMUNITY PANEL No. 48491C 0520 E, EFFECTIVE DATE SEPTEMBER 26, 2008, FOR WILLIAMSON COUNTY, TEXAS.
 11. ALL SUBDIVISION CONSTRUCTION SHALL CONFORM TO THE CITY OF HUTTO CODES AND REGULATIONS, CONSTRUCTION STANDARDS AND GENERALLY ACCEPTED ENGINEERING PRACTICES.
 12. ALL EASEMENTS ON PRIVATE PROPERTY SHALL BE MAINTAINED BY THE PROPERTY OWNER OR HIS OR HER ASSIGNS.
 13. UTILITY PROVIDERS:
Water: City of Hutto
Wastewater: City of Hutto
Electric: Oncor
Gas: Atmos
Telephone: Spectrum
 14. ON-SITE STORMWATER DETENTION FACILITIES WILL BE PROVIDED TO REDUCE POST-DEVELOPMENT PEAK RATES OF DISCHARGE OF THE 2, 10, 25 AND 100 YEAR STORM EVENTS.
 15. SIDEWALKS SHALL BE PROVIDED ALONG ALL STREETS BOUNDING THIS SUBDIVISION.



STATE OF TEXAS
COUNTY OF WILLIAMSON KNOW ALL MEN BY THESE PRESENTS
THAT I, NANCY RISTER, CLERK OF THE COUNTY COURT OF SAID COUNTY, DO HEREBY CERTIFY
THAT THE FOREGOING INSTRUMENT IN WRITING, WITH ITS CERTIFICATE OF AUTHENTICATION
WAS FILED FOR RECORD IN MY OFFICE ON THE ____ DAY OF ____ 20__ A.D.
AT ____ O'CLOCK, ____ M. AND DULY RECORDED ON THE ____ DAY OF ____ 20__ A.D.,
AT ____ O'CLOCK, ____ M. IN THE OFFICIAL PUBLIC RECORDS OF SAID COUNTY IN
DOCUMENT No. ____

TO CERTIFY WHICH, WITNESS MY HAND AND SEAL AT THE COUNTY COURT OF SAID COUNTY,
AT MY OFFICE IN GEORGETOWN, TEXAS, THE DATE LAST SHOWN ABOVE WRITTEN.

NANCY RISTER, CLERK, COUNTY COURT
WILLIAMSON COUNTY, TEXAS

BY: _____
DEPUTY

FIELD NOTE DESCRIPTION OF 1.72 ACRES OF LAND OUT OF THE Wm. J. BROWN
SURVEY ABSTRACT No. 105 IN WILLIAMSON COUNTY, TEXAS, BEING ALL OF
THAT CERTAIN (1.72 ACRE) TRACT OF LAND AS CONVEYED TO 133 W. FRONT, LLC
BY GENERAL WARRANTY DEED RECORDED IN DOCUMENT No. 2016108064 OF THE
OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS, AND BEING MORE
PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 1/2" iron pipe found in the South right-of-way line of West Front Street and in
the North line of Lot 7, MeGee's Addition, a subdivision in Williamson County, Texas,
according to the map or plat thereof recorded in Volume 53 Page 112 of the Deed Records of
Williamson County, Texas, for the Northwest corner of that certain (1.72 acre) tract of land as
conveyed to 133 W. Front, LLC, by General Warranty Deed recorded in Document No.
2016108064 of the Official Public Records of Williamson County, Texas, and for the Northeast
corner of that certain (1.2516 acre) tract of land as conveyed to Clifford Dudley Marx and
Deborah Kay Marx by Warranty Deed recorded in Document No. 9753656 of the Official
Records of Williamson County, Texas, and being the Northwest corner and PLACE OF
BEGINNING of the herein described tract of land, and from which a 1/2" iron pipe found in the
South right-of-way line of West Front Street for the Northwest corner of Lot 6 of said MeGee's
Addition, and the Northwest corner of said Marx (1.2516 acre) tract bears S 77 deg. 08' 15" W
214.02 ft..

THENCE with the South right-of-way line of West Front Street and with the North line of said
(1.72 acre) tract, N 77 deg. 11' 10" E 288.81 ft. to a capped iron rod found at the point of
intersection with the West right-of-way line of F.M. Highway No. 1660 for the Northeast corner
of said (1.72 acre) tract and being the Northeast corner of this tract.

THENCE leaving the South right-of-way line of West Front Street with the West right-of-way
line of F.M. Highway No. 1660 and with the East line of said (1.72 acre) tract, the following
three (3) courses:

- 1) S 05 deg. 32' 04" E 15.44 ft. to a concrete monument found for a point of curvature.
- 2) along a curve to the right with a radius of 1116.37 ft. for an arc length of 235.61 ft. and
which chord bears S 01 deg. 13' 52" W 235.18 ft. to a concrete monument found
for a point of tangency.
- 3) S 05 deg. 44' 36" W 32.10 ft. to a concrete monument found at the point of intersection
with the North right-of-way line of East Austin Street for the Southeast corner of
said (1.72 acre) tract and being the Southeast corner of this tract.

THENCE leaving the West right-of-way line of F.M. Highway No. 1660 with the North right-of-
way line of East Austin Street and with the South line of said (1.72 acre) tract, S 77 deg. 10' 53"
W 249.66 ft. to a point in the South line of said Lot 7 for the Southeast corner of said Marx
(1.2516 acre) tract and for the Southwest corner of said (1.72 acre) tract and being the Southwest
corner of this tract, and from which a 1/2" iron pipe found in the North right-of-way line of East
Austin Street for the Southwest corner of said Lot 6 and for the Southwest corner of said Marx
(1.2516 acre) tract bears S 77 deg. 10' 53" W 184.06 ft..

THENCE leaving the North right-of-way line of East Austin Street and crossing the interior of
said Lot 7 with the common line of said (1.72 acre) tract and said Marx (1.2516 acre) tract, N 06
deg. 32' 41" W 275.56 ft. to the PLACE OF BEGINNING, containing 1.72 acres of land.

Received 2/14/18



**CITY OF HUTTO
CITY COUNCIL AGENDA**

AGENDA ITEM NO.: 10C.

AGENDA DATE: March 15, 2018

PRESENTED BY: Carolyn Horner, AICP, Planning Director,
Business & Development Services

ITEM:

Consideration and possible action on a resolution approving the proposed Limmer Loop Church Addition Replat, 7.0121 acres, more or less, of land, one commercial lot, located at 2101 Limmer Loop. (Carolyn Horner)

STRATEGIC GUIDE POLICY: Well Balanced & Diversified Economy

ITEM BACKGROUND:

The Limmer Loop Church Addition Replat is proposing a 7.0121 acre subdivision consisting of 1 non-residential lot. The proposed subdivision is located on the north side of Limmer Loop, just east of Innovation Boulevard. The lot is a replat of one lot of the Maldonado Subdivision and a previously unplatted tract.

Access to the site will be from Limmer Loop. Water and wastewater are available through Jonah S.U.D.

All comments have been addressed.

BUDGETARY AND FINANCIAL SUMMARY:

Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

The Planning and Zoning Commission recommended approval to City Council on March 6, 2018. The motion passed unanimously.

CITY ATTORNEY REVIEW:

Not applicable.

STAFF RECOMMENDATION:

Staff recommends that the Council approve the resolution.

SUPPORTING MATERIAL:

1. [Resolution - Limmer Loop Church Addition Replat](#)
2. [Limmer Loop Church Addition Final Plat](#)

RESOLUTION NO.

A RESOLUTION APPROVING THE PLAT KNOWN AS "LIMMER LOOP CHURCH ADDITION REPLAT"; IN THE CITY OF HUTTO, WILLIAMSON COUNTY, TEXAS.

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

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

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

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

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

that the Hutto City Council hereby approves the resolution for the plat known as "Limmer Loop Church Addition Replat", a copy of same being attached hereto as "Exhibit A" and incorporated herein for all purposes.

CONSIDERED and RESOLVED on this the **15th** day of the month **March, 2018**.

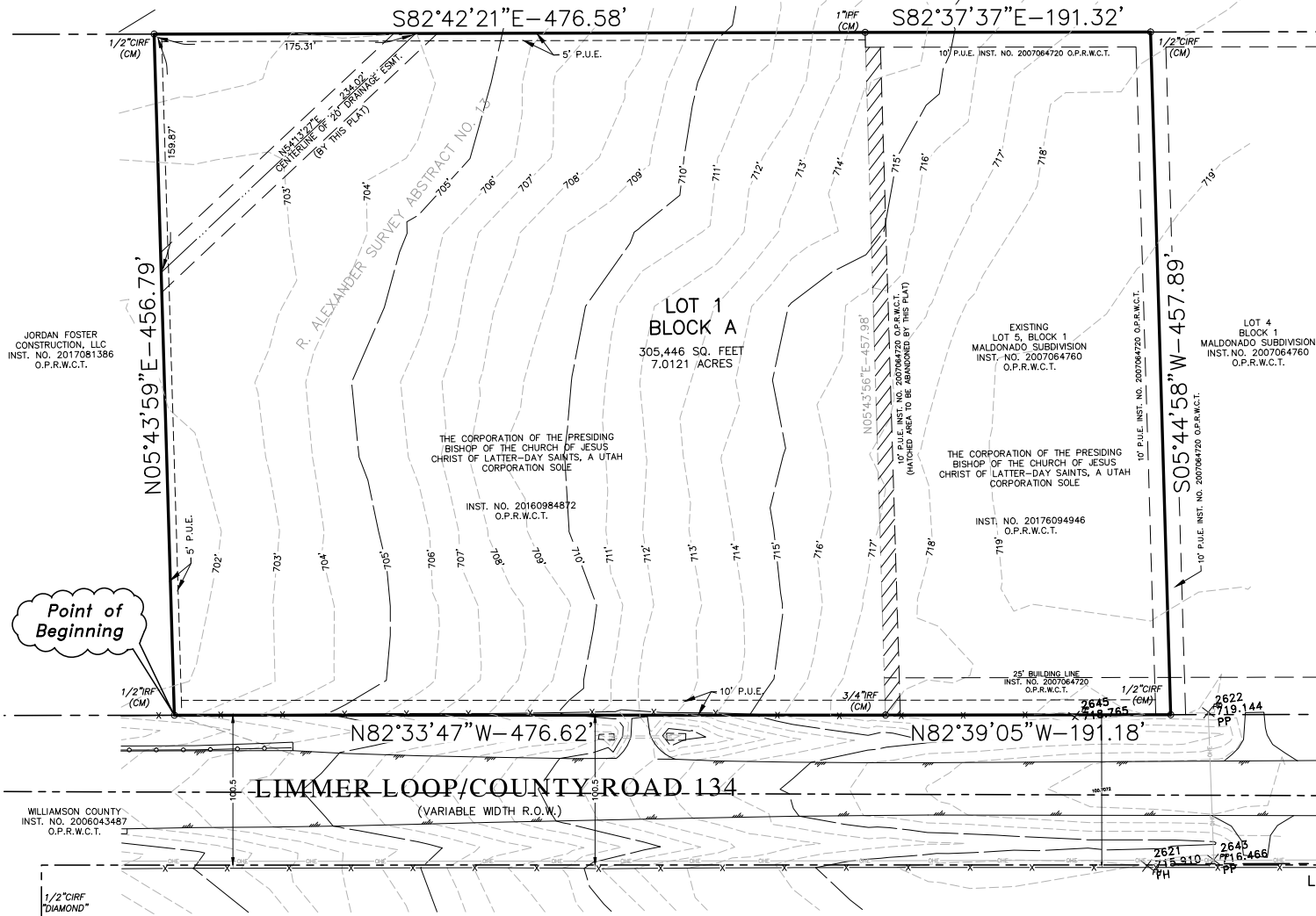
THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

ATTEST:

Lisa L. Brown, City Secretary

JOEL GOODE AND
JAMES PEPPER
TRACT 2
INST. NO. 2007053624
O.P.R.W.C.T.



JORDAN FOSTER
CONSTRUCTION, LLC
INST. NO. 2017081386
O.P.R.W.C.T.

THE CORPORATION OF THE PRESIDING
BISHOP OF THE CHURCH OF JESUS
CHRIST OF LATTER-DAY SAINTS, A UTAH
CORPORATION SOLE

INST. NO. 20160984872
O.P.R.W.C.T.

EXISTING
LOT 5, BLOCK 1
MALDONADO SUBDIVISION
INST. NO. 2007064760
O.P.R.W.C.T.

THE CORPORATION OF THE PRESIDING
BISHOP OF THE CHURCH OF JESUS
CHRIST OF LATTER-DAY SAINTS, A UTAH
CORPORATION SOLE

INST. NO. 20176094946
O.P.R.W.C.T.

LOT 4
BLOCK 1
MALDONADO SUBDIVISION
INST. NO. 2007064760
O.P.R.W.C.T.

Point of
Beginning

WILLIAMSON COUNTY
INST. NO. 2006043487
O.P.R.W.C.T.

LEGEND

CIRS 5/8 INCH IRON ROD SET WITH
CAP STAMPED "JDJR"
IRF IRON ROD FOUND
(CM) CONTROL MONUMENT
O.P.R.W.C.T. OFFICIAL PUBLIC RECORDS
WILLIAMSON COUNTY, TEXAS
COUNTY CLERK'S FILE NUMBER
P.U.E. PUBLIC UTILITY EASEMENT
(H) TELEPHONE PEDESTAL
FIRE HYDRANT
POWER POLE
—X— FENCE
—OHE— OVERHEAD ELECTRIC

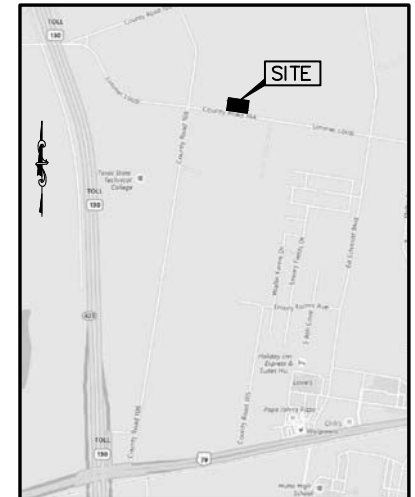
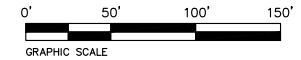
Received 2/2/18



OWNER & DEVELOPER:
CORPORATION OF THE PRESIDING BISHOP
OF THE CHURCH OF JESUS CHRIST OF
LATTER-DAY SAINTS,
A Utah Corporation Sole
50 East North Temple Street
Salt Lake City, Utah 84150
(801)240-3840



SCALE: 1" = 50'



LOCATION MAP
N.T.S.

REPLAT LIMMER LOOP CHURCH ADDITION

BEING 7.0121 ACRES
LOCATED IN THE MARTIN STROUSE SURVEY A-587
CITY OF HUTTO, WILLIAMSON COUNTY, TEXAS

1 COMMERCIAL LOT

JANUARY, 2017

SHEET 1 OF 2

JDJR	PREPARED BY: ENGINEERS AND CONSULTANTS, INC. TBPLS Firm No. 100356-00	
	ENGINEERS • LAND PLANNERS • SURVEYORS 2500 Texas Drive Suite 100 Irving, Texas 75062 Tel 972-252-5357 Fax 972-252-9858	
DATE: 24 JAN, 2018	DRAWN BY: KMH	JDJR PROJECT NO. 854-30-17
SCALE: 1" = 50'	CHECKED BY: KMH	© COPYRIGHT 2018

OWNER'S CERTIFICATION:
STATE OF TEXAS §
COUNTY OF WILLIAMSON §

BEING a 7.0121 acre tract or parcel of land situated in the MARTIN STROUSE SURVEY, Abstract No. 587, Williamson County, Texas, and being that certain tract of land known as Lot 5, Block 1, MALDONADO ADDITION, an addition to the City of Hutto, Williamson County, Texas, as recorded in Instrument Number 2007064760, Official Public Records, Williamson County, Texas (O.P.R.W.C.T.), and that certain tract described in Warranty Deed to the CORPORATION OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS, A UTAH CORPORATION SOLE, recorded in Instrument Number 2016094872, O.P.R.W.C.T. and also being that certain tract described in Warranty Deed to THE CORPORATION OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS, A UTAH CORPORATION SOLE, recorded in Instrument Number 2016094946, O.P.R.W.C.T. and being more particularly described as follows:

BEGINNING at a 1/2 inch iron rod found at the southwest corner of said LATTER-DAY SAINTS tract recorded in Instrument Number 2016094872, O.P.R.W.C.T., and the southeast corner of that certain tract described in Warranty Deed to Jordan Foster Construction, LLC, as recorded in Instrument Number 2017081386, O.P.R.W.C.T., and the north right-of-way line of Limmer Loop (County Road 134) (a variable width right-of-way);

THENCE North 05 degrees 43 minutes 59 seconds West, departing said north right-of-way line of Limmer Loop and along the west line of said LATTER-DAY SAINTS tract and the east line of said Jordan Construction, LLC, tract, a distance of 456.79 feet to a 1/2 inch iron rod with orange cap stamped '4835' found at the northwest corner of said LATTER-DAY SAINTS and also being the northeast of said Jordan Construction, LLC, tract, and also being in the south line of a tract of land described in deed to Joel Goode and James Pepper, as recorded in Instrument Number 2007053624, O.P.R.W.C.T.;

THENCE South 82 degrees 42 minutes 21 seconds East, along the south line of said Joel Goode and James Pepper tract and the north line of said LATTER-DAY SAINTS tract, a distance of 476.58 feet to 1 inch iron pipe found for the northeast corner of said LATTER-DAY SAINTS tract and the northwest corner of said Lot 5 and said LATTER-DAY SAINTS tract recorded in Instrument Number 20176074946, O.P.R.W.C.T.;

THENCE South 82 degrees 37 minutes 37 seconds East, along the north line of said LATTER-DAY SAINTS tract and continuing along the south line of said Joel Goode and James Pepper tract, a distance of 191.32 feet to a 1/2 inch iron rod with orange cap found at the northeast corner of said LATTER-DAY SAINTS tract and said Lot 5 and the northwest corner of Lot 4, Block 1, of said Maldonado Addition;

THENCE South 05 degrees 44 minutes 58 seconds West, along the east line of said Lot 5 and said LATTER-DAY SAINTS tract and the west line of said Lot 4, a distance of 457.89 feet to a 1/2 inch iron rod with orange cap found at the southeast corner of said Lot 5 and said LATTER-DAY SAINTS tract and the southwest corner of said Lot 4, and located in said north right-of-way line of Limmer Loop;

THENCE North 82 degrees 39 minutes 05 seconds West, along said north right-of-way line, the south line of said Lot 5 and said LATTER-DAY SAINTS tract, a distance of 191.16' to a 3/4 inch iron rod found for the southwest corner of said Lot 5 and said LATTER-DAY SAINTS tract and the northeast corner of the aforementioned LATTER-DAY SAINTS tract recorded in Instrument Number 2016094872, O.P.R.W.C.T.;

THENCE North 82 degrees 33 minutes 47 seconds West, along said north right-of-way line and the south line of said LATTER-DAY SAINTS tract, a distance of 476.62 feet to the Point of Beginning, and containing 7.0121 Acres (305,446 square feet) of land.

OWNER'S CERTIFICATION:
STATE OF UTAH §
COUNTY OF SALT LAKE §

We, THE CORPORATION OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS, A UTAH CORPORATION SOLE, sole owner of the certain tracts of land shown hereon and described in a deed recorded in Document No. 2016094946 of the Official Records of Williamson County, Texas, and also in a deed recorded in Document No. 2016094872 of the Official Records of Williamson County, Texas, *(and do hereby state that there are no lien holders of the certain tract of land), and do hereby (subdivide, resubdivide, amend, etc.) said tracts as shown hereon, and do hereby consent to all plat note requirements shown hereon, and do hereby dedicate to the City of Hutto the streets, alleys, rights-of-way, easements and public places shown hereon for such public purposes as the City of Hutto may deem appropriate. This subdivision is to be known as LIMMER LOOP CHURCH ADDITION.

TO CERTIFY WHICH, WITNESS by my hand this _____ day of _____, 2018.

Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-Day Saints, a Utah corporation sole

Ron Ranzenberger — Authorized representative

STATE OF UTAH §
COUNTY OF SALT LAKE §

Before me, the undersigned authority, on this day personally appeared _____, an authorized agent of the Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-Day Saints, a Utah corporation sole, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that they executed the same for the purposes and consideration therein expressed, in the capacity therein stated.

GIVEN UNDER MY HAND and seal of office this _____ day of _____, 2018.

Notary Public in and for the State of Utah

Notary Public printed or typed name

My commission expires on: _____

UTILITY PROVIDERS FOR THIS DEVELOPMENT ARE:

Water: Jonah Water SUD

Wastewater: Jonah Water SUD

Electric: ONCOR

Gas: ATMOS Energy

Cable / Telephone / Internet: Century Link

Received 2/2/18



Surveyor's certification:
STATE OF TEXAS §

COUNTY OF DALLAS §

KNOW ALL MEN BY THESE PRESENTS §

I, Kerry M. Hoefner, Registered Professional Land Surveyor in the State of Texas, do hereby certify that this plat is true and correctly made from an actual survey made on the ground of the property legally described hereon, and that there are no apparent discrepancies, conflicts, overlapping of improvements, visible utility lines or roads in place, except as shown on the accompanying plat, and that the corner monuments shown thereon were properly placed under my supervision in accordance with the codes and ordinances of the City of Hutto, Texas.

TO CERTIFY WHICH, WITNESS my hand and seal at Irving, Dallas, Texas, this _____ day of _____, 2018.

PRELIMINARY. THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

Kerry M. Hoefner
Registered Professional Land Surveyor No. 4562
State of Texas
2500 Texas Drive, Suite 100
Irving, Texas 75062
(972) 252-5357

STATE OF TEXAS §
COUNTY OF DALLAS §

Before me, the undersigned authority, on this day personally appeared Kerry M. Hoefner, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that they executed the same for the purposes and consideration therein expressed, in the capacity therein stated.

GIVEN UNDER MY HAND and seal of office this _____ day of _____, 2018.

Notary Public in and for the State of Texas

Notary Public printed or typed name

My commission expires on: _____

Engineer's certification:

STATE OF TEXAS §

COUNTY OF DALLAS §

KNOW ALL MEN BY THESE PRESENTS §

I, Jim Dewey, Jr., Registered Professional Engineer in the State of Texas, do hereby certify that this plat is compliance with the codes and ordinances of the City of Hutto, Texas.

TO CERTIFY WHICH, WITNESS my hand and seal at Irving, Dallas, Texas, this _____ day of _____, 2018.

PRELIMINARY. THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

Jim Dewey, Jr.
Registered Professional Engineer No. 61480
State of Texas
2500 Texas Drive, Suite 100
Irving, Texas 75062
(972) 252-5357



CITY DEVELOPMENT SERVICES:

This subdivision is located within the city limits of the City of Hutto, this the _____ day of _____, 2018.

Carolyn Horner, AICP, Planning Director

Date _____

APPROVAL CITY OF HUTTO:

This plat was approved for recording by the Hutto City Council on the _____ day of _____, 2018.

Doug Gaul, Mayor

Date _____

Lucretia Alvarez, City Secretary

Date _____

COUNTY CLERK CERTIFICATION:

STATE OF TEXAS

COUNTY OF WILLIAMSON

I, Nancy E. Rister, Clerk of the County Court of said County, do hereby certify that the foregoing instrument in writing, with its certification of authentication, was filed for record in my office on the _____ day of _____, 2018, A.D., at _____ o'clock _____ M., and duly recorded this _____ day of _____, 2018, A.D., at _____ o'clock _____ M., in the Official Public Records of said County, in Document No. _____ TO CERTIFY WHICH, WITNESS my hand and seal at the County Court of said County, at my office in Georgetown, Texas, the date last shown above written.

Nancy E. Rister, Clerk County Court
of Williamson County, Texas

By: _____, Deputy

GENERAL NOTES

- The bearings shown hereon are based on the found monumentation noted as "CM" (Control Monument) of the plat of Maldonado Subdivision, recorded in Instrument Number 2007064760, O.P.R.W.C.T.
- No building, fencing, landscaping or structures are allowed within any drainage or wastewater easement unless expressly permitted by the City of Hutto.
- Building setbacks shall conform to UDC requirements.
- No lot in this subdivision shall be occupied until connection is made to public water and wastewater utilities.
- Sidewalks and trees shall be provided on both sides of all streets within this subdivision.
- Sidewalks and tress shall be provided along all streets bounding this subdivision.
- An arterial fence shall be constructed per UDC requirements.
- Street lighting shall be provided by the developer in conformance with the UDC requirements.
- Utility Notes:
 - Water and wastewater will be available through Jonah Water SUD after the appropriate water and wastewater systems are installed to this site. The City of Hutto assumes no obligations for installing any water and wastewater improvements required to serve this site.
- In order to promote drainage away from a structure, the slab elevations shall be built at least one (1) foot above the surrounding ground and should be graded away from the structure at a slope of 1/4" per foot for a distance of at least ten (10) feet.
- All subdivision construction shall conform to the City of Hutto Unified Development Code, construction standards, and generally accepted engineering practices.
- On-site stormwater detention facilities will be provided to reduce post-development peak rates of discharge of the 2, 10, 25 and 100-year storm events.
- All easements on private property shall be maintained by the property owner or his or her assigns.
- Per plat recorded in Instrument Number 2007064760, (NOTE 8), All lots in this subdivision are restricted to commercial usage.
- The maximum impervious coverage per non-residential lot is ____%.
- There are no areas within the boundaries of this subdivision in the 100-year floodplain as defined by FIRM Map Number 48491C0515E, effective date of September 26, 2008.

REPLAT
**LIMMER LOOP CHURCH
ADDITION**

BEING 7.0121 ACRES
LOCATED IN THE MARTIN STROUSE SURVEY A-587
CITY OF HUTTO, WILLIAMSON COUNTY, TEXAS

1 COMMERCIAL LOT

JANUARY, 2018

SHEET 2 OF 2

PREPARED BY: ENGINEERS AND CONSULTANTS, INC. TBPLS Firm No. 100356-00		
ENGINEERS • LAND PLANNERS • SURVEYORS 2500 Texas Drive Suite 100 Irving, Texas 75062 Tel 972-252-6357 Fax 972-252-8968		
DATE: 24 JAN, 2018	DRAWN BY: KMH	JDJR PROJECT NO. 854-30-17
SCALE: n/a	CHECKED BY: KMH	© COPYRIGHT 2018

**CITY OF HUTTO
CITY COUNCIL AGENDA**

AGENDA ITEM NO.:

11A.

AGENDA DATE: March 15, 2018

PRESENTED BY:

Scot Stromsness, Managing Director of
Public Works

ITEM:

Consideration of a public hearing and possible action the second reading of an ordinance of the city of Hutto, Texas amending the Code of Ordinances (2014 Edition), Chapter 4, Article 4.01 General Provisions; Article 4.05 Caring for Animal; 4.08 Licensing of Dogs and Cats; Article 4.12 Impoundment; repealing conflicting ordinances and resolutions and establishing and effective date. (Scot Stromsness)

STRATEGIC GUIDE POLICY: Quality of Life & Services

ITEM BACKGROUND:

Senior Animal Control Officer Wayne Cunningham along with the Director of Williamson County Animal Shelter needed some amendments to the Code of Ordinances (2014 Edition) under animal control. Chapter 4, Article 4.01, sections 4.01.003 and 4.01.005, 4.05 Sections 4.05.001 and 4.05.004, Article 4.08, Section 4.08.005 and 4.08.13, and Article 4.12, Sections 4.12.003, 4.12.004 and 4.12.006. All of these changes help improve the quality of life for our dogs and cats.

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. [\(Ord\) Animal Control - Ord Word Doc](#)
2. [\(Ord\) Animal Control - Ord / PDF Doc](#)
3. [Proposed Code Changes Word Doc](#)
4. [Proposed Code Changes / PDF Doc](#)

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS AMENDING THE CODE OF ORDINANCES (2014 EDITION), CHAPTER 4, ARTICLE 4.01 GENERAL PROVISIONS, ARTICLE 4.05 CARING FOR ANIMALS, 4.08 LICENSING OF DOGS AND CATS, ARTICLE 4.12 IMPOUNDMENT; 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 4, Article 4.01, Sections 4.01.003 and 4.01.005, 4.05, Sections 4.05.001 and 4.05.004, Article 4.08, Section 4.08.005 and 4.08.013, and Article 4.12, Sections 4.12.003, 4.12.004 and 4.12.006, incorporating amendments into, and;

WHEREAS, on the 15th day of February, 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.

That the Code of Ordinances (2014 Edition), Chapter 4, Article 4.01 General Provisions, is hereby amended, to include the following:

Sec. 4.01.003 Definitions

Shelter. A structurally sound and weatherproof shelter consisting of at least four (4) sides, with an opening suitable size for the animal, a floor and a covered roof. Shade from direct sunlight and regress from extremes of temperature must be available, thereby providing for animals health and comfort. Unacceptable shelter includes but is not limited to crates, cardboard boxes and tarpaulins.

Sec. 4.01.005 Fees

All fees set forth in this chapter shall apply as adopted by the Governing Board of the Shelter, as amended, and as provided in the fee schedule in appendix A of this code.

That the Code of Ordinances (2014 Edition), Chapter 4, Article 4.05 Caring For Animals, is hereby amended, to include the following:

Sec. 4.05.001 Basic care

- (a) It shall be unlawful for the owner or custodian of any animal to refuse or fail to provide such animal with sufficient wholesome and nutritious food, potable water, veterinary care when needed to prevent suffering, and humane care and treatment, or to unnecessarily expose any such animal in hot, stormy, cold or inclement weather.

(b) If kept outdoors dogs and cats shall be provided adequate shelter as set forth in the definitions of this chapter. An owner may not leave a dog or cat outside in the case of extreme weather conditions, including, but not limited to, conditions in which:

- (1) the actual or effective outdoor temperature is below 32 degrees Fahrenheit;
- (2) A heat advisory has been issued by a local or state authority or jurisdiction.
- (3) A tornado warning has been issued for the jurisdiction by the National Weather Service

Sec. 4.05.004 Unsupervised animals

If an animal control officer determines that an animal is or will be without proper care because of the owner's injury, illness, incarceration or other involuntary absence, the animal control officer may impound such animal until reclaimed by its owner. The owner is responsible for all costs associated with the impoundment and must pay all costs before the animal is released. If the animal is not reclaimed by the owner within seven (7) days from the date of impoundment, the animal shall become the property of the Williamson County Regional Animal Shelter.

That the Code of Ordinances (2014 Edition), Chapter 4, Article 4.08 Licensing of Dogs and Cats, is hereby amended, to include the following:

Sec. 4.08.005 Payment of license fee

A license fee shall be paid at the time of making registration as required by the licensing authority of the city. The fee applies per animal licensed as adopted by the Governing Board of the Shelter, for the regional animal shelter, as amended, and as provided in the fee schedule in appendix A of this code.

Sec. 4.08.013 Microchipping requirement

It is required that all dogs and cats impounded by the city be microchipped upon release from the city animal shelter or the county regional animal shelter. The fee applies per animal licensed as adopted by the Governing Board for the regional animal shelter, as amended, and as provided in schedule in appendix A of this code.

That the Code of Ordinances (2014 Edition), Chapter 4, Article 4.12 Impoundment, is hereby amended, to include the following:

Sec. 4.12.003 Length of impoundment

Except as provided in articles 4.05 and 4.10, the city shall keep licensed dogs and cats impounded for not fewer than five (5) business days and unlicensed impounded animals for a minimum of seventy-two (72) hours, before disposing of said dog or cat without the consent of the owner.

Sec. 4.12.004 Impounded animal becomes property of city; disposition

Any animal impounded at the Williamson County Regional Animal Shelter shall become the temporary property of the shelter in order to allow for treatment and/or vaccination of that animal.

Any animal impounded in the animal shelter for a period exceeding the times laid out in this chapter shall become the property of the Williamson County Regional Animal Shelter and shall be placed for adoption or humanely euthanized. The adoption fee for all animals is as adopted by the Governing Board for the regional animal shelter, as amended, and as provided in the fee schedule in appendix A of this code. Any livestock or fowl kept over 72 hours may be sold or auctioned to cover the costs of impoundment and boarding.

Sec. 4.12.006 Payment of fees

An owner reclaiming an impounded animal shall pay all impounding fees, vaccination fees, and boarding fees for animals before they shall be returned to the owner. The fee applies per animal as adopted by the Governing Board for

the regional animal shelter, as amended, and as provided in the fee schedule in appendix A of this code. Actual medical costs, if any, incurred [shall be paid by the owner].

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 **15th** day of **February, 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 **15th** day of **February, 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

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS AMENDING THE CODE OF ORDINANCES (2014 EDITION), CHAPTER 4, ARTICLE 4.01 GENERAL PROVISIONS, ARTICLE 4.05 CARING FOR ANIMALS, 4.08 LICENSING OF DOGS AND CATS, ARTICLE 4.12 IMPOUNDMENT; 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 4, Article 4.01, Sections 4.01.003 and 4.01.005, 4.05, Sections 4.05.001 and 4.05.004, Article 4.08, Section 4.08.005 and 4.08.013, and Article 4.12, Sections 4.12.003, 4.12.004 and 4.12.006, incorporating amendments into, and;

WHEREAS, on the 15th day of February, 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.

That the Code of Ordinances (2014 Edition), Chapter 4, Article 4.01 General Provisions, is hereby amended, to include the following:

Sec. 4.01.003 Definitions

Shelter. A structurally sound and weatherproof shelter consisting of at least four (4) sides, with an opening suitable size for the animal, a floor and a covered roof. Shade from direct sunlight and regress from extremes of temperature must be available, thereby providing for animals health and comfort. Unacceptable shelter includes but is not limited to crates, cardboard boxes and tarpaulins.

Sec. 4.01.005 Fees

All fees set forth in this chapter shall apply as adopted by the Governing Board of the Shelter, as amended, and as provided in the fee schedule in appendix A of this code.

That the Code of Ordinances (2014 Edition), Chapter 4, Article 4.05 Caring For Animals, is hereby amended, to include the following:

Sec. 4.05.001 Basic care

- (a) It shall be unlawful for the owner or custodian of any animal to refuse or fail to provide such animal with sufficient wholesome and nutritious food, potable water, veterinary care when needed to prevent suffering, and humane care and treatment, or to unnecessarily expose any such animal in hot, stormy, cold or inclement weather.

(b) If kept outdoors dogs and cats shall be provided adequate shelter as set forth in the definitions of this chapter. An owner may not leave a dog or cat outside in the case of extreme weather conditions, including, but not limited to, conditions in which:

- (1) the actual or effective outdoor temperature is below 32 degrees Fahrenheit;
- (2) A heat advisory has been issued by a local or state authority or jurisdiction.
- (3) A tornado warning has been issued for the jurisdiction by the National Weather Service

Sec. 4.05.004 Unsupervised animals

If an animal control officer determines that an animal is or will be without proper care because of the owner's injury, illness, incarceration or other involuntary absence, the animal control officer may impound such animal until reclaimed by its owner. The owner is responsible for all costs associated with the impoundment and must pay all costs before the animal is released. If the animal is not reclaimed by the owner within seven (7) days from the date of impoundment, the animal shall become the property of the Williamson County Regional Animal Shelter.

That the Code of Ordinances (2014 Edition), Chapter 4, Article 4.08 Licensing of Dogs and Cats, is hereby amended, to include the following:

Sec. 4.08.005 Payment of license fee

A license fee shall be paid at the time of making registration as required by the licensing authority of the city. The fee applies per animal licensed as adopted by the Governing Board of the Shelter, for the regional animal shelter, as amended, and as provided in the fee schedule in appendix A of this code.

Sec. 4.08.013 Microchipping requirement

It is required that all dogs and cats impounded by the city be microchipped upon release from the city animal shelter or the county regional animal shelter. The fee applies per animal licensed as adopted by the Governing Board for the regional animal shelter, as amended, and as provided in schedule in appendix A of this code.

That the Code of Ordinances (2014 Edition), Chapter 4, Article 4.12 Impoundment, is hereby amended, to include the following:

Sec. 4.12.003 Length of impoundment

Except as provided in articles 4.05 and 4.10, the city shall keep licensed dogs and cats impounded for not fewer than five (5) business days and unlicensed impounded animals for a minimum of seventy-two (72) hours, before disposing of said dog or cat without the consent of the owner.

Sec. 4.12.004 Impounded animal becomes property of city; disposition

Any animal impounded at the Williamson County Regional Animal Shelter shall become the temporary property of the shelter in order to allow for treatment and/or vaccination of that animal.

Any animal impounded in the animal shelter for a period exceeding the times laid out in this chapter shall become the property of the Williamson County Regional Animal Shelter and shall be placed for adoption or humanely euthanized. The adoption fee for all animals is as adopted by the Governing Board for the regional animal shelter, as amended, and as provided in the fee schedule in appendix A of this code. Any livestock or fowl kept over 72 hours may be sold or auctioned to cover the costs of impoundment and boarding.

Sec. 4.12.006 Payment of fees

An owner reclaiming an impounded animal shall pay all impounding fees, vaccination fees, and boarding fees for animals before they shall be returned to the owner. The fee applies per animal as adopted by the Governing Board for the regional animal shelter, as amended, and as provided in the

fee schedule in appendix A of this code. Actual medical costs, if any, incurred [shall be paid by the owner].

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 **15th** day of **February, 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 **15th** day of **February, 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

Se

1.

4.01.003 Definitions.

NEW LANGUAGE

There is currently no definition for “shelter” in the City of Hutto animal control code. The following new language would be added.

Shelter. A structurally sound and weatherproof shelter consisting of at least four(4) sides, with an opening suitable size for the animal, a floor and a covered roof. Shade from direct sunlight and regress from extremes of temperature must be available, thereby providing for an animals health and comfort. Unacceptable shelter includes but is not limited to crates, cardboard boxes and tarpaulins.

2.

4.01.005 Fees

Minor changing in wording **from:**

All fees set forth in this chapter shall apply as adopted by the ~~county commissioner's court~~ for the regional animal shelter, as amended, and as provided in the fee schedule in [appendix A](#) of this code.

To:

All fees set forth in this chapter shall apply as adopted by the **Governing Board of the Shelter**, as amended, and as provided in the fee schedule in [appendix A](#) of this code.

3.

Sec. 4.05.001 Basic care

NEW LANGUAGE

Adding language to ensure adequate shelter is provided. **From:**

It shall be unlawful for the owner or custodian of any animal to refuse or fail to provide such animal with sufficient wholesome and nutritious food, potable water, veterinary care when needed to prevent suffering, and humane care and treatment, or to unnecessarily expose any such animal in hot, stormy, cold or inclement weather.

To:

It shall be unlawful for the owner or custodian of any animal to refuse or fail to provide such animal with sufficient wholesome and nutritious food, potable water, veterinary care when needed to prevent suffering, and humane care and treatment, or to unnecessarily expose any such animal in hot, stormy, cold or inclement weather.

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- B) A heat advisory has been issued by a local or state authority or jurisdiction.
- C) A tornado warning has been issued for the jurisdiction by the National Weather Service

4.

Sec. 4.05.004 Unsupervised animals

Minor wording change **from**:

If an animal control officer determines that an animal is or will be without proper care because of the owner's injury, illness, incarceration or other involuntary absence, the animal control officer may impound such animal until reclaimed by its owner. The owner is responsible for all costs associated with the impoundment and must pay all costs before the animal is released. If the animal is not reclaimed by the owner within 5 days from the date of impoundment, the animal shall become the property of the City.

To:

If an animal control officer determines that an animal is or will be without proper care because of the owner's injury, illness, incarceration or other involuntary absence, the animal control officer may impound such animal until reclaimed by its owner. The owner is responsible for all costs associated with the impoundment and must pay all costs before the animal is released. If the animal is not reclaimed by the owner within 7 days from the date of impoundment, the animal shall become the property of the Williamson County Regional Animal Shelter.

5.

Sec. 4.08.005 Payment of license fee

Minor change in wording **from**:

A license fee shall be paid at the time of making registration as required by the licensing authority of the city. The fee applies per animal licensed as adopted by the ~~county commissioner's court~~ for the regional animal shelter, as amended, and as provided in the fee schedule in [appendix A](#) of this code.

To:

A license fee shall be paid at the time of making registration as required by the licensing authority of the city. The fee applies per animal licensed as adopted by the **Governing Board of the Shelter**, for the regional animal shelter, as amended, and as provided in the fee schedule in [appendix A](#) of this code.

6.

Sec. 4.08.013 Microchipping requirement

Change in wording **from:**

It is required that all dogs and cats impounded by the city be microchipped upon release from the city animal shelter or the county regional animal shelter. The fee applies per animal licensed as adopted by the ~~county commissioner's court~~ for the regional animal shelter, as amended, and as provided in the fee schedule in [appendix A](#) of this code.

To:

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7.

Sec. 4.12.003 Length of impoundment

Change in number of days strays are held at the shelter from 7 to 5 for pets with identification. This brings us in line with shelter policy **from:**

Except as provided in [articles 4.05](#) and [4.10](#), the city shall keep licensed dogs and cats impounded for not fewer than ~~seven (7)~~ business days and unlicensed impounded animals for a minimum of seventy-two (72) hours, before disposing of said dog or cat without the consent of the owner.

To:

Except as provided in [articles 4.05](#) and [4.10](#), the city shall keep licensed dogs and cats impounded for not fewer than **five (5)** business days and unlicensed impounded animals for a minimum of seventy-two (72) hours, before disposing of said dog or cat without the consent of the owner.

8.

Sec. 4.12.004 Impounded animal becomes property of city; disposition

NEW LANGUAGE

Minor changes in language and new language to reflect current shelter policy in regards to vaccination of animals upon arrival. **From:**

Any animal impounded in the animal shelter for a period exceeding the times laid out in this chapter shall become the property of the **city** and shall be placed for adoption or humanely euthanized. The adoption fee for all animals is as adopted by the **county commissioner's court** for the regional animal shelter, as amended, and as provided in the fee schedule in [appendix A](#) of this code. Any livestock or fowl kept over 72 hours may be sold or auctioned to cover the costs of impoundment and boarding.

To:

Any animal impounded at the Williamson County Regional Animal Shelter shall become the temporary property of the shelter in order to allow for treatment and/or vaccination of that animal.

Any animal impounded in the animal shelter for a period exceeding the times laid out in this chapter shall become the property of the **Williamson County Regional Animal Shelter** and shall be placed for adoption or humanely euthanized. The adoption fee for all animals is as adopted by the **Governing Board** for the regional animal shelter, as amended, and as provided in the fee schedule in [appendix A](#) of this code. Any livestock or fowl kept over 72 hours may be sold or auctioned to cover the costs of impoundment and boarding.

9.

Sec. 4.12.006 Payment of fees

Minor change in language **from:**

An owner reclaiming an impounded animal shall pay all impounding fees, vaccination fees, and boarding fees for animals before they shall be returned to the owner. The fee applies per animal as adopted by the ~~county commissioner's court~~ for the regional animal shelter, as amended, and as provided in the fee schedule in [appendix A](#) of this code. Actual medical costs, if any, incurred [shall be paid by the owner].

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An owner reclaiming an impounded animal shall pay all impounding fees, vaccination fees, and boarding fees for animals before they shall be returned to the owner. The fee applies per animal as adopted by the **Governing Board** for the regional animal shelter, as amended, and as provided in the fee schedule in [appendix A](#) of this code. Actual medical costs, if any, incurred [shall be paid by the owner].

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To:

All fees set forth in this chapter shall apply as adopted by the **Governing Board of the Shelter**, as amended, and as provided in the fee schedule in [appendix A](#) of this code.

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- C) A tornado warning has been issued for the jurisdiction by the National Weather Service

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Sec. 4.05.004 Unsupervised animals

Minor wording change **from:**

If an animal control officer determines that an animal is or will be without proper care because of the owner's injury, illness, incarceration or other involuntary absence, the animal control officer may impound such animal until reclaimed by its owner. The owner is responsible for all costs associated with the impoundment and must pay all costs before the animal is released. If the animal is not reclaimed by the owner within 5 days from the date of impoundment, the animal shall become the property of the City.

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It is required that all dogs and cats impounded by the city be microchipped upon release from the city animal shelter or the county regional animal shelter. The fee applies per animal licensed as adopted by the **Governing Board** for the regional animal shelter, as amended, and as provided in schedule in [appendix A](#) of this code.

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Except as provided in [articles 4.05](#) and [4.10](#), the city shall keep licensed dogs and cats impounded for not fewer than ~~seven (7)~~ business days and unlicensed impounded animals for a minimum of seventy-two (72) hours, before disposing of said dog or cat without the consent of the owner.

To:

Except as provided in [articles 4.05](#) and [4.10](#), the city shall keep licensed dogs and cats impounded for not fewer than **five (5)** business days and unlicensed impounded animals for a minimum of seventy-two (72) hours, before disposing of said dog or cat without the consent of the owner.

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Sec. 4.12.004 Impounded animal becomes property of city; disposition

NEW LANGUAGE

Minor changes in language and new language to reflect current shelter policy in regards to vaccination of animals upon arrival. **From**:

Any animal impounded in the animal shelter for a period exceeding the times laid out in this chapter shall become the property of the ~~city~~ and shall be placed for adoption or humanely euthanized. The adoption fee for all animals is as adopted by the ~~county commissioner's court~~ for the regional animal shelter, as amended, and as provided in the fee schedule in [appendix A](#) of this code. Any livestock or fowl kept over 72 hours may be sold or auctioned to cover the costs of impoundment and boarding.

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Any animal impounded at the Williamson County Regional Animal Shelter shall become the temporary property of the shelter in order to allow for treatment and/or vaccination of that animal.

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Sec. 4.12.006 Payment of fees

Minor change in language **from:**

An owner reclaiming an impounded animal shall pay all impounding fees, vaccination fees, and boarding fees for animals before they shall be returned to the owner. The fee applies per animal as adopted by the ~~county commissioner's court~~ for the regional animal shelter, as amended, and as provided in the fee schedule in [appendix A](#) of this code. Actual medical costs, if any, incurred [shall be paid by the owner].

To:

An owner reclaiming an impounded animal shall pay all impounding fees, vaccination fees, and boarding fees for animals before they shall be returned to the owner. The fee applies per animal as adopted by the **Governing Board** for the regional animal shelter, as amended, and as provided in the fee schedule in [appendix A](#) of this code. Actual medical costs, if any, incurred [shall be paid by the owner].

**CITY OF HUTTO
CITY COUNCIL AGENDA**

AGENDA ITEM NO.: 12A.

AGENDA DATE: March 15, 2018

PRESENTED BY: Helen Ramirez

ITEM:

Consideration and possible action on a resolution adopting the Hutto Strategic Plan. (Helen Ramirez)

STRATEGIC GUIDE POLICY: Leadership

ITEM BACKGROUND:

The leadership team has proposed an 2018 strategic plan and execution guide with updated goals that further the 10 objectives and five strategic focus areas created in the 2017 strategic guide. On March 10, Council and staff had a work session in which Jason Gray, with JD Gray Group, presented the accomplishments from the 2017 plan and reviewed the 2018 goals. Mr. Gray worked with the City in the original development of the City's current strategic guide.

Ms. Ramirez will present the final planning documents for Council's adoption.

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. [Resolution](#)
2. [Draft - Strategic Plan](#)

RESOLUTION NO. R-

**A RESOLUTION APPROVING THE 2018 STRATEGIC PLAN
AND EXECUTION GUIDE**

WHEREAS, in 2007, the Hutto City Council began the development of a strategic guide that would provide direction for the community as it develops during the next twenty years; and;

WHEREAS, the City Council recognized that the 2035 Strategic Guide needed to be updated in order to make it into a better planning document for the City; and;

WHEREAS, in 2017, the City Council worked with a consultant to renovate and improve the planning document and rename it as the Strategic Plan and Execution Guide; and;

WHEREAS, the 2018 Strategic Plan and Execution Guide updates the goals that support the ten objectives and five strategic focus areas that guide the City's efforts.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS, hereby adopts the Strategic Plan for 2018.

CONSIDERED and RESOLVED by the City Council of the City of Hutto on this the 15th day of March, 2018.

THE CITY OF HUTTO, TEXAS

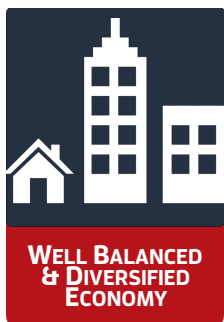
Doug Gaul, Mayor

ATTEST:

Lisa L. Brown, City Secretary



STRATEGIC PLAN & EXECUTION GUIDE



CITY OF HUTTO

Strategic Plan & Execution Guide

The Honorable Doug Gaul
Mayor

Mayor Pro Tem Tom Hines

Council Member Nate Killough

Council Member Scott Rose

Council Member Lucio Valdez

Council Member Tim Jordan

Council Member Terri Grimm

Odis Jones
City Manager

DRAFT JANUARY 2018



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INTRODUCTION

The City of Hutto is a full-service, home-rule municipality operating under a Council-Manager form of government in central Texas. While the population at the 2000 census was just 1,250, nearly 30,000 people now call the growing community home, making Hutto one of the fastest growing cities in the nation. People choose Hutto for the active neighborhoods, a strong sense of community, for the dedicated teachers and administrators at the high-performing Hutto ISD, and for the ability to have all a small town life has to offer while still being just 25 minutes from the heart of the Texas State Capitol.

Hutto has been recently recognized as the "Top Place in Texas to Raise a Family", the "#1 Local City (in the Austin area) For Young Couples, "One of the Top 100 Places in Major Markets to Locate a Business" and is consistently ranked as one of the fastest growing and safest cities in the country. From its rural, agricultural roots to the growing population and commercial center that is now Hutto, the community has remained centered on its people and the neighborhoods they call home.

Like Hutto, this Strategic Plan & Execution Guide is partly old and partly new. At the direction of the City Council, the 2017 Strategic Plan & Execution Guide started with the documents and work that the community had already done around planning for its future. The 2040 Comprehensive Plan, the 2035 Strategic Guide, and the FY2017 Annual Budget included 198 different statements, principles, and goals and each has been incorporated here in some form. One of the guiding principles in the development of this Strategic Plan & Execution Guide was to honor and utilize the significant work that has already been done.

At the same time, these three base documents were not integrated or aligned well and generally did not organize or prioritize the 198 statements in a way that helped the City of Hutto staff to execute on the statements. As we update the Strategic Plan & Execution Guide for the new year, the overarching goal of the 2018 Strategic Plan & Execution Guide remains the same: to use a framework to engage the City Council, the community, and the staff in identifying and prioritizing specific strategic focus areas, clear organizational objectives, and actionable tactical-level goals that are consistently aligned with the overall vision of the community.

The outcomes of this process are documented in this 2018 Strategic Plan & Execution Guide. More importantly, however, this plan has been loaded into a comprehensive tracking and reporting system that will assist the City Council and staff in focusing their collective ongoing efforts to execute on the plan.

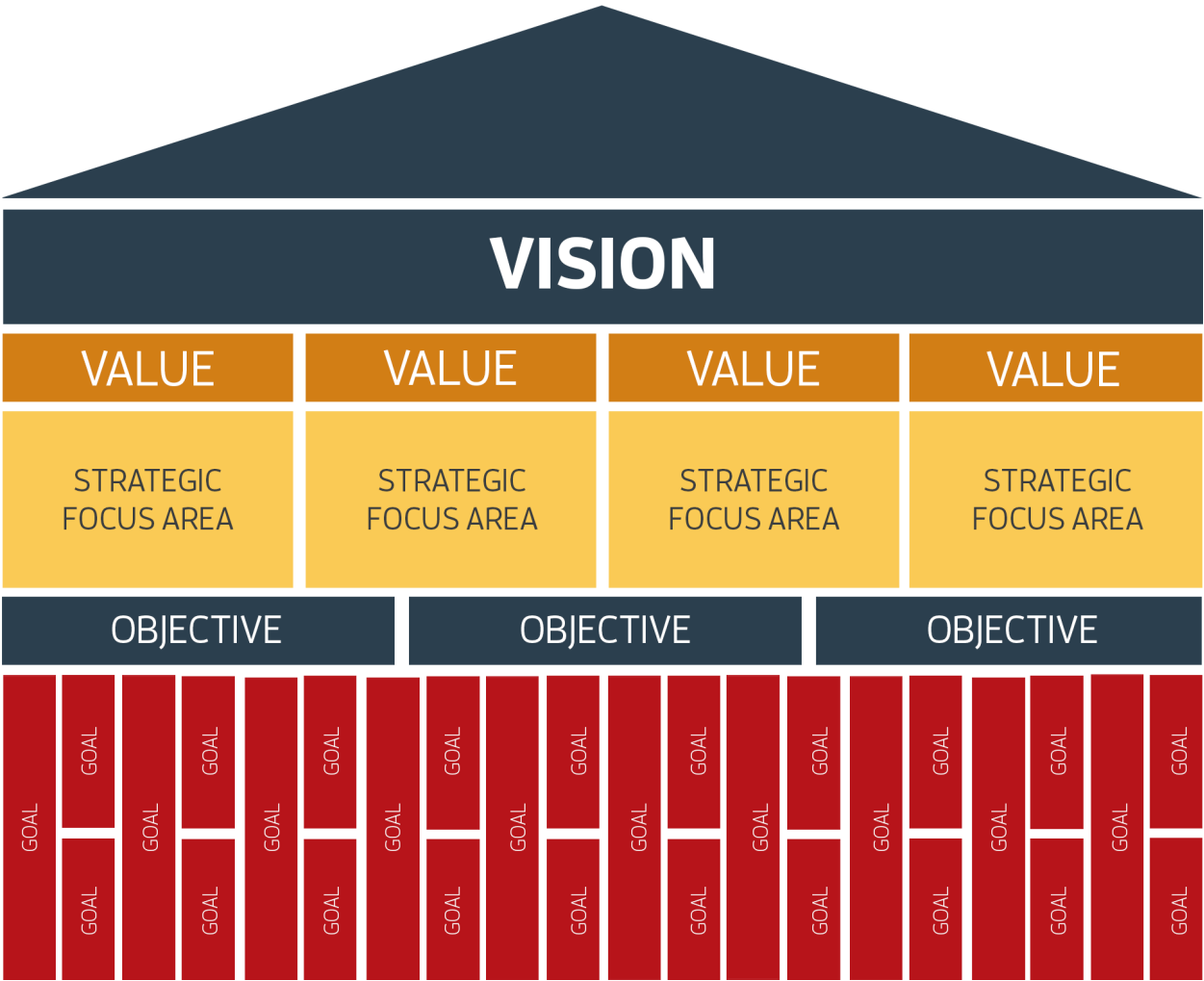
2018 STRATEGIC PLAN & EXECUTION GUIDE



STRATEGIC FRAMEWORK

We’ve used a modified Balanced Scorecard¹ approach as the fundamental framework for this Strategic Plan & Execution Guide Plan. In a nutshell, the Balanced Scorecard is a framework that encourages the proper alignment of the goals and objectives of the organization to the overall vision to which the organization is aspiring while formally recognizing various financial and non-financial perspectives by which individual and organizational performance may be measured.

First, we stipulate that many people and organizations use similar words to mean very different things. For the sake of clarity, we believe that it is critical to define the labels that we use to describe various elements of the plan. Based on your previous experiences, you may call our “Values” your “Guiding Principles” or our “Objectives” your “Strategies”. While it does not really matter what these elements are called, it is critical that within the plan, those definitions are clear and consistent. To that end, let’s start with a graphic representation of how the pieces of this plan come together and what we call these various elements.



¹ Robert S. Kaplan and David P. Norton, *The Balanced Scorecard* (Boston: Harvard Business School Press, 1996)

STRATEGIC PLAN & EXECUTION GUIDE



VISION

Tenure: Timeless/Long-term

Responsibility: City Council

The Vision statement in our plan is a simple statement about what the community wants to be. Vision statements are both the starting and ending point of all aligned strategic plans. While Vision statements are intended to be as unique as the organization, there are some elements that we believe great vision statements share. Great vision statements define an output, with a particular twist, that is defined, and where there is a human connection.

The City Council is responsible for condensing the vision of the community into a statement. Once set, we do not expect the Vision Statement to change substantially in the short or intermediate term.

In the 2017 strategic plan development process, several alternative vision statements were discussed through workshops with the City Council, by the City staff, and by the consultants. The alternative vision statements were then shared with the citizens through a public participation process, and it became clear that the community's vision for itself was "Hutto, Texas is a family-friendly community that provides superior public safety, outstanding fiscal responsibility, diversified economy, and an exceptional quality of life."

The consensus vision statement places clear focus on what the community feels are the core functions of the City organization:

1. Public Safety
2. Fiscal Responsibility
3. Diversifying the Economy
4. Quality of Life

We have used these elements of the Vision Statement to inform the remainder of the plan, as you will see clearly in the Strategic Focus Areas on page 10. The City Council approved the vision statement as part of the approval of this plan on May 4, 2017, and thus it is what is used in the 2018 version of the Strategic Plan & Execution Guide.

VISION STATEMENT:

Hutto, Texas is a family-friendly community that provides superior public safety, outstanding fiscal responsibility, diversified economy, and an exceptional quality of life.

VALUES

Responsibility: City Council/City Manager

Tenure: Timeless/Long-term

Values in the plan are used to guide the actions of those that are in the process of executing the plan. The values are not goals to be achieved, but rather how we expect all people to act while carrying out the work of the organization. This includes the City Council, the volunteers on the various boards and commissions, City staff, and anyone else that is acting on behalf of the City of Hutto.

The values of the organization support the vision, and the choices of those acting on behalf of the organization should always be consistent with the values. In so much as the values at times appear to conflict (eg being "Safe" and being "Progressive" may at times present a conflict), this conflict is intentional and should be used as a creative tension to balance the actions in order to be consistent with the values. Based on our work with the City to date, we have identified the following four values:

RESPONSIBLE

We expect those acting on behalf of the organization to consistently show responsibility. Being responsible entails being trustworthy to do what is in the best interest of the community and the City organization and being accountable for our own individual actions.

SAFE

We expect those acting on behalf of the organization to consistently have a high regard for the safety of all involved, including our residents, visitors, volunteers, employees, and their property. The value of safety includes actions taken to promote the safety of the public (ie, police services, fire services, emergency medical services and the like) as well as design of our infrastructure, operational policies, and the working conditions provided to our employees. Recognizing that some elements of the work of the City of Hutto come with a level of inherent danger, our goal is to mitigate that danger to the extent reasonable.

AUTHENTIC

We expect those acting on behalf of the organization to act with authenticity. Hutto is a unique community with a particular history, culture and character, and being authentic entails being genuine in both words and deeds to both the individual character and the character of the community as a whole.

PROGRESSIVE

We expect those acting on behalf of the City of Hutto to seek creative solutions to problems. Being progressive entails making use of new or different methods, opportunities, and ideas with the intention of advancing the practice or outcome farther and faster than it would under the status quo.

STRATEGIC FOCUS AREAS

Responsibility: City Manager/City Council

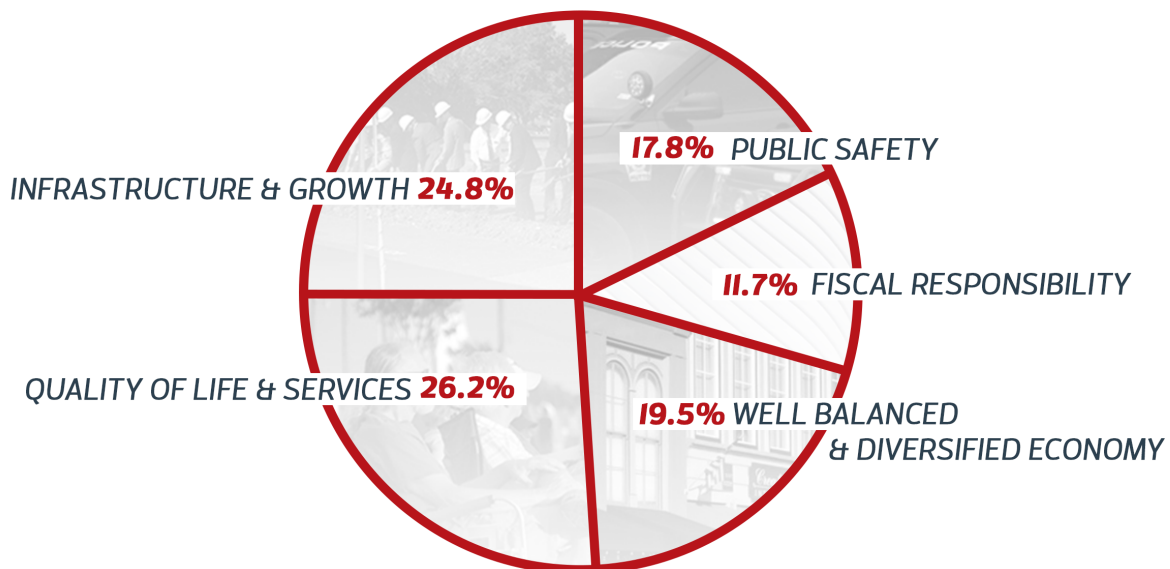
Tenure: Long-term

Strategic Focus Areas directly support the Vision and Values. These are the broad areas that the City is intentionally placing an intense focus upon, and each Objective (see following) must align with at least one of the Strategic Focus Areas. We have identified the following five Strategic Focus Areas for the City of Hutto:



The Strategic Focus Areas (SFAs) are designed to be self-explanatory, and are a key ingredient to aligning the activities of the organization with the Vision. Its important to note that each Objective must align with at least one SFA, but often Objectives will align with several more than one SFA.

Following, you will find a two-page summary of each of the Objectives found below. On these summary pages, we highlight the Objective's alignment with one or more of the Strategic Focus Areas. The following chart represents the percent of total Goals & Objectives aligning with each Strategic Focus Area.



OBJECTIVES

Responsibility: City Manager

Tenure: Emerging/Immediate Term

Objectives within this plan are the primary areas that the City is intending to noticeably make changes to in the relative short term in furtherance of its Vision. Objectives are more specific and direct than Strategic Focus Areas, but in most cases are not discreet, achievable goals in and of themselves. Objectives are designed so that if the organization makes significant progress towards the Objectives, it will have made significant progress towards achieving the Vision.

In 2017, we aligned and distilled the original 198 statements into the following ten Objectives. These same Objectives continue to guide strategic alignment to the 2018 Strategic Plan.

Generate a strategic path forward for enhancing the public safety apparatus, including police, fire, and emergency medical services.	Create an aggressive, progressive economic development strategy for the community.	Create an "open for business" culture throughout the organization.	
Maintain a positive and inspired workforce	Enhance mobility within the City	Implement a quality city-wide customer service program.	Enhance the overall governance of the community.
Construct and maintain infrastructure at the desired levels of service.	Ensure responsible fiscal stewardship through transparency and reporting.	Maintain an environment and quality of life that encompasses a safe, friendly, and entertaining atmosphere for all ages.	

Each Objective is designed to address and align with at least one Strategic Focus Area (above) and is supported by several distinct operational goals (below). In addition, we've included a description of each Objective, augmented by the "guiding principles" that we were able to align from the original documents and our interactions with Council and staff.

The system in place for monitoring progress on the execution of the strategic plan calculates the completion rate of the Goals associated with each objective and is able to report on whether the Objectives are ahead of plan, on track, or behind. This is an incredibly useful tool for high-level reporting on the overall strategic plan and should be used at both the City Council and the City Manager level to track progress, critical issues, and where to place additional attention or resources in order to execute the strategy.

GOALS

TITLE	COMPLETION
Construct and maintain infrastructure to provide identified levels of service by 30th Sep 2017	31%
Create an "open for business culture throughout the organization by 30th Sep 2017	26%
Create an aggressive, progressive economic development strategy for the community by 30th Sep 2017	11%
Enhance mobility within the City by 31st Jul 2018	7%
Enhance overall governance of the community by 30th Sep 2017	28%
Ensure responsible fiscal stewardship through transparency and reporting by 30th Sep 2017	24%
Generate strategic path forward for enhancing the public safety apparatus including police, fire and emergency medical services by 30th Sep 2017	28%
Implement a quality city-wide customer service program by 30th Sep 2017	29%
Maintain a positive and inspired workforce by 30th Sep 2017	38%
Maintain an environment and quality of life that encompasses a safe, friendly, and an entertaining atmosphere for all ages by 30th Sep 2017	16%

GOALS

Responsibility: City Staff/City Manager

Tenure: Immediate Term

Goals in the plan are the tactical, achievable, and specific actions, programs, documents, or policies that organization is engaged in to strategically advance the Objectives towards completion. To be effective, goals must be focused on the action to be taken, have enough detail to be clear through all levels of the organization, have a specific metric and unit to be achieved and have a specific deadline. Goals are where the strategic plan becomes something that can be executed, and all goals must be monitored and reported on regularly, with any exceptions highlighted.

The Goals detailed in this Strategic Plan & Execution Guide Plan all adhere to the following format:

Action	Detail	Metric	Deadline
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For example:

Hire	Additional Police	(5)	By September 30, 2018
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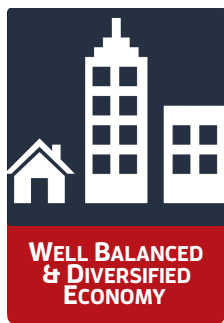
Goals are intended to be fluid and may be completed, altered, added, reprioritized, or dropped altogether over the course of any given planning period. Changes to goals are a part of the regular reporting process, and it is responsibility of the City Manager and staff to continually keep the City Council up to date on the status of the various goals.

Like the reporting tools for Objectives, our system allows for a wide range of progress reports on Goals at the Organizational level, Departmental level, and individual level.

To the right you see an example reports from the system where the box to the left of each goal shows the progress level of that particular goal.

ODIS JONES <i>City Manager</i>	
 VIEW SNAPSHOT	 VIEW TEAM
	Assess critical infrastructure within each deaprtment by 28th Feb 2017
	Attract a full-service hotel and meeting space to accomodate community and tourism needs by 30th Sep 2022
	Attract higher-end, move-up housing by 30th Sep 2017
	Attract higher skilled, higher wage jobs by 30th Sep 2017
	Complete economic development strategies in partnership with the Hutto EDC by 30th Sep 2017
	Complete a retail retention and recruitment strategy by 30th Sep 2017
	Complete a retail assessment survey by by 30th Sep 2017
	Consider creation of a 4B economic development corporation by 30th Sep 2017
	Create destination attractions and venues by 30th Sep 2022
	Decide action(s) to take related to the Fire Task Force Report by 30th Sep 2017
	Define a competitive framework for attracting economic development by 30th Sep 2017
	Evaluate incentive policies by 30th Sep 2017
	Define clearly the coordinating roles of the City, EDC, and Chamber of Commerce for economic development by 30th Sep 2017
	Develop a business/industrial park to provide build-ready land for projects by 30th Sep 2018
	Develop & deliver economic development "toolbox" document by 31st Mar 2017
	Increase the proportion of non-residential assessed property value in the City by 30th Sep 2017
	Pursue a bond election by 7th Nov 2017
	Reduce retail and job leakage by 30th Sep 2017

STRATEGIC PLAN & EXECUTION GUIDE



USING THE OBJECTIVE PAGES

The 2018 Strategic Plan & Execution Guide Plan includes a summary of each objective. The strategy execution software includes much more information about each Objective and Goal, but these pages provide a high-level snapshot of the alignment, guiding principles, planned goals, target metrics, target deadlines, and departmental responsibility for each Goal.

Strategy Sidebar
(to help remain focused on the bigger picture)

Objective Title
(Each page is dedicated to one Objective)

Tactical Goals
(Aligning with this Objective in the Short-Term & Emerging/Long Term Horizons - this is a representative, not exhaustive list)

VISION
Hutto, Texas is a Family-friendly community that provides superior public safety, outstanding fiscal responsibility, diversified economy, and an exceptional quality of life.

VALUES

- Responsible
- Authentic
- Safe
- Progressive

OBJECTIVE:

Construct and maintain infrastructure to provide identified levels of service.

ADDITIONAL DETAILS:

One of the most significant challenges for growing communities is to adequately maintain aging infrastructure while constantly facing demands to build new infrastructure. In order to help our people thrive in both the short-term and long-term, it is critical that we face this challenge and provide the resources necessary to effectively maintain the community's infrastructure. Properly maintaining infrastructure will maximize the efficiency of infrastructure dollars and our taxpayer's value over the long-term.

GUIDING PRINCIPLES:

1. Construct the City's water system according to the Water Master Plan.
2. Develop high quality standards in conjunction with regional partners.
3. Design and select materials to maximize efficiency and minimize long-term maintenance.
4. Develop the City's wastewater system according to the Wastewater Master Plan.
5. Continually integrate the City of Hutto Master Plans so that they are complementary.
6. Invest in technology to assess and monitor infrastructure conditions.
7. Maintain standards, specifications, and design criteria to provide quality service while maintaining costs.
8. Manage stormwater in accordance with the Stormwater Master Plan.
9. Develop Hutto's trail system in accordance with the Parks, Trails, and Open Space Master Plan.

STRATEGIC FOCUS AREAS:

Well Balanced & Diversified Economy
 Public Safety
 Fiscal Responsibility
 Quality of Life & Services
 Infrastructure & Growth

STRATEGIC FOCUS AREA ALIGNMENT:

IMMEDIATE GOALS

	TARGET METRIC	TARGET DATE	RESPONSIBILITY
1 Replace aging police vehicles	2 vehicles	5/15/2017	Police Department
2 Complete recommended pavement rehabilitation projects	Completion	5/31/2018	Engineering Department
3 Pursue a bond election	Completion	11/7/2017	City Manager's Office
4 Assess critical infrastructure within each department	Completion	9/30/2017	All Departments
5 Complete renewal of Brazos River Authority wastewater treatment plants operating agreement	Adoption	8/31/2017	Public Works Department
6 Decide plan of action regarding maintaining or demolishing the Pecan Water Tower	Completion	9/30/2017	Public Works Department
7 Complete paving project at Public Works Service Center/Central WWTP	Completion	9/30/2017	Engineering Department
8 Develop a playground & park equipment assessment and replacement plan	Completion	9/30/2017	Parks & Recreation Department
9 Develop water tank (elevated and ground storage) maintenance action plan	Completion	9/30/2017	Public Works Department
10 Complete the capital projects included in the FY2017 budget (See CIP Appendix for various projects)	Completion	8/31/2018	Engineering Department
11 Utilize infrastructure development to open new growth zones	4,500 acres	9/30/2018	City Manager's Office
12 Facilitate construction of new commercial spec space	30,000 square feet	3/31/2018	City Manager's Office

EMERGING & LONG-TERM GOALS

	TARGET METRIC	TARGET DATE	RESPONSIBILITY
1 Repaint Farley Street intersection	Completion	9/30/2018	Public Works Department
2 Complete the capital projects included in the long-term capital improvement plan (see CIP Appendix for various projects)	Completion	9/30/2022	Engineering Department

SFA Alignment
(This Objective aligns with the darkened SFAs)

Details & Guiding Principles

VISION

Hutto, Texas is a Family-friendly community that provides superior public safety, outstanding fiscal responsibility, diversified economy, and an exceptional quality of life.

VALUES

- Responsible
- Authentic
- Safe
- Progressive

STRATEGIC FOCUS AREAS:



Well Balanced & Diversified Economy



Public Safety



Fiscal Responsibility



Quality of Life & Services



Infrastructure & Growth

OBJECTIVE:

Construct and maintain infrastructure to provide identified levels of service.

ADDITIONAL DETAILS:

One of the most significant challenges for growing communities is to adequately maintain aging infrastructure while constantly facing demands to build new infrastructure. In order to help our people thrive in both the short-term and long-term, it is critical that we face this challenge and provide the resources necessary to effectively maintain the community's infrastructure. Properly maintaining infrastructure will maximize the efficiency of infrastructure dollars and our taxpayer's value over the long-term.

GUIDING PRINCIPLES:

1. Construct the City's water system according to the Water Master Plan.
2. Develop high quality standards in conjunction with regional partners.
3. Design and select materials to maximize efficiency and minimize long-term maintenance.
4. Develop the City's wastewater system according to the Wastewater Master Plan.
5. Continually integrate the City of Hutto Master Plans so that they are complimentary.
6. Invest in technology to assess and monitor infrastructure conditions.
7. Maintain standards, specifications, and design criteria to provide quality service while maintaining costs.
8. Manage stormwater in accordance with the Stormwater Master Plan.



Aligning Goals-Infrastructure

	IMMEDIATE GOALS	TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Audit of easements and deeds	Completion	1/31/2018	City Secretary
2	Update the operating network	Completion	4/30/2018	IT Department
3	Complete recommended pavement rehabilitation projects	Completion	5/31/2018	Engineering Department
4	Develop parks facilities maintenance program	Completion	5/31/2018	Public Works Department
5	Implement Office 365 citywide	Completion	6/29/2018	IT Department
6	Complete FY 2018 Mobility CIP Projects <i>(Also supports the Mobility, and Environment & Quality of Life Objectives)</i>	Completion	8/31/2018	Engineering Department
7	Create an intranet for City employees	Completion	8/31/2018	Human Resources Department
8	Implement the electronic file management system	Completion	9/28/2018	City Secretary
9	Construct Wastewater north of Limmer Loop	Completion	9/28/2018	Engineering Department
10	Evaluate options for fiber cabling to Public Works	Completion	9/28/2018	IT Department
11	Continue to improve operational efficiencies of City staff	Completion	9/28/2018	IT Department
12	Finalize Pollard Property concept design <i>(Also supports the Quality of Life Objective)</i>	Completion	9/28/2018	Parks Department
13	Hire three street technicians for the Construction Bond Program	Completion	9/28/2018	Public Works Department
14	Hire four utility technicians for the purchase of HOT Water System	Completion	9/28/2018	Public Works Department
15	Hire one part time animal control officer	Completion	9/28/2018	Public Works Department
16	Enact tank maintenance program with the available FY 17/18 Budget	Completion	9/28/2018	Public Works Department
17	Department wide training for Streets, Grounds and Utilities	Completion	9/28/2018	Public Works Department
18	Lease Public Works modular building through the FY 17/18 Budget	Completion	9/28/2018	Public Works Department
19	Purchase Approved Equipment through the FY 17/18 Budget	Completion	9/28/2018	Public Works Department
20	Replace Shiloh ground storage tank	Completion	9/28/2018	Public Works Department

Aligning Goals - Infrastructure

IMMEDIATE GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
21	Repaint Farley Street intersection	Completion	9/28/2018	Public Works Department
22	Install SCADA at the newly acquired Farley Lift Station	Completion	9/28/2018	Public Works Department
23	Design Public Works facilities expansion FY 18/19	Completion	9/28/2018	Public Works Department
24	Build Pole Barn at PW Service Center for newly purchased equipment	Completion	9/28/2018	Public Works Department
25	Paint Pecan water tower	Completion	9/28/2018	Public Works Department

EMERGING & LONG-TERM GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Manage the IT infrastructure for the City Hall move (Also supports the Quality of Life Objective)	Completion	12/31/2018	Information Technology Department
2	Plan and facilitate the move to the new City Hall (Also supports the Quality of Life Objective)	Completion	12/31/2018	Human Resources Department
3	Plan and facilitate the move to the new library (Also supports the Quality of Life Objective)	Completion	12/31/2018	Library
4	Complete the capital projects included in the FY2017 CIP budget (Also supports the Mobility and Environment & Quality of Life Objectives)	Completion	5/31/2019	Engineering Department
5	Construct Megasite wastewater extensions	Completion	9/30/2019	Engineering Department
6	Design Gap Trail (Also supports the Quality of Life Objective)	Completion	9/30/2020	Parks Department
7	Design of Fritz/Creekside improvements (Also supports the Quality of Life Objective)	Completion	9/30/2020	Parks Department
8	Complete the capital projects included in the long-term capital improvement plan (see CIP Appendix for various projects)	Completion	9/30/2022	Engineering Department

VISION

Hutto, Texas is a Family-friendly community that provides superior public safety, outstanding fiscal responsibility, diversified economy, and an exceptional quality of life.

VALUES

- Responsible
- Authentic
- Safe
- Progressive

OBJECTIVE:

Create an “open for business” culture.

ADDITIONAL DETAILS:

Thriving communities are facilitators of local business first and whenever possible and a regulator of business only when necessary. Our objective is to create and maintain an "open for business" culture throughout the city organization.

STRATEGIC FOCUS AREAS:



Well Balanced &
Diversified
Economy



Public Safety



Fiscal
Responsibility



Quality of Life &
Services



Infrastructure &
Growth

GUIDING PRINCIPLES:

1. Continually make the city economically competitive to attract and retain business through competitive rates, taxes, and user fees.
2. Continually engage the community in developing and maintaining the Comprehensive Plan.
3. Continually assess barriers to growth and identify potential methods to overcome these barriers.
4. Maintain a Comprehensive Plan specifically designed to meet Hutto's current and future needs.
5. Facilitate a diverse mix of uses to serve Hutto residents.
6. Invest to revitalize under-utilized areas for business opportunities.
7. Ensure that the permit process is consistently applied and predictable for the development and business community.
8. Support new and existing local businesses in their operations and growth.



STRATEGIC FOCUS AREA ALIGNMENT:



Aligning Goals - Open for Business

	IMMEDIATE GOALS	TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Facilitate construction of new commercial spec space	30,000 square feet	3/31/2018	Economic Development
2	Complete review of industrial design regulations	Completion	6/30/2018	Business & Dev. Services
3	Complete a Drainage Master Plan	Completion	5/31/2018	Engineering Department
4	Complete update of Wastewater Master Plan	Completion	5/31/2018	Engineering Department
5	Complete review of residential design regulations	Completion	7/31/2018	Business & Dev. Services
6	Develop an annexation plan securing the commercial tax base	Completion	9/30/2018	Business & Dev. Services
7	Amend I4-45 Agreement with Williamson County	Completion	7/31/2018	Business & Dev. Services
8	Utilize infrastructure development to open new growth zones	4,500 acres	9/28/2018	City Manager's Office
9	Maintain a current and up-to-date website (<i>Also supports the Customer Service and Quality of Life Objectives</i>)	Completion	9/28/2018	Communications Department
10	Utilize the media to effectively tell the City of Hutto's story (<i>Also supports the Customer Service Objective</i>)	Completion	9/28/2018	Communications Department
11	Communicate regularly with Downtown businesses	Completion	9/28/2018	Downtown
12	Pursue a public-private partnership for continued development of the Co-Op District	Development Agmt. Completed	9/28/2018	Economic Development
13	Develop a business/industrial park to provide build-ready land for projects	Completion	9/28/2018	Economic Development
14	Communicate regularly with Hutto businesses	Completion	9/28/2018	Economic Development
15	Define clearly the coordinating roles of the City, EDC, and Chamber of Commerce for economic development (<i>Also supports the Governance Objective</i>)	Completion	9/28/2018	Economic Development

Aligning Goals - Open for Business

EMERGING & LONG-TERM GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Perform parking study for Old Town	Completion	1/31/2019	Business & Dev. Services
2	Perform Old Town Hutto District Boundary Review	Completion	1/31/2019	Business & Dev. Services
3	Develop Old Town demolition program	Completion	4/30/2019	Business & Dev. Services
4	Attract higher skilled, higher wage jobs	Recruiting Metrics	9/30/2022	City Manager's Office
5	Reduce retail and job leakage	5% reduction	9/30/2022	Economic Development
6	Develop the Co-Op District as a vibrant, mixed-use district (Also supports the Quality of Life Objective)	Completion	9/30/2022	Economic Development

VISION

Hutto, Texas is a Family-friendly community that provides superior public safety, outstanding fiscal responsibility, diversified economy, and an exceptional quality of life.

VALUES

- Responsible
- Authentic
- Safe
- Progressive

OBJECTIVE:

Create an aggressive, progressive economic development strategy for the community.

ADDITIONAL DETAILS:

Economic Development is at the heart of Hutto's growth. To create a thriving community, we will have to be both aggressive and progressive in our economic development efforts.

STRATEGIC FOCUS AREAS:



Well Balanced & Diversified Economy



Public Safety



Fiscal Responsibility



Quality of Life & Services



Infrastructure & Growth

GUIDING PRINCIPLES:

1. Pursue a financially-sustaining development pattern.
2. Encourage infill development to maximize the use of existing infrastructure.
3. Ensure a city-wide jobs-housing balance.
4. Maximize the potential of intellectual capital.
5. Advance Hutto as a place for a qualified, diverse workforce.
6. Advocate Hutto as an economic hub for rail-served industry.
7. Encourage a mix of residential, retail, restaurant, and office use.
8. Encourage business development that promotes quality of place.
9. Invest to revitalize under-utilized areas for business opportunities.
10. Support new and existing local businesses in their operations and growth.

STRATEGIC FOCUS AREA ALIGNMENT:



Aligning Goals - Economic Development

IMMEDIATE GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Retention of Downtown businesses	Completion	9/28/2018	Downtown
2	Retention of Hutto businesses	Completion	9/28/2018	Economic Development
3	Increase awareness of educational offerings (Also supports the Quality of Life Objective)	Completion	9/28/2018	Library

EMERGING & LONG-TERM GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
	None at this time.			

VISION

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- Progressive

OBJECTIVE:

Enhance mobility within the City.

ADDITIONAL DETAILS:

In order to thrive, people must be able to easily move throughout the community. Our objective is to continually improve the level of all forms of mobility, including vehicular, pedestrian, bicycle, and mass transportation . Strategic project selection, design, creative funding, and efficient construction will aide in

GUIDING PRINCIPLES:

1. Maintaining and following all adopted master plans is an important aspect of being able to continually enhance mobility.
2. Where a governing body desires to act conversely to an adopted Master Plan, the fact that the action is converse to the adopted Master Plan will be clearly reported by staff to the governing body and the affected Master Plan will be amended to reflect the change in policy.
3. Where possible, the City should partner with Hutto ISD, private developers, and other agencies to enhance mobility in the most cost-effective manner.
4. Safety, capacity, construction efficiency, ease and cost of maintenance must be considered for every new or rehabilitation project.
5. Transportation projects should respect and preserve the surrounding character to the greatest extent possible.
6. We should collaborate with regional entities to ensure that roadway design balances regional mobility goals with the unique needs and character of Hutto.
7. We should continually support efforts to serve Hutto with regional public transit, such as bus or rail.
8. Maintaining an active and cooperative relationship with entities such as Lone Star Rail, CAMPO, and CapMetro is an important aspect of achieving this objective.
9. We should always look to proactively expand the various infrastructure systems to optimize cost saving opportunities and funding partnerships.
10. Ensure proper multi-modal circulation to and through all new development.

STRATEGIC FOCUS AREAS:



Well Balanced & Diversified Economy



Public Safety



Fiscal Responsibility



Quality of Life & Services



Infrastructure & Growth

STRATEGIC FOCUS AREA ALIGNMENT:



Aligning Goals - Mobility

IMMEDIATE GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Complete a Mobility Master Plan	Completion	5/31/2018	Engineering Department
2	Define opportunities for sidewalk partnerships with Hutto ISD	Completion	5/31/2018	Engineering Department
3	Integrate the Thoroughfare Master Plan with regional partners (included as an element of the Mobility Master Plan)	Completion	5/31/2018	Engineering Department
4	Explore innovative mitigation of significant community barriers such as the railroad (included as an element of the Mobility Master Plan)	Completion	5/31/2018	Engineering Department
5	Complete FY 2018 CIP Mobility Projects (<i>Also supports the Infrastructure, and Quality of Life Objectives</i>)	Completion	8/31/2018	Engineering Department

EMERGING & LONG-TERM GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Complete the capital projects included in the FY2017 CIP budget (<i>Also supports the Infrastructure and Environment & Quality of Life Objectives</i>)	Completion	5/31/2019	Engineering Department
2	Establish a park and ride location in Hutto	Completion	9/30/2020	City Manager's Office
3	Create pedestrian access crossing and access along Hwy. 79	1 Additional	9/30/2020	Engineering Department
4	Provide a developed trail system to connect neighborhoods, commercial areas, schools, and downtown to one another	Completion	9/30/2022	Parks & Recreation Department
5	Complete the capital projects included in the long-term capital improvement plan (see CIP Appendix for various projects)	Completion	9/30/2022	Engineering Department

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STRATEGIC FOCUS AREAS:



Well Balanced & Diversified Economy



Public Safety



Fiscal Responsibility



Quality of Life & Services



Infrastructure & Growth

OBJECTIVE:

Generate a strategic path forward for enhancing the public safety apparatus including police, fire, and emergency medical services.

ADDITIONAL DETAILS:

Our objective is to generate a strategic direction to appropriate the resources to adequately staff, equip, train, motivate, and house the public safety functions in the community.

GUIDING PRINCIPLES:

1. All forms of public safety, including police, fire services, and emergency medical services are a core function of local government and should be adequately staffed and equipped annually.
2. The "apparatus" in this objective means all of these broad systems of support for performing public safety functions, including personnel count, vehicles, buildings, equipment, etc.

STRATEGIC FOCUS AREA ALIGNMENT:



Aligning Goals - Public Safety Apparatus

IMMEDIATE GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Train support staff as instructors (Also supports the Workforce Objective)	Completion	5/31/2018	Police Department
2	Design a criminal investigation interview room	Completion	8/31/2018	Police Department
3	Develop Annual Training Calendar for state mandated training (Also supports the Workforce Objective)	Completion	8/31/2018	Police Department
4	Develop curriculum for progression of peace officer certifications	Completion	8/31/2018	Police Department
5	Decrease sexual assault, burglaries, and criminal mischief incidents	10% reduction in each	9/28/2018	Police Department
6	Implement Police Explorer Program	Completion	9/28/2018	Police Department

EMERGING & LONG-TERM GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Develop plan to implement a physical fitness program (Also supports the Public Safety Objective)	Completion	12/31/2018	Police Department
2	Increase average tenure of sworn police officers	Increase by 5 years	9/30/2019	Police Department
3	Increase visibility objective on highways & arterials	4 hours to 1 hour	9/30/2022	Police Department
4	Increase authorized patrol staffing	22 to 31	9/30/2022	Police Department
5	Increase officer-initiated time	8.9 minutes to 20 minutes/hour	9/30/2022	Police Department
6	Maintain average response time for calls for service	5.35 minutes	9/30/2022	Police Department
7	Maintain officer administrative time	12.5 minutes	9/30/2022	Police Department
8	Maintain percentage of time an officer will be available to immediately respond to an emergency call	95%	9/30/2022	Police Department

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STRATEGIC FOCUS AREAS:



Well Balanced & Diversified Economy



Public Safety



Fiscal Responsibility



Quality of Life & Services



Infrastructure & Growth

OBJECTIVE:

Enhance the overall governance of the community.

ADDITIONAL DETAILS:

The City Council's job is, on behalf of the community, to see to it that the organization achieves what it should and avoids what is unacceptable. Continually enhancing the overall governance of the community is a primary objective of the City Council and we will annually establish goals to focus efforts in this area.

GUIDING PRINCIPLES:

1. Actively advocating for Hutto's legislative agenda at the county, state and national levels as needed.
2. Elected officials, appointed officials and staff should continually cultivate, maintain, and promote both internal and external relationships which impact the effective governance of the community.
3. All involved should continually seek to identify and maintain a qualified group of community leaders at all levels.
4. Maintain a consistently high level of involvement of the Planning and Zoning Commission.
5. Focus on City Council leadership and development.
6. Nurture & sustain strategic partnerships with county, state and neighboring local government officials/staff to address common issues.
7. Nurture & sustain strategic educational partnerships.
8. Build community cohesion through continuous open communication.
9. Utilize ongoing continuing education opportunities, on an annual basis, to strengthen leadership and governance skills.

STRATEGIC FOCUS AREA ALIGNMENT:



Aligning Goals - Governance

IMMEDIATE GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Facilitate a Council review of strategic planning documents	Completion	1/31/2018	City Manager's Office
2	Approve a park facility use agreement to govern youth sports' use of public park spaces	Adoption	3/31/2018	Parks Department
3	Continue to update policies for efficiency, effectiveness, and positive business impact	Completion	4/1/2018	Human Resources Department
4	Host and Manage a Sales Tax (Nov 2017) and General Election (May 2018)	Completion	5/31/2018	City Secretary
5	Develop a FY18 5-year CIP prioritization system <i>(Also supports the Stewardship Objective)</i>	Completion	8/31/2018	Engineering Department
6	Define clearly the coordinating roles of the City, EDC, and Chamber of Commerce for economic development <i>(Also supports the Open for Business Objective)</i>	Completion	9/28/2018	City Manager's Office
7	Review and amend legislative agenda at least annually to decide which issues need to be addressed	Completion	9/28/2018	City Manager's Office
8	Cultivate strong relationships with overlapping governing bodies (ISD, WCESD#3, and County) <i>(Also supports the Stewardship Objective)</i>	1 Joint Meeting with each	9/28/2018	City Manager's Office

EMERGING & LONG-TERM GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Consider a review of the Charter with City Council	Completion	9/28/2019	City Secretary's Office
2	Review ordinances and resolutions for conflict and applicability	Completion	9/28/2019	City Secretary's Office

VISION

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VALUES

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OBJECTIVE:

Ensure responsible fiscal stewardship through transparency and reporting.

ADDITIONAL DETAILS:

Stewardship is the responsible care and oversight of the resources made available by the citizens and customers of the City of Hutto to effectively manage the governmental responsibilities of the community. Continued fiscal stewardship is critical to creating an opportunity for people to thrive in the long-term.

GUIDING PRINCIPLES:

1. Provide funding for infrastructure to sustain growth.
2. Embrace the use of technology to enhance or reduce the cost of service delivery.
3. Reduce energy consumption and encourage the use of alternative and renewable energy sources.
4. Continually seek to stabilize and control program costs.

STRATEGIC FOCUS AREAS:



Well Balanced &
Diversified
Economy



Public Safety



Fiscal
Responsibility



Quality of Life &
Services



Infrastructure &
Growth

STRATEGIC FOCUS AREA ALIGNMENT:



Aligning Goals - Fiscal Stewardship

IMMEDIATE GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Develop a sponsorship and fundraising policy	Completion	2/28/2018	Parks Department
2	Focus on collection of bad debt owed to the City	Completion	4/30/2018	Finance Department
3	Evaluate current financial software	Completion	5/31/2018	Finance Department
4	Cultivate strong relationships with overlapping governing bodies (ISD, WCESD#3, and County) <i>(Also supports the Governance Objective)</i>	I Joint Meeting with each	9/28/2018	City Manager's Office
5	Improve the City's bond rating	AA- to AA	9/28/2018	Finance Department
6	Maximize outside funding for sponsorship opportunities with the Library, Parks & Downtown Events.	Completion	9/28/2018	Downtown, Parks & Rec, Library
7	Develop a new 5-year CIP prioritization system <i>(Also supports the Governance Objective)</i>	Completion	9/28/2018	Engineering Department
8	Educate staff on current library and financial practices	Completion	9/28/2018	Library

EMERGING & LONG-TERM GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
	None at this time.			

VISION

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OBJECTIVE:

Implement a quality city-wide customer service program.

ADDITIONAL DETAILS:

We believe that all people can thrive when we are serving one another. Our objective is to implement a culture of service across the entire City of Hutto organization, and to provide outstanding customer service in all aspects of what we do.

GUIDING PRINCIPLES:

1. Provide on-going and consistent citizen communications.
2. Maintain strong relationships between the Police Department and the community.
3. Our customers are our citizens, property owners, the City Council, volunteer boards and commissions, institutions, businesses, the development community and anyone that invests their time, energy, effort, or money into the City of Hutto.

STRATEGIC FOCUS AREAS:



Well Balanced &
Diversified
Economy



Public Safety



Fiscal
Responsibility



Quality of Life &
Services



Infrastructure &
Growth

STRATEGIC FOCUS AREA ALIGNMENT:



Aligning Goals - Customer Service

IMMEDIATE GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
I	Build the brand according to the brand guide <i>(Also supports the Workforce and Environment & Quality of Life Objectives)</i>	Completion	2/28/2018	Communications Department
2	Train with emphasis on customer service in utility billing and court <i>(Also supports the Workforce Objective)</i>	Completion	4/30/2018	Finance Department
3	Complete a succession planning model organization wide	Completion	6/1/2018	Human Resources Department
4	Build out the customer service culture throughout the organization	Completion	6/1/2018	Human Resources Department
5	Utilize the media to effectively tell the City of Hutto's story <i>(Also supports the Open for Business Objective)</i>	Completion	9/28/2018	Communications Department
6	Maintain a current and up-to-date website <i>(Also supports the Open for Business and Quality of Life Objectives)</i>	Completion	9/28/2018	Communications Department
7	Communicate regularly with Downtown businesses	Completion	9/28/2018	Downtown
8	Communicate regularly with Hutto businesses	Completion	9/28/2018	Economic Development
9	Continue to measure and improve customer service in IT department <i>(Also supports the Workforce Objective)</i>	Completion	9/28/2018	IT Department
10	Educate staff on current library and financial practices	Completion	9/28/2018	Library
II	Train outward facing departments on customer service <i>(Also supports the Workforce Objective)</i>	Completion	9/28/2018	Business & Dev. Svs., Parks & Recreation, Public Works, Engineering, City Secretary

EMERGING & LONG-TERM GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
	None at this time.			

VISION

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VALUES

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OBJECTIVE:

Maintain a positive and inspired workforce.

ADDITIONAL DETAILS:

In order to create a thriving community, City staff members need to be fully engaged in service to the public. In order to be fully engaged, the organization must continually cultivate a positive and inspiring workplace culture.

STRATEGIC FOCUS AREAS:



Well Balanced & Diversified Economy



Public Safety



Fiscal Responsibility



Quality of Life & Services



Infrastructure & Growth

GUIDING PRINCIPLES:

1. Provide continuing education opportunities for employees.
2. Maintain a highly effective police force.
3. Recruit and retain a highly effective Police force.
4. Departments should use succession planning to train and promote from within where feasible.

STRATEGIC FOCUS AREA ALIGNMENT:



Aligning Goals - Workforce

IMMEDIATE GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
I	Build the brand according to the brand guide <i>(Also supports the Customer Service and Environment & Quality of Life Objectives)</i>	Completion	2/28/2018	Communications Department
2	Train with emphasis on customer service in utility billing and court <i>(Also supports the Customer Service Objective)</i>	Completion	4/30/2018	Finance Department
3	Train support staff as instructors <i>(Also supports the Public Safety Objective)</i>	Completion	5/31/2018	Police Department
4	Create an employment brand	Completion	6/1/2018	Human Resources Department
5	Complete the compensation market study for key departments	Completion	8/1/2018	Human Resources Department
6	Create a manager-in-training program that will develop future leaders within the organization	Completion	8/1/2018	Human Resources Department
7	Develop curriculum for progression of peace officers certifications	Completion	8/31/2018	Police Department
8	Develop Annual Training Calendar for state mandated training <i>(Also supports the Public Safety Objective)</i>	Completion	8/31/2018	Police Department
9	Continue to build a culture of learning	Completion	9/28/2018	Human Resources Department
10	Continue to measure and improve customer service in IT department <i>(Also supports the Customer Service Objective)</i>	Completion	9/28/2018	IT Department
11	Train outward facing departments on customer service <i>(Also supports the Customer Service Objective)</i>	Completion	9/28/2018	Business & Dev. Svs., Parks & Recreation, Public Works, Engineering, City Secretary

EMERGING & LONG-TERM GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
I	Develop plan to implement a physical fitness program <i>(Also supports the Public Safety Objective)</i>	Completion	12/31/2018	Police Department

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STRATEGIC FOCUS AREAS:



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Public Safety



Fiscal Responsibility



Quality of Life & Services



Infrastructure & Growth

OBJECTIVE:

Maintain an environment and quality of life that encompasses a safe, friendly, and an entertaining atmosphere for all ages.

ADDITIONAL DETAILS:

People thrive when they are able to live in, work in, and visit an environment that is safe, friendly, and entertaining. Our objective is to create and maintain such an environment within the City of Hutto.

GUIDING PRINCIPLES:

1. Support and encourage beautification efforts.
2. Maintain strong relationships between the Police Dept. and the community.
3. Support a city-wide tree planting and care program.
4. Acquire and develop open space of various scales for active, passive and programmed use.
5. Develop Hutto's park system in accordance with the Parks, Trails, and Open Space Master Plan.
6. Continually cultivate an expansive urban tree canopy.
7. Ensure the health of trees through standards and species selection.
8. Expand the city's tree canopy cover through landscaping and targeted tree planting efforts.
9. Support the preservation of green space.
10. Consistently seek productive community partnerships.
11. Promote home and yard maintenance/ code compliance.
12. Build community character and compatibility through architectural design.
13. Ensure proper multi-modal circulation to and through new development.
14. Use zoning to ensure harmony and avoid adverse impacts to surrounding thoroughfares and
15. Allow a variety of housing products to serve the needs of a diverse population through all stages of life.
16. Support various scales of attached and multi-family housing.
17. Require that the form and character of downtown Hutto persist in new construction redevelopments.
18. Preserve designated historic structures.
19. Celebrate Hutto's heritage and preserve our history for future generations.
20. Highlight Hutto's unique identity and heritage through murals and public art.
21. Ensure that neighborhoods will hold value and remain safe.
22. Proactively support educational needs for the community.
23. Nurture & sustain strategic educational partnerships.
24. Maintain active participation in regional trail planning efforts.
25. Provide public gathering opportunities through programming of existing facilities.
26. Seek to provide platforms for display and promotion of local art.
27. Connect residents to the arts, including music and



Aligning Goals - Quality of Life

	IMMEDIATE GOALS	TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Develop a beautification program with a revised Adopt-A-Spot program	Completion	11/30/2017	Parks Department
2	Build the brand according to the brand guide <i>(Also supports the Customer Service and Workforce Objectives)</i>	Completion	2/28/2018	Communications Department
3	Update the 2040 Comprehensive Plan	Completion	6/30/2019	Business & Dev. Services
4	Complete FY 2018 CIP Mobility Projects <i>(Also supports the Infrastructure, and Mobility Objectives)</i>	Completion	8/31/2018	Engineering Department
5	Attract higher-end, move-up housing	Completion	9/28/2018	City Manager's Office
6	Maintain a current and up-to-date website <i>(Also supports the Open for Business and Customer Service Objectives)</i>	Completion	9/28/2018	Communications Department
7	Promote Hutto as a destination	Completion	9/28/2018	Downtown
8	Increase awareness of educational offerings <i>(Also supports the Economic Development Objective)</i>	Completion	9/28/2018	Library
9	Expand the library collection and improve standards	Completion	9/28/2018	Library
10	Maximize outside funding for sponsorship opportunities with Library, Parks & Downtown Events	Completion	9/28/2018	Library, Parks & Downtown
11	Finalize Pollard Property final concept design <i>(Also supports the Infrastructure Objective)</i>	Completion	9/28/2018	Parks Department
12	Finalize programming for Pollard Property	Completion	9/28/2018	Parks Department
13	Develop amphitheater programming plan	Completion	9/28/2018	Parks Department
14	Develop ongoing City senior recreation programming	Completion	9/28/2018	Parks Department
15	Decrease sexual assault, burglaries, and criminal mischief incidents	10% reduction in each	9/28/2018	Police Department
16	Implement Police Explorer Program	Completion	9/28/2018	Police Department

Aligning Goals - Quality of Life

EMERGING & LONG-TERM GOALS		TARGET METRIC	TARGET DATE	RESPONSIBILITY
1	Develop new adult programming	Completion	11/30/2018	Parks Department
2	Plan and facilitate the move to the new City Hall (Also supports the Infrastructure Objective)	Completion	12/31/2018	Human Resources
3	Plan and facilitate the move to the new library (Also supports the Infrastructure Objective)	Completion	12/31/2018	Library
4	Complete the capital projects included in the FY2017 CIP budget (Also supports the Mobility and Infrastructure Objectives)	Completion	5/31/2019	Engineering Department
5	Design Gap Trail (Also supports the Infrastructure Objective)	Completion	9/30/2020	Parks Department
6	Design of Fritz/Creekside improvements (Also supports the Infrastructure Objective)	Completion	9/30/2020	Parks Department
7	Develop the Co-Op District as a vibrant, mixed-use district (Also supports the Economic Development Objective)	Completion	9/30/2022	Business & Dev. Services
8	Complete the capital projects included in the long-term capital improvement plan (see CIP Appendix for various projects)	Completion	9/30/2022	Engineering Department

**CITY OF HUTTO
CITY COUNCIL AGENDA**

AGENDA ITEM NO.:

12B.

AGENDA DATE: March 15, 2018

PRESENTED BY:

Larry Foos, Parks and Recreation
Director

ITEM:

Consideration and possible action concerning a resolution for the naming of of the Pollard park property. (Larry Foos)

STRATEGIC GUIDE POLICY:

ITEM BACKGROUND:

The purchase of the Pollard Park property was finalized in January 2018. As improvements are made to the park and events are scheduled, the Parks Advisory Board (PAB) wishes to recommend multiple names for the newly acquired Park property.

In accordance with the policy for naming parks and recreation facilities adopted by counsel on February 2009, a sub-committee was appointed by the Parks Advisory Board Chairman. The sub-committee desires to honor Hutto's history and heritage.

It is the desire of the PAB to present multiple name options for the City Council to consider.

BUDGETARY AND FINANCIAL SUMMARY:

Not applicable.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

Multiple options are submitted for city Council to consider.

CITY ATTORNEY REVIEW:

Not applicable.

STAFF RECOMMENDATION:

Not applicable.

SUPPORTING MATERIAL:

1. [Shiloh Cliff Park](#)
2. [Hippo Hollow](#)
3. [Heroes Park](#)
4. [Resolution](#)

Naming of Pollard Property

Proposed Name:

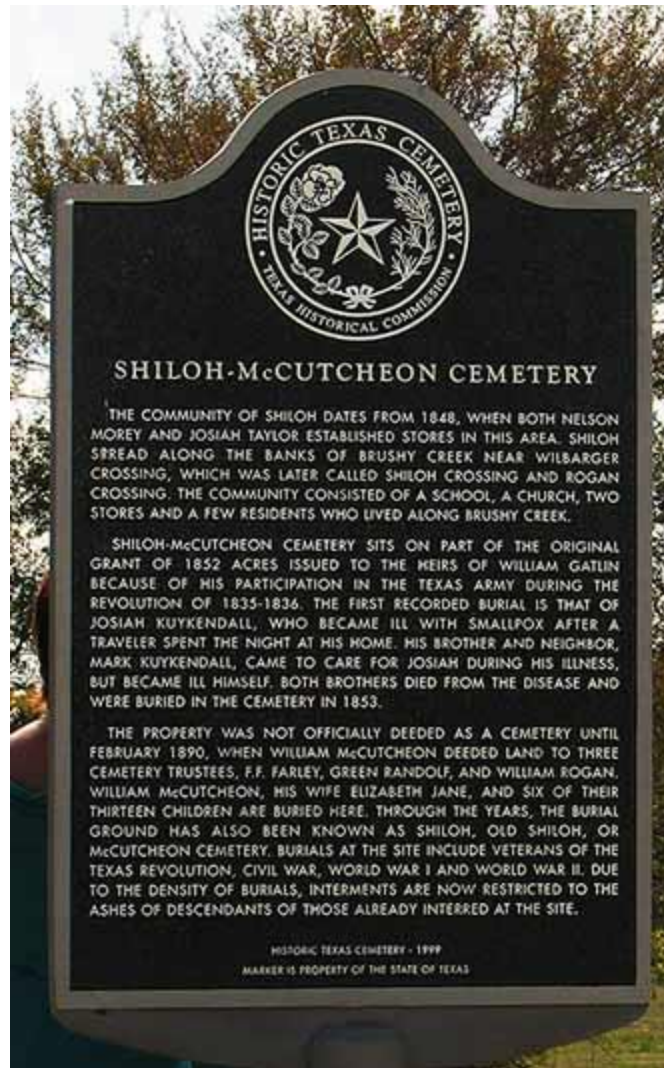
Shiloh Cliff Park or Shiloh Park

Justification:

The community of Shiloh sprang up on the banks of Brushy Creek. It was located near Wilbarger Crossing, later called Shiloh Crossing and Rogan Crossing. The small community which the cemetery originally served no longer exists; however, it predated Hutto. The demise of Shiloh may be in part due to the founding of Hutto as families relocated to that nearby town as the railroad made its entry into the area. The Shiloh settlement dates to 1848 when Nelson Morey and Josiah Taylor established stores in the area along Brushy Creek.

The land where the cemetery sits was part of an original land grant #9575 for 1852 acres issued to the heirs of William Gatlin, “who was an officer in the Army of the Republic of Texas and was killed at the defeat of Col. Fannin by the Mexican Army.”

Overview - Located near Hutto, Williamson County, Texas the community of Shiloh consisted of a school, a church, two stores and a few residents who lived on or near Brushy Creek. This area was a cattle crossing during the days following the Civil War but before that it had been a major route taken by many as they advanced southward through Texas. The residents of Shiloh made up some of the first settlers of Hutto once its railroad came through. Many of the early families who lived in Shiloh were buried or have relatives who were buried in Shiloh-McCutcheon Cemetery known as both the Shiloh Cemetery and the McCutcheon Cemetery during the earlier years. However, the first burial in the cemetery was attributed to the death of a woman passing through the area. The first recorded burial was that of Josiah Kuykendall who became ill with smallpox after a traveler spent the night at the Kuykendall home. Josiah’s brother Mark, who lived nearby came to care for his brother during the illness. They both died and were buried in the Shiloh Cemetery in 1853.



Marker Text

Shiloh-McCutcheon Cemetery

The community of Shiloh dates from 1848, when both Nelson Morey and Josiah Taylor established stores in the area. Shiloh spread along the banks of Brushy Creek near Wilbarger Crossing which was later called Shiloh Crossing and Rogan Crossing. The community consisted of a school, a church, two stores and a few Residents who lived along Brushy Creek.

Shiloh McCutcheon Cemetery sits on part of the original grant of 1852 acres issued to the heirs of William Gatlin because of his participation in the Texas Army during the Revolution of 1835-1836. The first recorded burial is that of Josiah Kuykendall, who became ill with smallpox after a traveler spent the night at his home. His brother and neighbor, Mark Kuykendall, came to care for Josiah during his illness, but became ill himself. Both brothers died from the disease and were buried in the cemetery in 1853.

The property was not officially deeded as a cemetery until February 1890, when William McCutcheon deeded land to three cemetery trustees, F. F. Farley, Green Randolph, and William Rogan. William McCutcheon and his wife Elizabeth Jane and 6 of their thirteen children are buried here. Through the years, the burial ground has also been known as Shiloh, Old Shiloh or McCutcheon Cemetery. Burials at the site include veterans of the Texas revolution, Civil War, World War I, and World War II. Due to the density of burials, interments are now restricted to the ashes of descendants of those already interred at the site.

Pros:

The Shiloh name captures the historical aspect of a community that actually predates Hutto. Using “Cliff” in the name does bring attention to a unique physical characteristic associated with the park.

Cons:

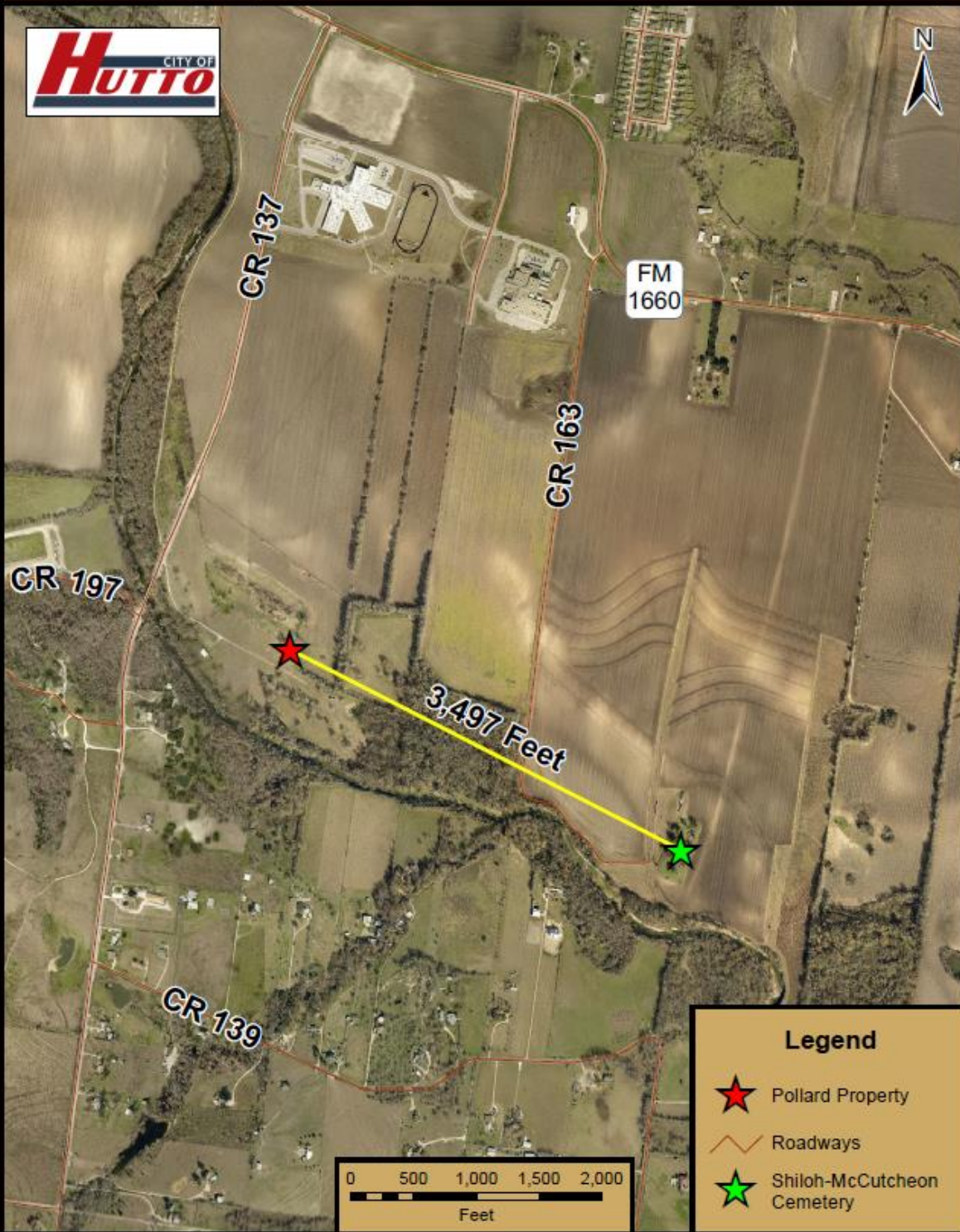
The Battle of Shiloh took place in Tennessee during the Civil War - Battle of Shiloh is the seventh-costliest land battle of the American Civil War (23,746 casualties)

Conclusion:

Naming the new property the Shiloh Park or the Shiloh Cliff Park would capture the historical aspect of the area and/or highlight a unique physical feature of the park. A google search showed no other parks with this name. The site of the Civil War battle is named Shiloh National Military Park.

*Information obtained from the Williamson County Historical Commission

Pollard Property and Shiloh-McCutcheon Cemetery Site Map



Legend

- Pollard Property
- Roadways
- Shiloh-McCutcheon Cemetery



Naming of Pollard Property

Proposed Name:

Hippo Hallow Park

Justification:

To honor Hutto's distinctive identifier – the Hippo - which is revered and respected.

Pros:

- Hippos are hip and trendy with even some national mention as an unusual mascot for Hutto High School.
- Popular tourist attraction (e.g. Henrietta).

Cons:

- HHS mascot.
- Possible confusion with “Hippie Hollow” in Austin.

Conclusion:

A park of such unique and natural beauty enhances the quality of life in Hutto and the name “Hippo Hallow” pays homage to the City's distinctive identifier – the Hippo. There are many imaginative hippo-themed opportunities to promote amenities and activities/events at this park:

- Hippo-themed park amenities:
 - Amphitheater: Hippodrome Theatre
 - Memorial Monument: Hippo Heroes Memorial
 - Splashpad/Water Feature/Pond: Hippo Wallow
 - Playground Area: Hippo Playground* (see attached)
- Hippo-themed activities/events:
 - Life-size Concrete Graffiti Hippo (graffiti contest)
 - Life-sized Hippo Sculpture (photo opportunities) ** (see attached)

*





**

Naming of Pollard Property

Proposed Name:

Heroes Park

Justification:

The word “Hero” conjures up thoughts of people who go above and beyond the call to save a person or a group of people...but it can also be used for everyday people who give of themselves tirelessly...the name “Heroes Park” could be used to honor all people who have served in any capacity in Public Service to the city, whether they are still alive or not...examples would be to honor all of our first responders, whether they be police, fire or EMS...those that come to mind who are no longer with us are as follows:

- David Begier- former mayor of Hutto, passed away while he was still in office
- Chris Kelley- first Hutto Police Officer to be killed in the line of duty
- David “Red” Oman- long time Chief of the Hutto Fire Department, when it was all volunteer, also deceased
- John Coates- long time Chief of the Fire Department- deceased
- Richard Miller- former Chief of Police- even though he did not finish his law enforcement career with HPD, he was a long time Chief who has also passed away
- Bob Cummings- former Chief of Police- shot (but not killed) in the line of duty in the ‘80’s
- Ken Love- former mayor of Hutto- suffered a stroke while in office, and had to resign...he has since moved out of state, but he could be honored in the new park
- Any Police, Fire, EMS, City Council, Mayor, or Board Member who has served with distinction

Pros:

- No one else in this area has a park named “Heroes Park”, so it is an unusual name (there is one Heroes Park in Arlington, honoring Police and Fire; there is also a “Hometown Heroes” Park in League City- none that could be find in Central Texas)
- Multiple people can be honored in the park with Pavers, trees and/or park benches. These items can also be bought with donations from those wanting to honor their family member, living or deceased, creating a revenue stream (even if it just covers the cost of the pavers, trees, park benches, etc)

Cons:

- The name really doesn’t conjure up a thought of Hutto

- Honoring so many people in one place might be a little too much
- Logistics involved in multiple ways to honor someone (pavers, trees, benches, etc)

Conclusion:

This parkland of natural beauty and creek access will likely be widely used and a regional draw as the county develops the Brushy Creek Trail. Those “Heroes” honored at the park will very likely be exposed to many area park attendees. Those citizens who contribute greatly of their time and talents will be able to be honored at this park.

RESOLUTION NO.

**A RESOLUTION REQUESTING THE NAME DESIGNATION OF THE
POLLARD PROPERTY IN THE CITY OF HUTTO, WILLIAMSON COUNTY,
TEXAS.**

WHEREAS, the City of Hutto Parks Advisory Board selected a naming committee to explore naming options for the recently purchased park property, as outlined in the policy for naming parks and recreation facilities, and;

WHEREAS, the park currently has no official name, and;

WHEREAS, the sub-committee sought to honor Hutto's history and heritage, and;

WHEREAS, the City of Hutto Parks and Recreation advisory board has voted to approve the naming of the Pollard Park property in the March 14, 2018 Parks Advisory Special Meeting,

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

That the Hutto City Council hereby authorized the naming of the Pollard Park Property
as_____.

CONSIDERED and RESOLVED by the City Council of the City of Hutto on this the
_____day of _____, 2018.

THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

ATTEST:

Lisa L. Brown, City Secretary

**CITY OF HUTTO
CITY COUNCIL AGENDA**

AGENDA ITEM NO.: 13A.

AGENDA DATE: March 15, 2018

PRESENTED BY:

ITEM:

Consideration and possible action on appointments to the Library Advisory Board, Historic Preservation Commission and the Economic Development Corporation.

STRATEGIC GUIDE POLICY: Well Balanced & Diversified Economy

ITEM BACKGROUND:

Appointment of new commissioners are need to file the seats were individuals have resigned from an individual board or are unable to serve.

BUDGETARY AND FINANCIAL SUMMARY:

Not applicable

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

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.: 14A.

AGENDA DATE: March 15, 2018

PRESENTED BY:

ITEM:

Executive Session, as authorized by Texas Government Code, Section 551.071, regarding consulting with an Attorney, and Section 551.087, economic development negotiations.

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.: 14B.

AGENDA DATE: March 15, 2018

PRESENTED BY:

ITEM:

Executive Session, as authorized by Texas Government Code, Section 551.071, regarding consultation with 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.: 15A.

AGENDA DATE: March 15, 2018

PRESENTED BY:

ITEM:

Consideration and possible action relative to Item 14B.

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.