



City of Hutto

Agenda

Diversity, Equity, Inclusion & Belonging Commission Tuesday, August 19, 2025 at 6:00 PM Executive Conference Room

In accordance with the Texas Open Meetings Act this meeting agenda is posted for public information, continuously, for at least 72 hours prior to the scheduled time of the meeting on the bulletin board located on the exterior wall of the City Hall building at 500 West Live Oak, Hutto, Texas. This meeting agenda is also accessible via the Internet at huttotx.gov

1. CALL SESSION TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

Any citizen wishing to speak during public comment may do so after completing the required registration form. The purpose of this item is to allow the residents of Hutto and other interested persons an opportunity to address the City Council on agenda issues and on non-agenda issues that are a matter of the jurisdiction of the City Council (i.e., City policy or legislative issues). Non-agenda issues regarding daily operational or administrative matters should be first dealt with at the administrative level by calling City Hall at (512) 759-4839 during business hours. Each person providing public comment will be limited to 3 minutes.

Any citizen wishing to speak during public comment may do so after completing the required registration form. Written comments for this meeting may also be sent to comments@huttotx.gov PRIOR to 4:00 pm on August 19, 2025. The email must include name, address, phone #, agenda item and email to be recognized properly. Written comments will be provided to City Council.

(Note: The Texas Open Meetings Act, Texas Government Code, Chapter 551, prohibits the City Council from fully discussing, debating, or considering subjects for which public notice has not been given on the agenda. Issues that cannot be referred to the City Staff for action may be placed on the agenda of a future City Council Session.)

4. GENERAL COMMENTS FROM CITY STAFF

5. GENERAL COMMENTS FROM CITY COUNCIL REPRESENTATIVES

6. GENERAL COMMENTS FROM COMMISSION MEMBERS

7. OTHER BUSINESS

- 7.1. Welcome and introduction of new DEIB Commissioner, Nikki Williamson.
- 7.2. Update and discussion on the July 17, 2025 City Council worksession.
- 7.3. Discussion and possible action on hosting a joint work session with the Library Advisory Board during the September 16, 2025 DEIB Commission meeting.
- 7.4. Consideration and possible action on the appointment of DEIB Commission Chair and possibly Co-Chair.
- 7.5. Consideration and possible action on approval of the July 8, 2025 meeting minutes.
- 7.6. Open discussion/items for the next meeting.

8. ADJOURNMENT

9. CERTIFICATION

I certify that this notice of the August 19, 2025 Hutto Diversity and Inclusion Commission meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on DATE before 5:00 P.M.



Kristi Barnes

The City of Hutto is committed to comply with the Americans Disability Act. The Hutto City Council Chamber is wheelchair accessible. Request for reasonable special accommodations must be made 48 hours prior to the meeting. Please email the City Secretary's office at City.Secretary@huttox.gov or call (512) 759-4033 for assistance.

AGENDA ITEM REPORT

7.1.



To: Diversity and Inclusion Commission
Subject: Welcome and introduction of new DEIB Commissioner, Nikki Williamson.
Meeting: Tuesday, August 19, 2025
Department: Community Services & Culture
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

7.2.



To: Diversity and Inclusion Commission
Subject: Update and discussion on the July 17, 2025 City Council worksession.
Meeting: Tuesday, August 19, 2025
Department: Community Services & Culture
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Hutto DEIB Commission for July 2025 working session presentation

DIVERSITY, EQUITY, INCLUSION & BELONGING

Implementation / Execution of DEIB Strategic Plan

For City Council Work-session July 17, 2025



City of Hutto – DEIB Commission History

2020 →

- The Diversity and Inclusion Commission established by the City Council

2024 →

- DEIB training session and discussion held with City Council
- Refocused Commission work to align with City of Hutto strategic plan
- Developed and updated a DEIB strategic plan
- DEIB strategic plan approved by City Council, including renaming to DEIB Commission

2025 →

- Two (2) vacant positions on the commission
- Increased visible presence at City Council meetings and budgeting meetings
- Developed partnerships with staff and external organizations
- Senior leadership training and inclusive recruiting training delivered
- Developing an implementation plan with metrics



Executive Summary – Adopted Plan

A strategic plan is a living ongoing document that will continue to evolve and change over time ... it is not static.

Four foundational concepts and principles:

1. The plan will continue to evolve and later include more specific actions
2. Must be fully supported and be integrated with Hutto's overall strategic plan
3. Upfront we must define what we mean by diversity, equity, inclusion and belonging
4. The plan must be wholistic and include both the external community and internal city practices & employees

Five initial priority areas:

1. Establishing an ongoing sustainable structure for the continuing DEIB work
2. Assuring full public engagement
3. Assuring DEIB engagement in city internal processes
4. DEIB focus on economic growth and empowerment
5. Continuing to grow a city-wide culture of community inclusion and belonging



We have now developed a proposed implementation plan with metrics for these five priority areas including a budget proposal



Initial Priority Area 1

(Presented in early 2025)

Establish an ongoing sustainable structure for the continued DEIB work

- Fill current open commission positions – DONE/Ongoing
- Rename as DEIB Commission – DONE/Ongoing
- Create an expanded working group to include:
 - Key city staff
 - Members of the business community
 - Education / ISD connection
 - Generational voices
- Continue to use surveys to measure overall citizen feelings
- Establish an ongoing system of annual review of progress



Initial Priority Area 1

(Proposed implementation elements)

Work Item	Responsible	Target Date
1-1 Establish a DEIB execution plan with metrics	DEIB Commission with consultant	July, 2025
1-2 Establish and train at least 3 focused working groups. Initial ones: <ul style="list-style-type: none"> • Veterans • Small Business • Senior Citizen 	Corina Zepeda along with DEIB Commission members facilitating the groups	Announce – July / Aug 2025 Kick off – Sept 2025
1-3 Have at least 1 DEIB Commission member attend each City Council meeting	All DEIB Commissioners	Ongoing
1-4 DEIB Forum with key city staff leaders and City Council interfaces to meet 2 times per year	DEIB Commission chair and vice chair to coordinate	January 2026 and July 2026
1-5 DEIB Commission to submit budget request	DEIB Commission chair to coordinate	July 2025



Initial Priority Area 1

(Proposed implementation elements)

Work Item	Responsible	Target Date
1-6 Hold a working session with the City Council	DEIB Chair to coordinate	July, 2025
1-7 Public presentation of DEIB plan and status at a City Council meeting	DEIB Chair	August / Sept 2025
1-8 Consider / Recommend additional focused working groups	DEIB Commission	TBD
1-9 Annual report from the DEIB Commission after reviewing progress of the initial 3 working groups	DEIB chair to coordinate	January, 2026
1-10 Propose an “ambassador program” as a way to keep former commission members and other interested citizens engaged	DEIB Commission chair	July, 2025



Initial Priority Area 2

Assure full public engagement in DEIB work

- Continue to use general citizen and resident surveys
 - Slice data by demographics
 - Publish results and action plans
- Hold focus groups with various diverse groups to add qualitative and experiential data
- Hold “listening posts”
- Consider establish some focused “advisory councils” (examples: senior citizens, veterans, small businesses)

It is critical that our city Communications Leader partner with us in this work

Frequent Communications is key!!



Initial Priority Area 2

(Proposed implementation elements)

Work Item	Responsible	Target Date
2-1 Hold 6 “listening posts” with current formally and informally established groups	DEIB Commission – 2 members at each session	Nov 2025 – August 2026
2-2 Leverage and utilize the next Hutto general citizen survey <ul style="list-style-type: none"> • Help increase participation • Review results to make adjustments to the DEIB plan 	DEIB Commission working with Kristi Barnes	From survey launch to 2 months after results are published
2-3 Have a written and committed to DEIB communications plan	Commission Chair with city Communications Leader	October, 2025
2-4 Continue with DEIB updates on the city of Hutto website per the communications plan	Commission Chair with city Communications Leader	Review progress twice per year (Feb., Aug.)



Initial Priority Area 3

Assure DEIB engagement in all internal city practices

Demographics and Global Economy	Recruiting / Onboarding: Bringing the very best employees
	Employee Engagement: Talent productivity, retention & development – Everyone works together, is welcomed and valued, performs their best and wants to stay
	Innovation and Product / Service Development: Diversity of Ideas – various ways to look at issues and to solve them, welcoming new ways of thinking
	Community Engagement: Social Responsibility & Agency Reputation
	Marketing / Sales / Client Service: Connecting to the diverse residents you serve

- Compelling DEIB business case (graphic on the left)
- City staff should be engaged in DEIB strategic work
- Every city leader should ask, “How does DEIB impact my function and work? Include:
 - Parks and Rec
 - Police
 - Public Works
 - Economic Development
 - Etc.



Initial Priority Area 3

(Proposed implementation elements)

Work Item	Responsible	Target Date
3-1 Have a City Manager report out what they are currently doing DEIB-wise and what they plan to add	Commission Chair to coordinate with City Manager	November, 2025
3-2 Continue to have city functional areas attend DEIB Commission meetings to discuss DEIB progress in their areas	Commission Chair to coordinate with Kristi Barnes to invite areas	Ongoing throughout year
3-3 Inclusive Recruiting Training held with Recruiting team and all hiring managers	Consultant Stan Kimer with Irene Talioaga	DONE in April and May, 2025

Statement from consultant after recruiting training: “I feel that the city of Hutto executes a solid and balanced approach to their recruiting efforts that provides equity and inclusion to all potential job applicants, and in no way violates any federal or state employment legislation.” - - *Stan Kimer, Total Engagement Consulting by Kimer, June 11, 2025*



Initial Priority Area 4

Providing a DEIB focus on economic growth and empowerment

- A welcoming and inclusive culture to attract businesses and talent
- A diverse and skilled workforce for businesses and organizations
- Excellent schools to attract families
- Assistance to underserved communities to start and grow businesses
- Hutto Chamber of Commerce engagement
- City supplier diversity program to assure fairness in city contracts



Initial Priority Area 4

(Proposed implementation elements)

Work Item	Responsible	Target Date
4-1 Initial planning meeting with Cheney Gamboa to discuss this priority area	DEIB Commission member Corina Zepeda with Cheney	October 2025
4-2 Establish a formal liaison between DEIB Commission and the Hutto Chamber of Commerce	DEIB Commission member Corina Zepeda	Aug / Sept, 2025
4-3 Help establish a supplier diversity program	TBD – Commission Liaison with Cheney and procurement leader	TBD
4-4 Feature Hutto small businesses on Hutto website	Commission chair with Comms Mgr	Start 4Q/2025
4-5 Hold workshops for small businesses (general education and “how to do business with Hutto”)	DEIB Commission with Cheney and Procurement	TBD dependent on bandwidth
4-6 Revisit how to leverage “Open for All”	Eric Bell & Cory Denena	Oct – Nov 2025
4-7 Consider a youth entrepreneur program	TBD	TBD



Initial Priority Area 5

Continue to grow a culture of community inclusion and belonging

All diverse Hutto residents included in a positive way

Celebrate the positives of diversity

- Hippo Day
- Holidays in Hutto
- Various Monthly Proclamations
- Etc !!



Happy Holidays, Hutto!



Featured Events



Adult Book Club

June 27, 2024

[Event Details](#)



Senior Bingo

July 8, 2024

[Event Details](#)

Initial Priority Area 5

(Proposed implementation elements)

Work Item	Responsible	Target Date
5-1 Invite citizen groups to attend the annual presentation of the DEIB plan to City Council	All Commission Members	Sept 2025
5-2 Continue with the DEIB-focused proclamations throughout the year <ul style="list-style-type: none"> • Add a “feedback link” on website 	All Commission Members	Ongoing
5-3 Review internet resources for residents page for completeness and ease of use	All Commission Members with Comms Mgr & Kristi Barnes	Oct 2025
5-4 Review existing resource guides to determine what future work needs to be done.	All Commission Members with Comms Mgr & Kristi Barnes	Start initial work 4Q/2025
5-5 Re-igniting the “You Belong in Hutto” campaign and theme	DEIB Commission with Kristi Barnes and Comms Mgr	Sept / Oct 2025



2025 – 2026 DEIB Commission Budget Request

Aligned Plan Item	Proposed Service / Work Item	Amount
All Items - General	<ul style="list-style-type: none"> 15 hours of general consulting services to drive and modify plan Travel expenses for up to 3 trips for consultant Updated 3-hour DEIB introduction and training for new City Council 	\$ 3,000 \$ 2,400 \$ 1,200
1-2 Citizen Working Groups	Training for working groups and ambassadors	\$ 1,750
2-1 Citizen Listening Posts	Creation of a script with how to run and document the listening posts along with questions to pose	\$ 1,000
3 Internal City Practices	Development and delivery of 3-4 one-hour in depth DEIB training sessions for all employees and manager	\$ 4,500
5-4 Resource Guide	Initial work starting the resource guide – scoping work and collecting requirements from working groups and listening posts	\$ 1,500
5-5 “You Belong in Hutto”	Banners / Posters / Giveaways	\$ 1,500

Total Budget Request: \$17,050



Diversity is a fact; **Equity** is a choice; **Inclusion** is an action; **Belonging** is an outcome



Commission Renaming Recommendation

“You Belong in Hutto!”

HUTTOVISION

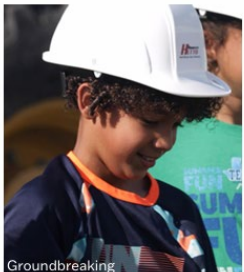
HUTTO IS A SUSTAINABLE, INNOVATIVE, & WELL-MANAGED CITY THAT HONORS ITS HISTORY & CULTURE TO ATTRACT QUALITY BUSINESSES, VISITORS, & NEW RESIDENTS.

IT CULTIVATES AN ATMOSPHERE OF INCLUSION & CONNECTION, OFFERING COMMUNITY ACTIVITY & ENTERTAINMENT OPTIONS THAT STRENGTHEN ITS QUALITY OF LIFE, & ATTRACTS & RETAINS PEOPLE FROM ALL WALKS OF LIFE.

HUTTO FOCUSES ON ITS SMALL-TOWN FEEL & UPHOLDS “THE HIPPO WAY.”



Hippo Loose in Hutto Premiere



Groundbreaking



Hippo Loose in Hutto Premiere

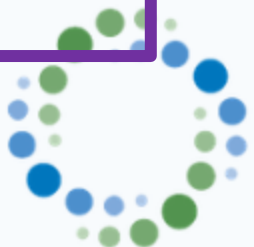


Holidays in Hutto

We recommend renaming the DEIB Commission to the “You Belong in Hutto” Commission

Rationale:

- Sends the strong message that **everyone** is a valued part of Hutto’s diversity mix
- Assures that DEIB work continues with a very positive message
- Helps to attract new and diverse businesses and residents
- Makes it more difficult for DEIB detractors to attack this work





QUESTIONS



AGENDA ITEM REPORT

7.3.



To: Diversity and Inclusion Commission
Subject: Discussion and possible action on hosting a joint work session with the Library Advisory Board during the September 16, 2025 DEIB Commission meeting.
Meeting: Tuesday, August 19, 2025
Department: Community Services & Culture
Staff Contact:

BACKGROUND INFORMATION:

- How can we help each other?
- How can LAB support DEIB's new work groups?
- Inclusion days/nights for community members with intellectual disabilities
- Proclamation calendar and ways to support
- Propose 2 annual Boards & Commission days with the second meeting being specifically for collaboration among B & C's

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

7.4.



To: Diversity and Inclusion Commission
Subject: Consideration and possible action on the appointment of DEIB Commission Chair and possibly Co-Chair.
Meeting: Tuesday, August 19, 2025
Department: Community Services & Culture
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

7.5.



To: Diversity and Inclusion Commission
Subject: Consideration and possible action on approval of the July 8, 2025 meeting minutes.
Meeting: Tuesday, August 19, 2025
Department: Community Services & Culture
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. DEIB July 8, 2025_Meeting Minutes



City of Hutto

Agenda

Diversity, Equity, Inclusion & Belonging Commission Tuesday, July 8, 2025 at 6:00 PM Executive Conference Room

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1. CALL SESSION TO ORDER: 6:03 pm

2. ROLL CALL

Zepeda: Present

Denena: Present

Coleman: Present

Lewis: Absent

Bell: Absent

Councilmembers: Dan Thornton

Staff Present: Kristi Barnes

Guest: Stan Kimer, Consultant

3. PUBLIC COMMENT N/A

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4. GENERAL COMMENTS FROM CITY STAFF

4.1. Announcement on commission vacancies.

Commissioner Suzanne Caulfield has resigned from the commission.

5. GENERAL COMMENTS FROM CITY COUNCIL REPRESENTATIVES

Councilmember Thornton stated that there are 3 applications so hopefully the commission can fill the 2 vacancies.

6. GENERAL COMMENTS FROM COMMISSION MEMBERS

Zepeda asked how to track open boards/commission vacancies to Councilmember Thornton. Will check on if applications process has changed. Commissioner Coleman updated the commission on attending the Juneteenth event.

7. OTHER BUSINESS

7.1. Discussion and possible action in preparation for the July 17, 2025 Work-session to City Council.

Discussion ensued.

7.2. Discussion and possible action as it pertains to Working Groups and Ambassadors.
Action: To share information with Communications Department (link to "interest form" for the working group) beginning after the August 19, 2025 meeting.

7.3. Discussion and possible action on due dates as it pertains to the Strategic Execution Plan.

Updated as discussed. Commissioner Denena requested a running list from one form. Commissioner Zepeda will share the Google Doc link so all members may update status.

7.4. Discussion and possible action on proclamations for July-September 2025, to include National Disability Independence Day-July 26 (Bell), Senior Citizens Day-August 21, Hunger Action Month-September, and Hispanic Heritage Month (Zepeda).

National Disability Independence Day (Bell): Approved

Senior Citizens Day (Coleman)

Hunger Action Month (former commissioner Caulfield)

Hispanic Heritage Month (Zepeda)

7.5. Discussion and possible action on the approval of the June 17, 2025 meeting minutes.

Motion Commissioner Denena: Second, Coleman: Passes 3-0

7.6. Open Discussion for next agenda items (August 19, 2025).

-Discussion and possible action on DEIB Commission giving a public presentation during the September 18, 2025 City Council meeting.

-Debrief from work session.

September 16, 2025 joint meeting with LAB (first hour).

8. ADJOURNMENT: 7:40 pm

9. CERTIFICATION

I certify that this notice of the July 8, 2025 Hutto Diversity and Inclusion Commission meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on DATE before 5:00 P.M.



Kristi Barnes

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48 hours prior to the meeting. Please email the City Secretary's office at City.Secretary@huttox.gov or call (512) 759-4033 for assistance.

AGENDA ITEM REPORT

7.6.



To: Diversity and Inclusion Commission
Subject: Open discussion/items for the next meeting.
Meeting: Tuesday, August 19, 2025
Department: Community Services & Culture
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None