City of Hutto

Minutes

City Council Meeting

Thursday, October 16 at 7:00 PM

City Council Chambers – 500 W. Live Oak Street

1. **CALL SESSION TO ORDER – 7:00 PM**

2. **ROLL CALL**

   Members of Council present: Mayor Snyder, Mayor Pro Tem Thornton, Councilmember Thompson, Councilmember Morris, Councilmember Gordon and Councilmember King

   Absent: Councilmember Porterfield

   Staff members present: James Earp, City Manager; Matt Wojnowski, Assistant City Manager; Dottie Palumbo, Legal Counsel; Alberta Barrett, Finance Director; Christina Bishop, Assistant Finance Director; John Byrum, Planning Manager; Rick Coronado, Public Works Director; Abby Fenton, Communications Manager; Cheney Gamboa, Director of Economic Development; Laura Hallmark, City Secretary; Sabrina Manning, Purchasing Officer; Kate Moriarty, Assistant to City Manager; Matt Rector, City Engineer; Jeff White, Parks and Recreation Director; Jeffrey Yarbrough, Police Chief

3. **INVOCATION** – Elder Jon-Patrick Wane, Church of Jesus Christ of Latter-Day Saints

4. **PLEDGE OF ALLEGIANCE**

5. **PROCLAMATIONS**

   5.1 National Taxpayer Day - October 28th (Mayor Snyder) – *Mayor Snyder presented the proclamation.*

   5.2 National Friends of the Library Week (October 19-25) – *the proclamation was received by members of the Hutto Public Library Friends.*

   5.3 Diwali (DEIB Commission) – *the proclamation was received by a member of the Diversity, Equity, Inclusion & Belonging Commission.*

   5.4 Domestic Violence Awareness Month (HPD) – *the proclamation was received by Khila Coleman – Senior Victim Assistance Coordinator and members of the Hutto Police Department.*

6. CITY MANAGER COMMENTS

James Earp, City Manager, reminded the public to click on the QR code to view any and all events that are upcoming this month.

7. PUBLIC COMMENT

Tammy Quinn

8. BOARDS AND COMMISSIONS

8.1. Consideration and possible action regarding possible appointments, re-appointments and/or removals to City Boards, Commissions, Task Forces, Economic Development Corporations, Local Government Corporations and Tax Increment Reinvestment Zone Boards, and Area Government appointments.

Councilmember Morris encouraged application for Zoning Board of Adjustment. There was no action for this item.

8.2. Consideration and possible action regarding recommendations or updates from City Council sub-committees (i.e. HISD, CIP, UDC, Public Safety, Co-Op).

HISD – discussion at meeting regarding bus barn location and possible requested changes to the UDC; CIP – this process is complete; UDC – more information provided this evening and review by committee is complete; Public Safety – awaiting revisions from consultant regarding estimates based on population; Co-Op – nothing new to report; ESD#3 – nothing to report.

9. PRESENTATIONS

9.1. Presentation, discussion, and possible action related to the plan of finance by Hilltop Securities for issuance of Series 2026 Certificates of Obligation and Series 2026 General Obligation Bonds for the Justice Center Design and Wastewater Projects. (Alberta Barrett)

Alberta Barrett, Finance Director, and Andre Ayala with Hilltop Securities presented the information for this item.

9.2 Presentation and discussion on the September 2025 financial report (Alberta Barrett)

Ms. Barrett presented the information for this item and provided clarification of fund balance and balance sheets.

10. CONSENT AGENDA ITEMS

10.1 Consideration and possible action on Resolution No. R-2025-302 authorizing the City Manager to reimburse Meritage for the construction of upgrades to the Glenwood Lift Station in the amount of $578,368.50. (Matt Rector)

10.2 Consideration and possible action on Resolution No. R-2025-303 authorizing the city manager to execute Construction and Escrow Agreement with Meritage for Sidewalk Improvements at Cross Creek and CR 199. (Matt Rector)

10.3 Consideration and possible action on Resolution No. R-2025-304 authorizing the City Manager to execute Escrow agreements for public improvements. (Legal)

10.4 Consideration and possible action on Resolution No. R-2025-305 to award the Pickleball Court Project to MTL Construction in the amount of $396,275.89 and authorizing the City Manager to execute the construction contract with MTL Construction (CIP Project P18-2024). (Matt Rector)

10.5 Consideration and possible action on Resolution No. R-2025-306 authorizing the City Manager to execute a task order with Braun Intertec Corporation in the amount of $17,382 for construction materials observation and testing services related to the Pickleball Court project (CIP P18-2024). (Matt Rector)

10.6 Consideration and possible action on Resolution No. R-2025-307 authorizing the City Manager to execute a Deductive change order with JM Pipeline in the amount of $23,660 related to the construction of the Megasite Wastewater Pipeline Improvements Project (CIP WW-07- 2023). (Matt Rector)

10.7 Consideration and possible action on Resolution No. R-2025-308 of the City of Hutto, Texas, authorizing the City Manager to execute Change Order No. 7 with Joe Bland Construction, LLC. in the amount of $10,172.31 related to the FM 1660 and Limmer Loop construction project. (CIP T-03-2023). (Matt Rector)

10.8 Consideration and possible action on Resolution No. R-2025-309 authorizing the City Manager to execute a change order with Willdan Financial Services providing for a wholesale water and wastewater rates and charges fee analysis. (Alberta Barrett)

10.9 Consideration and possible action on Resolution No. R-2025-310 accepting the private infrastructure improvements for the subdivision known as The Villages of Hutto Station. (Matt Rector)

10.10 Consideration and possible action on Ordinance No. O-2025-045 directing the exchange of certain land within the Co-Op District Tax Increment Reinvestment Zone. (Matt Rector)

10.11 Consideration and possible action on Resolution No. R-2025-311 approving the annual Investment Policy for the City of Hutto. (Alberta Barrett)

10.12 Consideration and possible action on Ordinance No. O-2025-046 approving the purchasing policy for the City of Hutto. (Alberta Barrett)

10.14 Consideration and possible action on Ordinance No. O-2025-047 correcting Ordinance No. O-2024-039 to reflect Council action amending the official zoning map of the City of Hutto for 389.542 acres of land known as the Stromberg Planned Unit Development (PUD). (Legal)

10.15 Consideration and possible action on approving the following City Council meeting minutes: October 2, 2026 Joint Meeting City Council and HEDC and October 2, 2025 Regular Meeting. (Laura Hallmark)

Motion by Councilmember Gordon, second by Councilmember Morris, to approve the items submitted on the Consent Agenda as noted above. Motion passed 6:0.

The following item was pulled from the Consent Agenda for individual consideration:

10.13 Consideration and possible action on Resolution No. R-2025-312 approving the updated changes to the City Council Protocol Policy. (City Council)

Councilmember Gordon clarified intent and suggested changes.

Motion by Councilmember Gordon, second by Councilmember Morris, to make the following changes and bring back for consideration on the next Consent Agenda:

1.f).1) add "HEDC, LGC Boards, TIRZ Boards or a Task Force, unless prohibited by law."
1.f).5) remove "a drop box" and insert "NeoGov"
1.f).6) remove "along with Chair"

Motion passed 6:0.

11. RESOLUTIONS

11.1 Consideration and possible action on Resolution No. R-2025-313 Approval of a Memorandum of Understanding between the City of Hutto Police Department and Williamson County Emergency Services District No. 3 for EMT-B Credentialing and Joint Medical Response. (Chief Jeffrey Yarbrough)

Jeffrey Yarbrough – Police Chief and Rob Bocanegra – Assistant Fire Chief, presented information for this item.

Motion by Mayor Snyder, second by Councilmember King, to approve the item as presented. Motion passed 6:0.

12. OTHER BUSINESS

12.1. Consideration and possible action conveying City Council's direction to staff to implement Intersection Control Evaluations (ICE) for all intersections as implemented by the Federal Highway Administration (FHWA) and Texas Department of Transportation (TxDOT). (Matt Rector)

Mr. Rector presented information for this item.

Motion by Mayor Snyder, second by Councilmember Gordon, to direct staff to set up ICE standards for intersections in Hutto. Motion passed 6:0.

12.2 Consideration and possible action on the Revised Draft of the Unified Development Code (UDC) and Engineering Design Manual (EDM) (Matt Rector)

There being no objections, this item will be postponed to allow further review.

12.3 Presentation, discussion and possible action pertaining to the pros and cons as well as the design and function of roundabouts. (Matt Rector)

Mr. Rector introduced Matthew Barland with TxDOT and Mark Lenters with Kimley Horn, who presented the information for this item.

12.4 Consideration and possible action on City Council's preference to have the Hutto Economic Development Corporation (HEDC) consider taking over the execution of certain Capital Improvement Program (CIP) projects. (Matt Rector)

Mr. Rector reviewed possible projects. Cheney Gamboa, Director of Economic Development, provided additional information.

Motion by Mayor Snyder, second by Mayor Pro Tem Thornton, that all four proposed projects be sent to HEDC for agreements.

Council discussion regarding process and involvement of various staff members. The motion was revised as follows: direct staff to create a process for the four recommended projects and bring it back to Council. Motion passed 6:0.

12.5 Discussion and Possible Action Regarding Inclusion of Employee Demographic Data in the City's Online Posting of Organizational Chart. (Councilmember King)

Councilmember King outlined reasoning behind agenda item request. Mr. Earp provided additional information.

Motion by Councilmember Thompson, second by Councilmember Gordon. To not approve changes to the demographic information posting.

Councilmember Gordon offered a friendly amendment to remove the requirement to add sex and race from the organizational chart. This amendment was accepted.

Councilmember Gordon offered an additional friendly amendment that ethnicity also be added. This was also accepted.

Motion to amend by Mayor Pro Tem Thornton, second by Mayor Snyder, to be aggregate data versus by specific position. Motion passed 4:2 (Gordon, Thompson).

Motion, as amended, passed 4:2 (Thompson, Gordon).

12.6 Consideration and possible action regarding a resolution in support of Hutto ISD Bus Barn on Highway 685. (Mayor Snyder)

Mayor Snyder provided clarification that there was no support for this location.

Motion by Mayor Snyder, second by Mayor Pro Tem Thornton, to direct staff to bring back a resolution stating the City does not support the bus barn on Hwy 685. Motion passed 4:2 (Gordon, Thompson).

13. EXECUTIVE SESSION

13.1 Pursuant to Texas Government Code Sec. 551.071, (Consultation with Attorney), to deliberate and seek legal advice regarding the following legal matters: a) Ground Water Reservation Agreement with Export Permit for EPCOR NR Holdings, Inc.; b) the Williamson County Emergency Services District No. 3 Interlocal Agreements for the Allocation of Sales Tax Revenue with the City of Hutto, including any area annexed by the City of Hutto within the Williamson County Emergency Services District No. 3; c) the annexation of land into South Fork Ranch MUD pursuant to the Development Agreement between the City of Hutto, Texas and Hutto 525 Development Partners LP, dated June 3, 2021; d) the First Amended and Restated Development and Consent Agreement between the City of Hutto, Texas and Lakeside Municipal Utility District No. 9; e) the First Amended Annexation and Development Agreement between the City of Hutto, Texas and 2120 Hutto, LLC, also known as the Allora Project by Maple Multi-Family, LLC; f) the agreement with Burditt Consultants, LLC for professional services related to Proposition C Bond Park projects for Fritz Park approved by Resolution No. R-2019-02-07-10B, approved on February 7, 2019; g) Complaints or claims related to the Construction Contract between Elecnor Belco Electric, Inc. and the City of Hutto approved March 27, 2025.

13.2 Pursuant to Texas Government Code Section 551.071 (Consultation with Attorney) and Section 551.072 (Real Estate), Deliberation and consideration of possible action on a Resolution authorizing the acquisition of real property interests as part of the CR 137 Project (CIP T05-2023): Breckenridge SFR Hutto LLC (Parcel 3).

13.3 Pursuant to Texas Government Code Section 551.071 (Consultation with Attorney) and Section 551.072 (Real Estate), Deliberation and consideration of possible action on a Resolution authorizing the acquisition of real property interests as part of the Limmer Loop Project (CIP T47-2025): Titan Innovation Business Park II (Parcel R020956).

13.4 Pursuant to Texas Government Code section 551.071 (Attorney Consultation) and section 551.072 (Real Estate), to deliberate and seek legal advice regarding acquisition of real property interests as part of the Southeast Loop Wastewater Interceptor Project (CIP WW10-2023): a) 3349 Business Holdings, LLC (Parcels 11-13).

13.5 Receive legal advice pursuant to Texas Government Code Section 551.071 (Consultation with Attorney) and deliberations pursuant to Texas Government Code Sections 551.072, (Real Property); 551.087 (Economic Development Negotiations) related to pending economic development projects being considered by the Hutto Economic Development Corporation or the City of Hutto, including but not limited to: (a) Project Core; (b) Project Harvest; (c) Project Orchard; (d) Project Lake; (e) Project Chicken Duo; (f) Project NQ2; (g) Project Football; (h) Project Air; (i) Project Cottonwood; (j) Project Amp; (k) Project Libro; (l) Project Sequel; (m) Project Blue Bird; (n) Megasite Project; and (o) Project 2007.

In Executive Session at 10:17 PM. Out at 10:18 PM.

These items were taken out of order:

14.1 Consideration and possible action related to Executive Session agenda items, listed above.

Item 13.1.d: Motion by Mayor Snyder, second by Councilmember Gordon, to approve Resolution No. R-2025-314 as presented. Motion passed 6:0.

Item 13.1.c: Motion by Mayor Snyder, second by Councilmember King, to approve Resolution No. R-2025-301 as presented. Motion passed 6:0.

14.2 Consideration and possible action on a Resolution authorizing the acquisition of real property interests as part of the CR 137 Project (CIP T05-2023): Breckenridge SFR Hutto LLLC (Parcel 3).

Motion by Mayor Pro Tem Thornton, second by Councilmember Morris, to approve Resolution No. R-2025-316 as presented. Motion passed 6:0.

14.3 Consideration and possible action on a Resolution authorizing the acquisition of real property interests as part of the Limmer Loop Project (CIP T47-2025): Titan Innovation Business Park II (Parcel R020956).

Motion by Councilmember Morris, second by Mayor Pro Tem Thornton, to approve Resolution No. R-2025-315 as presented. Motion passed 6:0.

In Executive Session at 10:24 PM. Out at 12:26 AM, with the exception of items 13.1.c, 13.1.d, 13.1.e (postponed), 13.2 and 13.3.

14. ACTION RELATIVE TO EXECUTIVE SESSION

14.1 Consideration and possible action related to Executive Session agenda items, listed above.

Item 13.1.b: Motion by Councilmember Morris, second by Mayor Pro Tem Thornton, authorize the City Attorney to provide the City Council minutes dated April 20, 2017 and annexation ordinances for Titan Properties to the ESD #3 attorney ILA sales tax sharing agreement Exhibit A. Motion passed 6:0.

Item 13.1.f: Motion by Mayor Pro Tem Thornton, second by Mayor Snyder to terminate contract for convenience. Motion passed 6:0.

Item 13.1.g: Motion by Mayor Snyder, second by Mayor Pro Tem Thornton, to install a sign that lists the contractors name, date bid, the date the project is supposed to be completed by and a phone number for complaints and claims listed there; also direct staff to bring back a policy with those items to start being included in all future CIP contracts.

14.4 Consideration and possible action on Resolution No. R-2025-XXX authorizing the acquisition of real property interests as part of the Southeast Loop Wastewater Interceptor Project (CIP WW10-2023): a) 3349 Business Holdings, LLC (Parcels 11-13).

Motion by Mayor Pro Tem Thornton, second by Councilmember Morris, to authorize the City Manager to negotiate and execute a temporary construction easement as discussed in Executive Session. Motion passed 6:0.

15. CITY COUNCIL COMMENTS

15.1 General Comments from City Council

There were no comments.

15.2 Future Agenda Items

Snyder – sign policy for contractors of CIP projects. (November 20th)

16. ADJOURNMENT – 12:34 AM

Mike Snyder, Mayor

ATTEST:

Laura Hallmark, City Secretary