



# City of Hutto

## Minutes

### City Council Meeting

Thursday, January 8, 2026 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, Councilmember Porterfield and Councilmember King*

**STAFF:**

*Staff members present: James Earp, City Manager; Matt Wojnowski, Assistant City Manager; Dottie Palumbo, Legal Counsel; David Amsler, Executive Director of Strategic Operations; Alberta Barrett, Finance Director; Sara Cervantes, Executive Director of Community Services; Rick Coronado, Public Works Director; Patricia Davis, CIP Engineer; Abby Fenton, Communications Manager; Cheney Gamboa, Director of Economic Development; Laura Hallmark, City Secretary; Kelly Isham, Deputy Director of Emergency Management; Kate Moriarty, Executive Director of Administrative Services; Matt Rector, Executive Director of Development & Infrastructure; Jeffrey Yarbrough, Police Chief*

**3. INVOCATION – Elder Camden Shirley, The Church of Jesus Christ of Latter-Day Saints**

**4. PLEDGE OF ALLEGIANCE**

**5. PROCLAMATIONS**

5.1 World Braille Day (DEIB Commission) – *members of the DEIB Commission and Alicia Topolnycky with Texas State Library and Archives Commission, representing the Talking Book Program, received the proclamation.*

5.2 Martin Luther King, Jr. Day (DEIB Commission) – *members of the DEIB Commission received the proclamation.*

**6. CITY MANAGER COMMENTS**

*James Earp, City Manager, made the following announcements:*

***New Hires***

*Lance Zeplin – Welcome Lance Zeplin to his new role as Street & Drainage Superintendent. With a background in Street & Drainage, Lance brings 34 years of relevant experience to the City of Hutto team. Lance is excited to contribute to the team by sharing his knowledge and skill set with the Street & drainage team.*

*George Gonzales – Welcome George Gonzales to his new role as a Street & Drainage Technician I. Previously, George worked in CDL trucking and has a background in construction. Currently residing in the great City of Hutto, George enjoys fishing on his boat in his spare time.*

*Dana Phillips – Welcome Dana Phillips to her new role as CIP Project Manager. Dana brings a wealth of experience from her time as a federal employee, along with a strong background in Mechanical Engineering Technology. Dana is passionate about supporting the City of Hutto's growth into a thriving community that meets its expanding infrastructure needs while preserving Hutto's unique charm and culture.*

*Phillip Watts – Welcome Phillip Watts to his new role as Parks Maintenance Tech. Previously, Phillip Watts worked in Travis County and has a background in the Service Industry. Currently residing in Pflugerville, Phillip enjoys fishing in his free time.*

*Kelly Isham – Welcome Kelly Isham to his new role as Deputy Director of Emergency Management. Most recently, Kelly worked for the City of Austin's Public Library System as their Emergency Manager and previously worked as an Emergency Management Specialist and Paramedic. An interesting fact to note about him is that he is from Alaska and once fought a house fire when it was –34 degrees F.*

*Marissa Montoya – Welcome Marissa Montoya to her new role as Right-of-Way Management Specialist. Previously, Marissa worked at an Engineering firm as a Senior Right-of-Way Agent, and previously at Texas Department of Transportation as a Right-of-Way Agent and Contract Specialist. Marissa enjoys traveling, reading, and watching shows in her free time.*

## **7. PUBLIC COMMENT**

*There were no speakers.*

*The following item was taken out of order:*

- 10.1 Consideration and possible action on appointing a person to fill the unexpired term of Place 1 City Council Member for the City of Hutto, Texas. (City Council)

*The following speakers addressed this item: Amberley Kolar, Musa Fury, Robert Roseberry.*

*Councilmember Porterfield nominated Charles Warner. Councilmember King also nominated Charles Warner. Councilmember Gordon Nominated Amberley Kolar.*

*Mayor Snyder polled each member for their nominations as follows:*

*Mayor Pro Tem Thornton – Charles Warner*

*Councilmember Morris – Charles Warner*

*Mayor Snyder – Charles Warner*

*Councilmember Gordon – Amberley Kolar*

*Councilmember Porterfield – Charles Warner*

*Councilmember King – Charles Warner*

*Motion by Councilmember Porterfield, second by Councilmember Morris, to appoint Charles Warner to fill the unexpired term for Councilmember Place 1. Motion passed 6:0.*

## **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.

*Motion by Councilmember Gordon, second by Councilmember Morris, to remove Maria Suarez and Sharon Dyer from the 150<sup>th</sup> Anniversary Committee and appoint Tatum Estes and Christine Benson in their place. Motion passed 6:0.*

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

*HISD – Mayor Snyder reported a meeting to review the Interlocal Agreement with HISD, school buses traveling through the Enclave neighborhood to avoid traffic.*

*It was the consensus of Council to add Councilmember King to the Co-Op committee to replace Brian Thompson.*

## **9. CONSENT AGENDA ITEMS**

- 9.1. Consideration and possible action on Resolution No. R-2026-001 to award the Legends of Hutto Drainage Channel Project to Liberty Civil Construction in the amount of \$3,412,096.80 and authorizing the City Manager to execute the construction contract with Liberty Civil Construction (CIP Project D01-2024). (Matt Rector)
- 9.2. Consideration and possible action on Resolution No. R-2026-002 authorizing the City Manager to execute a task order with Arias in the amount of \$48,650 for construction materials testing related to the Legends of Hutto Drainage Channels (CIP D-01). (Matt Rector)

- 9.3 Consideration and possible action on Resolution No. R-2026-003 authorizing the City Manager to execute a Job Order with National Works in the amount of \$326,346 for the Rehabilitation of the Enclave Lift Station funded from the Public Works Operations and Maintenance budget. (Rick Coronado)
- 9.4 Consideration and possible action on Resolution No. R-2026-004 authorizing the City Manager to execute a general service agreement with PVS in the amount of \$113,040 for the purchase and delivery of sodium hypochlorite solution for drinking water treatment chemicals. (Rick Coronado)
- 9.5 Consideration and possible action on Resolution No. R-2026-005 authorizing additional professional design services for the Exchange Boulevard Intersection Project in the amount of \$65,000 for amendment No. 1 Individual Project Order (IPO) 2024 with K. Friese and Associates (Capital Improvement Project T15-2024). (Matt Rector)
- 9.7 Consideration and possible action on Resolution No. R-2026-007 accepting the infrastructure improvements for the Hutto Megasite Wastewater Pipeline, Capital Improvement Project (CIP-WW07-2023) as public infrastructure. (Matt Rector)
- 9.8 Consideration and possible action on Resolution No. R-2026-008 accepting the infrastructure improvements for the Hutto Wastewater Megasite Lift Station, Capital Improvement Project (CIP-WW07-2023) as public infrastructure. (Matt Rector)
- 9.9 Consideration and possible action on Resolution No. R-2026-009 approving the Professional Services Agreement by and between the City of Hutto and the Lakeside Municipal Utility District No. 9. (Sara Cervantes)
- 9.10 Consideration and possible action on Resolution No. R-2026-010 approving a revised version of the Hutto Megasite Tax Increment Reinvestment Zone Project and Financing Plan (TIRZ #3). (Alberta Barrett)
- 9.12 Consideration and possible action on Resolution No. R-2026-011 designating the *Taylor Press* as the official newspaper of record for all official City publications. (Laura Hallmark)
- 9.13 Consideration and possible action on approving the following City Council meeting minutes: December 18, 2025 Work Session and December 18, 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 items were pulled for individual consideration:*

- 9.6 Consideration and possible action on Resolution No. R-2026-006 accepting the infrastructure improvements for the FM 1660 and Limmer Loop, Capital Improvement Project (CIP-T03-2023) as public infrastructure. (Matt Rector)

*Patricia Davis, CIP Engineer, provided information for this item.*

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

- 9.11 Consideration and possible action on Ordinance No. O-2026-001 amending the budget for FY 2026. (Alberta Barrett)

*Alberta Barrett, Finance Director, and Mr. Earp provided information for this item.*

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

## **10. OTHER BUSINESS**

- 10.2 Discussion and possible action on City Council Place 5 regarding compliance with Resolution R-2023-022 and Section 3.02 of the Hutto City Charter; declaring Council Place 5 per Section 3.06(a) and 3.06(b)(1) of the Hutto City Charter vacant for failure of Council Member for Place 5 to meet the qualifications of office; and if necessary, removal from Office and Boards and Commissions. (Councilmember Porterfield)

*Councilmember Porterfield explained he had moved and provided the necessary information to City staff and legal counsel to declare his domicile.*

*Motion by Mayor Snyder, second by Councilmember Morris, to accept the declaration of domicile by Councilmember Porterfield. Motion passed 6:0.*

*There was no action taken for the removal of Councilmember Place 5.*

- 10.3 Presentation and update on the Justice Center Facility (CIP F02-2024) Planning and Programming Update. (Matt Rector)

*Ms. Davis and Denny Boles, with Brinkley Sargent Wiginton Architects, presented the information for this item.*

*Council discussion regarding two-story option and phasing for dispatch center. It was the consensus of Council to review Option 2A as a two-story building, further discussion regarding Construction Manager at Risk (CMAR) option and having renderings readily available for the public prior to any bond election in November 2026.*

- 10.4 Discussion and possible action regarding Employee HR Handbook, including but not limited to full time employee time card recording. (Mayor Snyder)

*Mayor Snyder provided information for this item. Council discussion regarding self-reporting and have the City Manager determine process; perceptions of diminished response times or staff not in office; reporting as a management tool to assist where needed or availability for more responsibility; compensatory time for exempt employees, for which Mr. Earp provided information.*

*Motion by Mayor Snyder, second by Councilmember Porterfield, to direct staff to bring back changes to the employee handbook that would require all employees to report the time in and time out on their time cards. Motion passed 5:1 (Gordon).*

## **11. EXECUTIVE SESSION**

- 11.1 Receive legal advice pursuant to Texas Government Code Sec. 551.071, (Consultation with Attorney), to deliberate and seek legal advice regarding: a) the proposed amendment to the Schmidt's Creek Planned Unit Development and related extension of Live Oak St.; b) Interlocal Agreements for the allocation of sales tax revenue between the Williamson County Emergency Services District #3 and the City of Hutto, Texas; c) Foreign Trade Zone application for Hanaro One Way, Inc. and request for a no-objection letter; and d) the proposed Development Agreement by and between the City of Hutto and Cerco Development, Inc. for the project known as Endeavor Hutto Retail.
- 11.2 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 Lake; (c) Project Cottonwood ; (d) Project Sequel; (e) Project Air; (f) the acquisition of water and/or wastewater easements relating to Lot 1, Block A of Hanson's Corner Addition Subdivision.

- 11.3 Pursuant to Texas Government Code section 551.071 (Attorney Consultation) and section 551.072 (Real Estate) to deliberate and seek legal advice regarding: a) the acquisition of real property interests as part of the CR 132 Realignment project (CIP T41-2025) including a resolution authorizing the acquisition, including by use of eminent domain, if necessary: Estates of Hutto, LLC (Parcel 2).

*In Executive Session at 8:59 PM. Out at 10:14 PM.*

## **12. ACTION RELATIVE TO EXECUTIVE SESSION**

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

*There was no action for this item.*

- 12.2 Consideration and possible action to approve a No-objection Letter for the Foreign Trade Zone application for Hanaro One Way, Inc. and authorize the Mayor to sign the letter.

*Motion by Mayor Snyder, second by Councilmember Porterfield, to deny the letter of no objection. Motion passed 6:0.*

- 12.3 Consideration and possible action on Resolution No. R-2026-012 authorizing the acquisition, including by use of eminent domain, if necessary, of real property interests as part of the CR 132 Realignment project (CIP T41-2025): a) Estates of Hutto, LLC (Parcel 2).

*Motion by Councilmember Gordon, second by Councilmember Morris, to approve the item as presented. Motion passed 6:0.*

## **13. CITY COUNCIL COMMENTS**

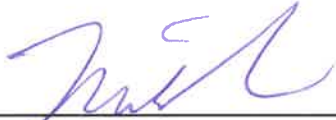
- 13.1 General Comments from City Council

*Mayor Snyder announced the number of proclamations will be limited to the City Council meetings, but alternative ways of presentation will be made available. This is in an effort to have meetings ending by PM by the end of the year.*


- 13.2 Future Agenda Items

*Morris: ADA update; groundwater update; UDC process.*

14. ADJOURNMENT – 10:22 PM

  
\_\_\_\_\_  
Mike Snyder, Mayor

ATTEST:

  
\_\_\_\_\_  
Laura Hallmark, City Secretary

