



City of Hutto

Agenda

**Parks Foundation Meeting
Wednesday, December 9, 2020 at 7:00 PM
City Council Chambers**

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 www.huttotx.gov

Page

1. CALL MEETING 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.

[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. PUBLIC HEARINGS

5. AGENDA ITEMS

5.1. Consideration and possible action on the minutes from the Park Foundation Meeting held on November 18, 2020

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[Parks Foundation - 18 Nov 2020 - Minutes 458](#)

5.2. General Discussion and Possible Action on possible applications and appointments to the Foundation Board.

5.3. General Discussion and Possible Action of Authorizing Payment of Incorporation Expenses.

5.4. Consideration and Possible Action on a contract for legal services with the Bojorquez Law Firm to provide legal services to the Board.

5.5. Consideration and Possible Action on creation of logo, slogan, letterhead, and branding items, development of website, creation of application forms to serve on Board, and other items necessary to become operational.

5.6. Update from Treasurer on financial tasks from Initial Meeting.

6. SUGGESTIONS FOR FUTURE AGENDA ITEMS

7. ADJOURNMENT

8. CERTIFICATION

I certify that this notice of the December 9, 2020 Parks Foundation meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on December 4, 2020 at 12:00 P.M.




Angel Kavanaugh, Management Assistant

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.

Hutto Park Foundation

Minutes

Wednesday, November 18, 2020 at 7:00 PM

Hutto City Council Chambers
500 West Live Oak, Hutto, Texas

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 www.huttotx.gov

1. CALL MEETING TO ORDER

Chair Savard called the Park Foundation meeting to order at 7:04 p.m.

2. ROLL CALL

Present: Board Members Perry Savard, Katie Weiss, Rose McMillin, Kevin Grimm, David Meyer, and Wendell Teltow.

Staff Present: Sydawnie Douglass, Recreation Manager; Tony Host, Executive Director Community Service and Construction; and Marianne Landers Banks, Attorney with Bojorquez Law Firm (“BLF”).

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 Board on agenda issues and on non-agenda issues that are a matter of the jurisdiction of the Board. Each person providing public comment will be limited to 3 minutes.

[Note: The Texas Open Meetings Act, Texas Government Code, Chapter 551, prohibits the Board from fully discussing, debating, or considering subjects for which public notice has not been given on the agenda. Issues may be placed on the further Board agenda.]

No Public Comment.

4. PUBLIC HEARINGS

No Public Hearings.

5. AGENDA ITEMS

- 5.1. Consideration and possible action on the minutes from the Parks Foundation Meeting held on October 14, 2020.

A motion was made by Member Teltow and seconded by Member Grimm to accept the minutes as written. Motion passed 6 Ayes to 0 Nays.

- 5.2. General Discussion and Possible Action on possible applications and appointments to the Foundation Board.

A motion was made by Chair Savard and seconded by Member Teltow to accept Paul Morgan's application to fill the empty spot on the Foundation Board. Motion passed 6 Ayes to 0 Nays.

- 5.3. General Discussion and Possible Action of Authorizing Payment of Incorporation Expenses.

The City Council has not yet approved authorization of expenses. Marianne will send bills to Tony Host so he can provide the information to the Council. This item will be discussed again during the December meeting.

- 5.4. General Discussion and Possible Action on Adopting Conflict of Interest Policy.

Two draft policies were presented to the Board. The Board preferred the longer policy and discussion ensued regarding it. A motion was made by Chair Savard and seconded by Member Teltow to adopt the Conflict of Interest and Compensation Policy of Hutto Park Foundation which is the longer of the two policies. Motion passed 7 Ayes to 0 Nays.

- 5.5. General Discussion and Possible Action on Adopting a Land Donation Policy.

A lengthy discussion ensued regarding a land donation policy. Development donations will be considered on a case by case basis as it ties into the Park Master Plan. The Foundation has a general-purpose land donation statement in the corporation documents. A motion was made by Member Teltow and seconded by Member Grimm to adopt a general land donation policy which states the following: "Ensure land or asset donations both further the execution of the city master plan and are accessible and of benefit to all Hutto citizens". Motion passed 7 Ayes to 0 Nays.

- 5.6. Consideration and Possible Action on a contract for legal services with the Bojorquez Law Firm to provide legal services to the Board.

The administrative services agreement has not been approved by the City Council. This item will be discussed again during the December meeting.

- 5.7. Consideration and Possible Action on creation of logo, slogan, letterhead, and branding items, development of website, creation of application forms to serve on Board, and other items necessary to become operational.

Tony Host is working on a logo for the Foundation. Member Grimm will talk to ISD graphic designer. Christina Vasquez, park board member, will check with her husband, who is a software engineer.

This item will be discussed again during the December meeting.

5.8. Update from Treasurer on financial tasks from Initial Meeting.

No update was given. This item will be discussed again during the December meeting.

6. SUGGESTIONS FOR FUTURE AGENDA ITEMS

Tabled Items: **5.2** General Discussion and Possible Action on possible applications and appointments to the Foundation Board. **5.3** General Discussion and Possible Action of Authorizing Payment of Incorporation Expenses; **5.6** Consideration and Possible Action on a contract for legal services with the Bojorquez Law Firm to provide legal services to the Board; **5.7** Consideration and Possible Action on creation of logo, slogan, letterhead, and branding items, development of website, creation of application forms to serve on Board, and other items necessary to become operational; and **5.8** Update from Treasurer on financial tasks from Initial Meeting.

7. ADJOURNMENT

There being no further business, Chair Savard adjourned the meeting at 8:04 p.m.

NOTE: The Board reserves the right to convene in Executive Session for consultation with their attorney on any item posted on the agenda.

APPROVED this the _____ day of December 2020.

Perry Savard, Chair

ATTEST:

Rose McMillin, Secretary