



City of Hutto

Minutes

City Council Meeting

Thursday, February 5 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 Warner, 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, Interim City Engineer; Abby Fenton, Communications Manager; Cheney Gamboa, Director of Economic Development; Laura Hallmark, City Secretary; Howard Koontz, Director of Development Services; Kate Moriarty, Executive Director of Administrative Services; Jeff White, Parks and Recreation Director;

3. INVOCATION – Bobby Pruitt, Hutto Bible Church

4. PLEDGE OF ALLEGIANCE

5. PROCLAMATIONS

5.1 Black History Month (DEIB Commission) – *The proclamation was presented to members of the DEIB who were in attendance.*

6. CITY MANAGER COMMENTS

James Earp, City Manager, made the following announcements:

New Hires

Michelle Herrera – Please welcome Michelle Herrera to her new role as Accreditation & Court Compliance Specialist with Hutto Police Department. Michelle brings over 15 years of law enforcement experience, having served 7 years with the Pflugerville Police Department before transitioning to the Hutto ISD Police Department, where she was promoted to Sergeant and served the district for 8 years. In her free time, Michelle enjoys traveling and even owns her own travel business.

Howard Koontz – Howard brings experience from his work in Alabama and Georgia, and has spent the past 11 years serving communities in Kyle, Dripping Springs, and Converse. A fun fact about Howard: he has toured 31 states and four Canadian provinces on his motorcycle.

Recognitions

Tonight, we're recognizing Hutto Public Library as they've been awarded the 2025 Achievement of Library Excellence Award from the Texas Municipal Library Directors Association. Only 101 of 516 public libraries in Texas received this honor. The award highlights excellence in areas such as community outreach, innovative programming, digital inclusion, literacy support, workforce development, and high-quality public service.

Under the leadership of Director Kristin Phillips, our library team continues to demonstrate outstanding service and a strong commitment to the community. Congratulations to the Hutto Public Library on this well-deserved achievement!

Mayor Snyder presented a flag received from Representative Pete Sessions, which was flown over the U.S. Capitol in honor of Hutto's 150th Celebration.

7. PUBLIC COMMENT

There were no speakers.

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 Morris, second by Councilmember Gordon, to make the following board and commission appointments:

Jason Paul Ramirez, Zoning Board of Adjustment Seat 5

Camille Baptiste, Parks Advisory Board Seat 1

Motion passed 7:0.

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

Mayor Snyder reported their discussion focused on the permitting of the new High School and the Interlocal Agreement between the City and HISD.

9. CONSENT AGENDA ITEMS

- 9.4 Consideration and possible action on Resolution No. R-2026-037 accepting the infrastructure improvements for private development known as Emory Crossing Phase 4. (Patricia Davis)
- 9.5 Consideration and possible action on Resolution No. R-2026-038 to approve an Incentive Program and associated Policies, Procedures and Application including, but not limited to Chapter 380 incentives for the City of Hutto. (Cheney Gamboa)
- 9.6 Consideration and possible action on Ordinance No. O-2026-006 approving a budget amendment for the Hutto Economic Development Corporation (HEDC) Fiscal Year 2026 Budget in the amount of \$500,000 for professional services related to the design of the Pecan Street Improvement Project to include street improvements and additional parking for Main and West Streets between Highway 79 and Pecan Street. (Cheney Gamboa)
- 9.7 Consideration and possible action on Resolution No. R-2026-039 ordering the May 2, 2026 General Election for City Council Place 1 and Place 4. (Laura Hallmark)
- 9.8 Consideration and possible action on Resolution No. R-2026-040 approving a joint election agreement and contract for election services between Williamson County Elections Administrator and the City of Hutto for an election to be held on May 2, 2026; and authorizing the City Manager to execute the contract. (Laura Hallmark)
- 9.9 Consideration and possible action on Resolution No. R-2026-041 approving a Memorandum of Understanding between the City of Hutto and 420 US 79, Ltd. regarding public fishing access, public restrooms, Veterans Memorial maintenance, City-sponsored events, parking, and Property Owners Association representation within the Hutto Co-Op District. (Kate Moriarty)
- 9.10 Consideration and possible action on acceptance of the investment report for the period ending December 31, 2025 (Alberta Barrett)
- 9.11 Consideration and possible action on approving the following City Council meeting minutes: January 22, 2026 Work Session and January 22, 2026 City Council Meeting. (Laura Hallmark)

Motion by Councilmember Porterfield, second by Councilmember Morris, to approve the items submitted on the Consent Agenda as noted above. Motion passed 7:0.

The following items were pulled for individual consideration:

- 9.1. Consideration and possible action on Resolution No. R-2006-034 authorizing the City Manager to execute an Agreement with PBK Architects, Inc., in the amount of \$1,564,150 for the Design of the New Justice Center Facility project (CIP F02-2024). (Patricia Davis)

Patricia Davis, Interim City Engineer, provided information for this item.

Motion by Councilmember Porterfield, second by Mayor Pro Tem Thornton, to approve the item as presented. Motion passed 7:0.

- 9.2 Consideration and possible action on Resolution No. R-2026-035 authorizing the City Manager to execute an Individual Project Order (IPO) with Alfred Benesch & Company to perform preliminary engineering design for the SH 130 NB Frontage Road Project (CIP T26-2026) in the amount of \$486,689.01. (Patricia Davis)

Ms. Davis provided information for this item. Ricardo Zamarripa, with Alfred Benesch, provided additional information.

Motion by Councilmember Porterfield, second by Councilmember Morris, to approve the item as presented. Motion passed 7:0.

- 9.3 Consideration and possible action on Resolution No. R-2026-036 authorizing the City Manager to execute an Individual Project Order (IPO) with LJA Engineering in the amount of \$355,596.44 for design services on the Carl Stern at FM 685 project (CIP T73-2026). (Patricia Davis)

Ms. Davis provided information for this item. Mr. Earp provided additional information. Council discussion regarding potential decrease in the number of students due to opening of second high school, Carl Stern access to 130 and information needed from a Traffic Impact Analysis.

Motion by Councilmember Gordon, second by Councilmember King, to approve the item as presented. Motion passed 7:0.

10. RESOLUTIONS

- 10.1 Consideration and possible action on Resolution No. R-2026-042 of the City Council of the City of Hutto, Texas determining costs and calling a public hearing to consider levying assessments on property located within the Prairie Winds Public Improvement District Area #2; including a presentation of service and assessment plan for said area; directing the publication and mailing of notice of such public hearing; and take appropriate action. (Alberta Barrett)

Alberta Barrett – Finance Director, Kyle Shaffman – P3 Works and Bart Fowler – McCall Parkhurst and Horton, Bond Counsel, provided information for this item. Austin Evetts with Green Brick Partners, provided additional information. The public hearing date has been changed to March 12, 2026 after further review and discussion with the developer.

Motion by Councilmember Gordon, second by Councilmember Morris, to approve the item as presented with the corrected public hearing date of March 12, 2026. Motion passed 7:0.

11. OTHER BUSINESS

- 11.1 Discussion and possible action on extending the City's Wastewater Certificate of Convenience and Necessity (CCN) to its extraterritorial jurisdiction (ETJ) borders. (Mayor Snyder)

Joe Freeland, with Mathews & Freeland, LLP, provided information for this item. Mr. Freeland additionally provided public information for Executive Session item 12.1.h (PUC Docket No 57303 - Petition of City of Hutto for a Cease and Desist Order against Preserve Hutto, LLC).

- 11.2 Discussion and possible action on the design of Hutto Lake Park Playground project (CIP P34-2025) with MWM DesignGroup, Inc. (Mayor Snyder)

Ms. Davis and Mr. Earp provided information for this item. Mr. Earp stated there would be a change order item on the next agenda to correct the timeline.

- 11.3 Staff update on current active projects and possible action. (Councilmember King)

Councilmember King outlined reasoning behind the request. Council discussion regarding meeting update versus online message board; burden on staff if every meeting and which projects would be updated.

Motion by Councilmember King, second by Councilmember Porterfield, for staff to bring an update to every Council meeting a high-level view of projects at risk and why and steps taken to hold contractor accountable.

Councilmember Morris offered a friendly amendment that "at risk" be noted "as defined by City Manager." This was accepted by Councilmembers King and Porterfield.

Council discussion regarding definition of "at risk," which Mr. Earp described as "behind schedule at designated milestone."

Councilmember King change the motion of “every meeting” to “monthly,” which was accepted by Councilmember Porterfield.

Motion, as amended, passed 7:0.

12. EXECUTIVE SESSION

- 12.1. Receive legal advice pursuant to Texas Government Code Sec. 551.071, (Consultation with Attorney), to deliberate and seek legal advice regarding: a) Elecnor Belcor Electrical, Inc. default and termination of Contract authorized by Resolution R-2025-068, dated March 27, 2025 for Signals at Innovation and Limmer Loop Blvd., CIP T13-2024; b) Release of Ross Fischer Report with Exhibits and Notes for Investigation dated November 7, 2019; c) Interlocal Agreements for the allocation of sales tax revenue between the Williamson County Emergency Services District #3 and the City of Hutto, Texas; d) Demand for street failures for Performance and Payment by City of Hutto, Texas on the Westfield Insurance Company maintenance bond number 355377R dated December 14, 2023 procured for maintenance of Emory Crossing Phase 3 Infrastructure; e) Consent to a partial assignment of the Tax Abatement Agreement, dated July 21, 2023 between the City and Hutto Data Center Campus, LLC; f) CIP T11-2023 - Emory Farms Gateway project final payment to contractor and unpaid subcontractor claims; g) Extending the City's Wastewater Certificate of Convenience and Necessity (CCN) to its extraterritorial jurisdiction (ETJ) borders; and h) PUC Docket No 57303 - Petition of City of Hutto for a Cease and Desist Order against Preserve Hutto, LLC.
- 12.2 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 Cottonwood; (c) Project Lake; (d) Project Sequel; (e) Project Megasite; (f) Project Titan; (g) Project Air; (h) Project Skybox; (i) Project Heartbeat; (j) Project Shrine; (k) Project 2007; and (l) Project Sprouts.

In Executive Session at 9:16 PM. Out at 10:48 PM, with the exception of 12.1.e and 12.1.g.

13. ACTION RELATIVE TO EXECUTIVE SESSION

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

Item 12.1.a: Motion by Councilmember Warner, second by Councilmember Morris, to authorize the City Manager to send the notice of default and termination of contract for signal at Innovation and Limmer Loop to Elecnor Belcor Electrical, Inc. and the surety. Motion passed 7:0.

Item 12.1.d: Motion by Councilmember Gordon, second by Councilmember Porterfield, to authorize the City Manager to send a demand letter against the performance bond for maintenance of Emory Crossing Phase 3 Wastewater, Draining and Paving improvements. Motion passed 7:0.

Item 12.1.e: Motion by Mayor Snyder, second by Councilmember Gordon, to approve Resolution No. R-2026-043 as presented. Motion passed 7:0.

Item 12.1.f: Motion by Councilmember Porterfield, second by Councilmember King, to authorize the City Manager to process G. Creek's final payment application that accounted for 23 days of liquidated damages. Motion passed 7:0.

14. CITY COUNCIL COMMENTS

14.1 General Comments from City Council

There was nothing for this item.

14.2 Future Agenda Items

There was nothing for this item.

15. ADJOURNMENT – 10:51 PM



Mike Snyder, Mayor

ATTEST:



Laura Hallmark, City Secretary



