



City of Hutto

Agenda

City Council Meeting

Thursday, September 17, 2026 at 7:00 PM

Council Chambers, City Hall – 500 W. Live Oak Street

1. **CALL SESSION TO ORDER**
2. **ROLL CALL**
3. **INVOCATION**
4. **PLEDGE OF ALLEGIANCE**
5. **PROCLAMATIONS**

5.1. National Night Out - October 6th (Tawni Moody)

5.2. Hispanic Heritage Month (Diversity, Equity, Inclusion & Belonging Commission)

6. **PUBLIC COMMENT**

Please fill out required registration form before meeting. Public comment is limited to 3 minutes. City Council can not talk about any items not on the agenda per state law. Written comments for this meeting may also be sent to comments@huttotx.gov PRIOR to 4:00 pm on September 17, 2026. The email must include name, address, phone # and email to be recognized properly. Written comments will be provided to Council.

7. **BOARDS AND COMMISSIONS**

7.1. 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.

7.1. Capital Area Council of Governments General Assembly - 2 positions for appointment.

7.2. Consideration and possible action regarding recommendations or updates from City Council sub-committees (i.e. HISD, Fire Safety, CIP, DEIB).

8. **PUBLIC HEARINGS AND RELATED ACTION**

8.1. Conduct a public hearing and consider possible action on Resolution No. R-2026-181 to create the Public Improvement District for Hutto Gateway (Legal).

8.2. Conduct a public hearing and consider possible action on Ordinance No. O-2026-046 amending Chapter 18, Article 18.02, Division 2, of the Code of Ordinances, After-School Recreation Program Standards of Care; adopting standards of care for the City's recreation programs for elementary-age children; and providing for: Findings of Fact, Enactment, Repealer, Severability, Effective Date, and Proper Notice & Meeting. (Jeff White)

9. **CONSENT AGENDA ITEMS**

9.1. Consideration and possible action on Resolution No. R-2026-182 authorizing the City Manager to execute a Master Services Agreement with Freese and Nichols, Inc. for third-party construction inspection services as one of the most qualified respondents to the City's RFQ. (Kate Moriarty)

9.2. Consideration and possible action on Ordinance No. O-2026-049 authorizing the notice

and publication of the Joint Public Hearing of the Planning and Zoning Commission and City Council to be held on October 15, 2026 at 7:00 p.m. to consider recommendations and possible action upon an ordinance repealing and replacing Article 16.02 of the Hutto City Code, the Unified Development Code of the City of Hutto, Texas. (Howard Koontz)

- 9.3. Consideration and possible action on Ordinance No. O-2026-047 amending the budget for fiscal year October 1, 2025 through September 30, 2026. (Alberta Barrett)
- 9.4. Consideration and possible action on Ordinance No. O-2026-048 adopting the FY 2027 fee schedule, Appendix A Fee Schedule. (Alberta Barrett)
- 9.5. Consideration and possible action on acceptance of the August 2026 financial report (Alberta Barrett)
- 9.6. Consider resolutions to submit to the TML Annual conference relating to allowing mixed beverage sales taxes to be included in Municipal Utility District Strategic Partnership Agreements; Amendments to Local Option Liquor state law to allow a city to call a Local Option Liquor Election; and beneficial amendments to state law relating to emergency services districts. (Legal)
- 9.7. Consideration and possible action on approving the following City Council meeting minutes: September 3, 2026 Work Session and September 3, 2026 Regular Meeting. (Laura Hallmark)

10. OTHER BUSINESS

- 10.1. Discussion and Possible Action on Outside Agency Funding Awards for FY 2027. (Alberta Barrett)
- 10.2. Discussion and possible action regarding direction to staff to develop clear development and building standards specific to data centers in Hutto, including but not limited to water and energy use, cooling systems, site design and footprint, landscaping and screening, noise, utility infrastructure and substations, and other appropriate development requirements. (Councilmember Zepeda)
- 10.3. Discussion and possible action regarding establishing clear and defined community benefits and expectations associated with data center development in Hutto, beyond property tax revenue, and applicable to data center projects regardless of whether a Special Use Permit is required. (Councilmember Zepeda)
- 10.4. Discussion and possible action on Fiscal Year 2027 Hotel Occupancy Tax (HOT) Funding Applications. (David Amsler)

11. EXECUTIVE SESSION

The City Council for the City of Hutto reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by the Texas Government Code Sections 551.071 (Litigation/Consultation with Attorney), 551.072 (Deliberations regarding real property), 551.073 (Deliberations regarding gifts and donations), 551.074 (Deliberations regarding personnel matters) or 551.076 (Deliberations regarding deployment/implementation of security personnel or devices) and 551.087 (Deliberations regarding Economic Development negotiations).

- 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 Hutto Gateway Development Agreement, including related provisions and/or agreements for a Public Improvement District; b) Settlement Agreement and Release between the City of Hutto, and Surveying And Mapping, LLC; c) Hotel Occupancy Tax funds to improve the amphitheater in Adam Orgain Park; d) Sales Tax Sharing Interlocal Agreements and proposed Interlocal Agreement for Fire Services with the Williamson County

Emergency Services District # 3; e) Termination of Flock Group Inc. Master Services Agreement.

- 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 Cottonwood Properties; (c) Project Orchard; (d) Project Maestro; and (e) Project 106 East St.

12. ACTION RELATIVE TO EXECUTIVE SESSION

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

13. CITY COUNCIL COMMENTS

Pursuant to Texas Government Code Sec. 551.0415, a member of the governing body may make an announcement about items of community interest during a meeting of the governing body without given notice of the subject of the announcement.

13.1. General Comments from City Council

13.2. Future Agenda Items

14. ADJOURNMENT

15. CERTIFICATION

I certify that this notice of the September 17, 2026 Hutto City Council meeting was posted in accordance with the Texas Open Meetings Act on the City of Hutto website (huttotx.gov) and the City Hall bulletin board (500 W. Live Oak Street) on September 11, 2026 before 5:30 P.M.




Laura Hallmark

The City of Hutto is committed to complying with the Americans with Disabilities 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 CitySecretary@huttotx.gov or call (512) 759-4839 for assistance.

AGENDA ITEM REPORT

7.1.



To: City Council
Subject: Capital Area Council of Governments General Assembly - 2 positions for appointment.
Meeting: Thursday, September 17, 2026
Department: City Secretary /
Staff Contact: Laura Hallmark

ITEM SUMMARY:

Former Councilmembers Kolar and Clark were the most recent City of Hutto representatives. With their departure, it leaves an opportunity for the appointment of two new members. The General Assembly will meet once a year (December) with a possible second meeting (not on a particular schedule). Other than attending meetings, representatives get more - and often first, contact from the COG about information happening in the area and get priority invites to activities and programming that may benefit elected officials. There is also an opportunity to serve on the various advisory committees.

Additional information can be found here: [CAPCOG General Assembly](#) and [CAPCOG](#).

STAFF RECOMMENDATION:

Move to approve two Councilmembers to represent the City of Hutto in CAPCOG's General Assembly.

FISCAL NOTES:

The annual dues the City pays for membership in CAPCOG covers any cost for this participation.

ATTACHMENTS:

None

AGENDA ITEM REPORT

8.1.



To: City Council
Subject: Conduct a public hearing and consider possible action on Resolution No. R-2026-181 to create the Public Improvement District for Hutto Gateway (Legal).
Meeting: Thursday, September 17, 2026
Department: Legal /
Staff Contact: Dottie Palumbo

ITEM SUMMARY:

Straub-Wolfe Investors, LP ("Developer") submitted a Public Improvement District Petition on or about August 28, 2025, seeking to create a public improvement district for the purposes of developing a phased, mixed-use master-planned community and all related improvements.

The creation of a public improvement district supports public benefit to a degree that is superior to the benefits typically generated by real estate development projects not involving the same.

Pursuant to City Council direction and in compliance with the required governing law, this resolution shall create the Hutto Gateway Public Improvement District.

STAFF RECOMMENDATION:

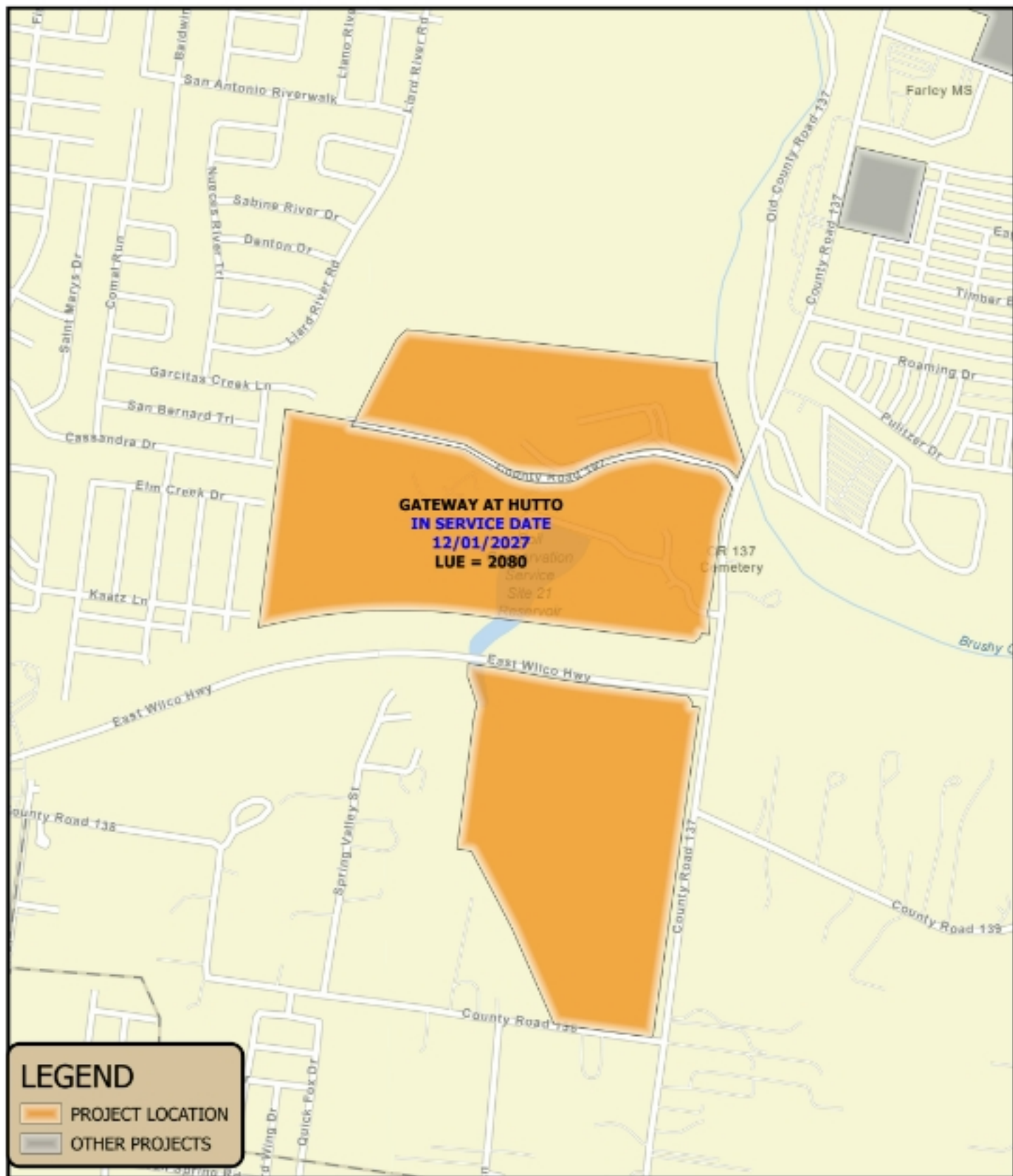
Staff recommends, in compliance with City Council directive, approval of the resolution and the creation of the Hutto Gateway Public Improvement District.

FISCAL NOTES:

No immediate fiscal impact for the creation of the Hutto Gateway Public Improvement District. Fiscal implications shall arise at a later date if and when bonds are issued for the PID.

ATTACHMENTS:

1. Hutto Gateway Map
2. PID Creation Resolution - Gateway at Hutto(658150.1)
3. Exhibit A - Legal Description of Property (3)(658164.1)
4. PID Petition - Executed(621521.1) (1)



LEGEND

- PROJECT LOCATION
- OTHER PROJECTS



FIGURE 1.0 LOCATION



CITY OF HUTTO

RESOLUTION NO. R-2025-_____

A RESOLUTION OF THE CITY OF HUTTO, TEXAS, AUTHORIZING AND CREATING THE GATEWAY AT HUTTO PUBLIC IMPROVEMENT DISTRICT WITHIN THE CITY OF HUTTO PURSUANT TO CHAPTER 372, TEXAS LOCAL GOVERNMENT CODE; PROVIDING PROPER NOTICE & MEETING; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Chapter 372 of the Texas local Government Code (the “Act”) authorizes the creation of public improvement districts; and

WHEREAS, the owners of certain real property (the “Petitioners”) have signed and delivered to the City Secretary (the “City Secretary”) of the City of Hutto, Texas (the “City”) an amended petition (the “Petition”) pursuant to the Act requesting the City to authorize and create the Gateway at Hutto Public Improvement District (the “District”); and

WHEREAS, the Act states that a petition to include land in a public improvement district is sufficient if signed by owners of taxable real property representing more than fifty percent (50%) of the appraised value of taxable real property liable for assessment under the proposal, as determined by the current roll of the appraisal district in which the property is located, and, who (i) constitute more than fifty percent (50%) of all record owners of property that is liable for assessment under the proposal, or (ii) own taxable real property that constitutes more than fifty percent (50%) of the area of all taxable real property that is liable for assessment under the proposal; and

WHEREAS, the Petition, has been examined, verified, and found to meet the requirements of the Act and to be sufficient for consideration by the City Council of the City (the “City Council”); and

WHEREAS, the boundaries of the proposed District are described on **Exhibit A**, attached hereto, said area for the District being within the boundaries and/or the extraterritorial jurisdiction of the City; and

WHEREAS, after providing all notices required by the Act, the City Council conducted a public hearing, on even date herewith, on the advisability of the improvements and services described in the Petition, at which the City Council considered all written and oral objections.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS:

SECTION 1: The findings set forth in the recitals of this Resolution are hereby found to be true and correct.

SECTION 2: The Petition submitted to the City was filed with the City Secretary and complies with Subchapter A of the Act.

SECTION 3. Pursuant to the requirements of the Act, the City Council, after considering the Petition and the evidence and testimony presented at the public hearing, hereby finds and declares:

- (a) Advisability of the Proposed Improvements. It is advisable to create the District to provide the Authorized Improvements (defined below) described in the Petition and this Resolution. The Authorized Improvements will promote the interests of the City and will confer a special benefit on the District.
- (b) General Nature of the Improvements. The public improvements for the District (the “Authorized Improvements”) may consist of one or more of the public improvements included in Section 372.003(b) of the Act. The general nature of the Authorized Improvements are: (i) the establishment of parks and open space, together with the design, construction and maintenance of any ancillary structures, features or amenities such as trails, pavilions, community facilities, irrigation, walkways, lighting, benches, trash receptacles and any similar items located therein; (ii) landscaping; (iii) acquisition, construction, and improvement of water, wastewater and drainage facilities; (iv) acquisition, construction and improvement of streets, roadways, rights-of-way and related facilities; (v) entry monumentation and features; (vi) signage; (vii) projects similar to those listed in subsections (i) – (vi) above; and (viii) payment of costs associated with constructing and financing the public improvements listed in subparagraphs (i) – (vii) above, including costs of establishing, administering and operating the District.
- (c) Estimated Cost of the Authorized Improvements. The estimated cost to design, acquire and construct the Authorized Improvements is \$45,000,000 (including issuance and other financing costs).
- (d) Boundaries. The boundaries of the District are set forth on Exhibit A.
- (e) Proposed Method of Assessment. An assessment methodology will be prepared that will address: (i) how the costs of the Authorized Improvements financed with the assessments are assessed against the property in the District, (ii) the assessments to be collected each year, and (iii) reduction of the assessments for costs savings (pursuant to the annual review of the service plan for the District). Additionally, a report will be prepared showing the special benefits accruing to property in the District and how the costs of the Authorized Improvements are assessed to property on the basis of the special benefits. The result will be that equal shares of the costs will be imposed on property similarly benefited.

The assessment methodology will result in each parcel paying its fair share of the costs of the Authorized Improvements provided with the assessments based on the special benefits received by the property from the Authorized Improvements and property equally situated paying equal shares of the costs of the Authorized Improvements.

- (f) Apportionment of Cost between the City and the District. Approval and creation of the District will not obligate the City to provide any funds to finance the proposed Authorized Improvements. All of the costs of the proposed Authorized Improvements will be paid by issuance of bonds secured by, or directly by, assessments of the property within the District, and from other sources of funds, if any, available to the owner of the property located within the boundaries of the District.
- (g) Management of the District. The District shall be managed by the City. The City may contract with a consultant or third-party administrator, who shall, from time to time, advise the City regarding certain operations of the District.
- (h) Advisory Body. The District shall currently be managed without the creation of an advisory body. The City Council reserves the right to appoint an advisory body in the future.

SECTION 4. The District is hereby authorized and created as a public improvement district under the Act in accordance with the findings as to the advisability of the Authorized Improvements contained in this Resolution. Pursuant to the Act, the authorization of the District takes effect upon the date this Resolution is adopted. The District shall exist until dissolved or terminated as provided by law.

SECTION 5. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

SECTION 6. This Resolution shall take effect immediately from and after its passage and it is therefore resolved.

PASSED & APPROVED by the CITY COUNCIL of the CITY OF HUTTO on the _____ day of _____, 2026, on vote of ____ AYES; ____ NAYS; ____ ABSTENTIONS.

MIKE SNYDER, MAYOR
CITY OF HUTTO

ATTEST:

LAURA HALLMARK, CITY SECRETARY
CITY OF HUTTO

**EXHIBIT A
PID BOUNDARIES**



LEGAL DESCRIPTION

METES & BOUNDS DESCRIPTION FOR A 112.797 ACRE TRACT OF LAND OUT OF THE CHARLES J GERLACH SURVEY, ABSTRACT NO. 261 AND THE THOMAS J SMITH SURVEY, ABSTRACT NO. 589, BOTH OF WILLIAMSON COUNTY, TEXAS; BEING A PORTION OF A CALLED 265.2655 ACRE TRACT OF LAND AS CONVEYED TO STEVEN J. WOLFE (25% INTEREST), CAMILLE L. WOLFE (25% INTEREST), JERRY J. WOLFE AS TRUSTEE OF THE TIFFANY TANKERSLEY WOLFE 1997 CHILDREN'S TRUST FOR THE BENEFIT OF STEVEN J. WOLFE (25% INTEREST) AND JERRY J. WOLFE AS TRUSTEE OF THE TIFFANY TANKERSLEY WOLF 1997 CHILDREN'S TRUST FOR THE BENEFIT OF CAMILLE L. WOLFE (25% INTEREST) BY SPECIAL WARRANTY DEED RECORDED IN DOCUMENT NUMBER 2023040655 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS; SAID 112.797 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at an aluminum monument stamped "WILLIAMSON COUNTY" found at the intersection of the south right-of-way line of Southeast Loop (width varies) as dedicated by Documents Numbers 2021154322 and 2022142027 of the Official Public Records of Williamson County, Texas, with the west right-of-way line of County Road 137 (width varies) as dedicated by Document Number 2004002142 of the Official Public Records of Williamson County, Texas, at the northeast corner of the south portion of the above described 265.2655 acre Wolfe Tract, and at the southeast corner of a called 39.682 acre tract of land described as Parcel 26 as conveyed to Williamson County, Texas, by Agreed Judgement recorded in said Document Number 2022142027 of the Official Public Records of Williamson County, Texas, for the northeast corner and **POINT OF BEGINNING** of the herein described tract;

THENCE, with the west right-of-way line of said County Road 137 and the east line of said 265.2655 acre Wolfe Tract, S 07°54'26" W a distance of 594.02 feet to a 1/2-inch iron rod with cap stamped "DIAMOND SURVEYING" found for an angle point;

THENCE, continuing with the west right-of-way line of said County Road 137 and the east line of said 265.2655 acre Wolfe Tract, S 07°34'14" W a distance of 2,228.24 feet to a disturbed 1/2-inch iron rod found for an angle point;

THENCE, continuing with the west right-of-way line of said County Road 137 and the east line of said 265.2655 acre Wolfe Tract, S 52°07'29" W a distance of 19.87 feet to a 1/2-inch iron rod found at the intersection with the north right-of-way line of County Road 138 (width varies) (no deed of record found), at the southeast corner of said 265.2655 acre Wolfe Tract, for the southeast corner of the herein described tract;

THENCE, with the north right-of-way line of said County Road 138 and the south line of said 265.2655 acre Wolfe Tract, N 88°08'38" W a distance of 54.74 feet to a 1/2-inch iron rod found for an angle point;

THENCE, continuing with the north right-of-way line of said County Road 138 and the south line of said 265.2655 acre Wolfe Tract, N 82°00'40" W a distance of 845.62 feet to a 1/2-inch iron rod with cap stamped "FOREST 1847" found at the southwest corner of said 265.2655 acre Wolfe Tract, and at the southeast corner of a called 9.664 acre tract of land as conveyed to Longs Automotive LLC by Warranty Deed recorded in Document Number 2023037043 of the Official Public Records of Williamson County, Texas, for the southwest corner of the herein described tract;

THENCE, departing the north right-of-way line of said County Road 138, with the west line of said 265.2655 acre Wolfe Tract and the east line of said Longs Automotive Tract, N 22°40'35" W a distance of 608.61 feet to a cotton spindle found for an angle point;

THENCE, continuing with the west line of said 265.2655 acre Wolfe Tract and the east line of said Longs Automotive Tract, N 23°53'21" W a distance of 288.02 feet to a 60D nail in the top of a fence post found for an angle point;

THENCE, continuing with the west line of said 265.2655 acre Wolfe Tract and the east line of said Longs Automotive Tract, N 27°22'04" W, pass a 1/2-inch iron rod with cap stamped "FOREST 1847" found at the northeast corner of said Longs Automotive Tract, and at the most easterly corner of a called 10.34 acre tract of land as conveyed to Steven Reyes, Sr. and Carla Alvarez by Special Warranty Deed with Vendor's Lien recorded in Document Number 2009048855 of the Official Public Records of Williamson County, Texas, at a distance of 377.74 feet and continuing on with the west line of said 265.2655 acre Wolfe Tract and the east line of said Reyes and Alvarez Tract for a total distance of 730.05 feet to a 1/2-inch iron rod found at an interior corner of said 265.2655 acre Wolfe Tract, and at the northeast corner of said Reyes and Alvarez Tract, for an interior corner of the herein described tract;

THENCE, with a south line of said 265.2655 acre Wolfe Tract and the north line of said Reyes and Alvarez Tract, N 80°20'24" W a distance of 122.34 feet to a 1/2-inch iron rod found at an angle point on the east line of a called 7.47 acre tract of land as conveyed to James R. Lucas by General Warranty Deed with Third Party Vendor's Lien recorded in Document Number 2012079315 of the Official Public Records of Williamson County, Texas, at an exterior corner of said 265.2655 acre Wolfe Tract, and at the northwest corner of said Reyes and Alvarez Tract, for an exterior corner of the herein described tract;

THENCE, with the west line of said 265.2655 acre Wolfe Tract and the east line of said Lucas Tract, N 06°58'02" E a distance of 290.30 feet to a 1/2-inch iron rod found at the northeast corner of said Lucas Tract, and at the southeast corner of a called 7.33 acre tract of land as conveyed to Laurence L. Meissner and Yvonne J. Meissner by General Warranty Deed with Vendor's Lien in Favor of Third Party recorded in Document Number 9751246 of the Official Public Records of Williamson County, Texas, for an angle point;

THENCE, continuing with the west line of said 265.2655 acre Wolfe Tract and the east line of said Meissner Tract, N 06°19'15" E a distance of 819.88 feet to a 1/2-inch iron rod found for an angle point;

THENCE, continuing with the west line of said 265.2655 acre Wolfe Tract and the east line of said Meissner Tract, N 12°01'03" E a distance of 134.34 feet to a calculated angle point, from which a found 1/2-inch iron rod bears N 66°18'56" E a distance of 1.04 feet;

THENCE, continuing with the west line of said 265.2655 acre Wolfe Tract and the east line of said Meissner Tract, N 19°30'33" W a distance of 244.22 feet to a calculated angle point, from which a found 1/2-inch iron rod bears S 80°41'50" E a distance of 1.04 feet;

THENCE, continuing with the west line of said 265.2655 acre Wolfe Tract and the east line of said Meissner Tract, N 00°52'31" E a distance of 114.30 feet to a 1/2-inch iron rod found at an interior corner of said 265.2655 acre tract, and at the northeast corner of said Meissner Tract, for an interior corner of the herein described tract;

THENCE, with a south line of said 265.2655 acre Wolfe Tract and the north line of said Meissner Tract, S 86°13'22" W a distance of 66.36 feet to a 1/2-inch iron rod found for an angle point;

THENCE, continuing with a south line of said 265.2655 acre Wolfe Tract, N 77°55'02" W a distance of 80.81 feet to a 1/2-inch iron rod found for an angle point;

THENCE, continuing with a south line of said 265.2655 acre Wolfe Tract, N 85°11'37" W a distance of 153.30 feet to a 1/2-inch iron rod found at the most northerly corner of a called 1.00 acre tract described as Tract I as conveyed to Ronald Bonnet and wife, Theresa J. Bonnet by Warranty Deed recorded in Volume 881, Page 443 of the Deed Records of Williamson County, Texas, for an angle point;

THENCE, continuing with a south line of said 265.2655 acre Wolfe Tract, partially with the north line of said 1.00 acre Bonnet Tract and partially with the north line of a called 2.280 acre tract of land as conveyed to Theresa Jane Bonnet and spouse, Ronald W. Bonnet by Warranty Deed recorded in Document Number 2003117004 of the Official Public Records of Williamson County, Texas, S 84°23'24" W a distance of 282.70 feet to a 1/2-inch iron rod found at the northwest corner of said 2.280 acre Bonnet Tract, and at the northeast corner of a called 10.00 acre tract of land as conveyed to Craig Thomas Taylor by Warranty Deed recorded in Volume 748, Page 68 of the Deed Records of Williamson County, Texas, for an angle point;

THENCE, continuing with a south line of said 265.2655 acre Wolfe Tract and the north line of said 10.00 acre Craig Thomas Taylor Tract, S 85°18'57" W a distance of 113.36 feet to a 1/2-inch iron rod found for an angle point;

THENCE, continuing with a south line of said 265.2655 acre Wolfe Tract and partially with the north line of said 10.00 acre Craig Thomas Taylor Tract and partially with the north line of a called 10.00 acre tract of land as conveyed to Craig T. Taylor by Warranty Deed recorded in Volume 739, Page 160 of the Deed Records of Williamson County, Texas, S 84°29'39" W a distance of 907.27 feet to a 1/2-inch iron rod found at the northwest corner of said 10.00 acre Craig T. Taylor Tract, and at the northeast corner of a called 10.0 acre tract of land as conveyed to Martin L. Johnson and Kathryn A. Johnson by General Warranty Deed recorded in Volume 2364, Page 184 of the Deed Records of Williamson County, Texas, for an angle point;

THENCE, continuing with a south line of said 265.2655 acre Wolfe Tract and the north line of said Johnson Tract, S 84°58'57" W a distance of 171.56 feet to a 1/2-inch iron rod with cap stamped "BGE INC" set on the south right-of-way line of said Southeast Loop, at the most westerly corner of the south portion of said 265.2655 acre Wolfe Tract, and at the beginning of a non-tangent curve to the right, for the most westerly corner of the herein described tract;

THENCE, departing the north line of said Johnson Tract with the south right-of-way line of said Southeast Loop and the north line of the south portion of said 265.2655 acre Wolfe Tract, the following six (6) courses:

- 1) Along said curve to the right, an arc distance of 2,161.77 feet, having a radius of 4,565.00 feet, a central angle of 27°07'57" and a chord which bears N 88°23'08" E a distance of 2,141.63 feet to an aluminum monument stamped "WILLIAMSON COUNTY" found at a point of reverse curvature to the left;
- 2) Along said curve to the left, an arc distance of 756.95 feet, having a radius of 9,440.00 feet, a central angle of 04°35'39" and a chord which bears S 80°20'43" E a distance of 756.75 feet to an aluminum monument stamped "WILLIAMSON COUNTY" found for a point of tangency;
- 3) S 82°38'33" E a distance of 796.70 feet to a 1/2-inch iron rod with cap stamped "BGE INC" set for an angle point;
- 4) S 37°38'33" E a distance of 70.71 feet to a calculated angle point, from which a found 1/2-inch iron rod bears N 67°54'03" E a distance of 1.16 feet;
- 5) S 07°21'27" W a distance of 36.04 feet to a 1/2-inch iron rod with cap stamped "BGE INC" set at an interior corner of the south portion of said 265.2655 acre Wolfe Tract, for an interior corner of the herein described tract; and
- 6) S 82°39'41" E a distance of 68.29 feet to the **POINT OF BEGINNING** and containing 112.797 acres of land, more or less.

I hereby certify that these notes were prepared from a survey made on the ground by BGE Inc., under my supervision on October 17, 2023 and are true and correct to the best of my knowledge. Bearing orientation is based on the Texas State Plane Coordinate System, NAD 83, Texas Central Zone 4203.

Damian G. Fisher RPLS No. 6928
BGE, Inc.
101 West Louis Henna Blvd, Suite 400
Austin, Texas 78728
Telephone: (512) 879-0400
TBPLS Licensed Surveying Firm No. 10106502

Date

Client: Harris & Straub
Date: December 1, 2023
Job No: 12139-00

LEGAL DESCRIPTION

METES & BOUNDS DESCRIPTION FOR A 153.689 ACRE TRACT OF LAND OUT OF THE CHARLES J GERLACH SURVEY, ABSTRACT NO. 261 AND THE THOMAS J SMITH SURVEY, ABSTRACT NO. 589, BOTH OF WILLIAMSON COUNTY, TEXAS; BEING A PORTION OF A CALLED 265.2655 ACRE TRACT OF LAND AS CONVEYED TO STEVEN J. WOLFE (25% INTEREST), CAMILLE L. WOLFE (25% INTEREST), JERRY J. WOLFE AS TRUSTEE OF THE TIFFANY TANKERSLEY WOLFE 1997 CHILDREN'S TRUST FOR THE BENEFIT OF STEVEN J. WOLFE (25% INTEREST) AND JERRY J. WOLFE AS TRUSTEE OF THE TIFFANY TANKERSLEY WOLF 1997 CHILDREN'S TRUST FOR THE BENEFIT OF CAMILLE L. WOLFE (25% INTEREST) BY SPECIAL WARRANTY DEED RECORDED IN DOCUMENT NUMBER 2023040655 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS, AND A PORTION OF A CALLED 34.63 ACRE TRACT OF LAND AS CONVEYED TO JERRY JOE WOLFE, JR. BY SPECIAL WARRANTY DEED RECORDED IN DOCUMENT NUMBER 2010082331 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS; SAID 153.689 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 1/2-inch iron rod with cap stamped "TLS INC" found on the west right-of-way line of County Road 137 (width varies) as dedicated by Document Number 2004002142 of the Official Public Records of Williamson County, Texas, at the most easterly northeast corner of the above described 265.2655 acre Wolfe Tract and at the southeast corner of the above described 34.63 acre Wolfe Tract, for the most easterly northeast corner and **POINT OF BEGINNING** of the herein described tract;

THENCE, with the west right-of-way line of said County Road 137 and the east line of said 265.2655 acre Wolfe Tract the following eight (8) courses:

- 1) S 21°34'06" W a distance of 376.29 feet to a 1-inch iron rod found for an angle point;
- 2) S 06°50'20" W a distance of 140.86 feet to a 60D nail found for an angle point;
- 3) S 16°18'55" E a distance of 22.27 feet to a 1/2-inch iron rod with cap stamped "BGE INC" set for an angle point;
- 4) S 14°59'12" W a distance of 77.89 feet to a 1/2-inch iron rod with cap stamped "DIAMOND SURVEYING" found for an angle point;
- 5) S 04°57'42" W a distance of 379.89 feet to a 60D nail found for an angle point;
- 6) S 11°59'41" E a distance of 147.05 feet to a 1/2-inch iron rod with cap stamped "DIAMOND SURVEYING" found at the beginning of a non-tangent curve to the right;

- 7) Along said curve to the right, an arc distance of 137.62 feet, having a radius of 1,960.00 feet, a central angle of $04^{\circ}01'23''$ and a chord which bears $S\ 05^{\circ}54'23''\ W$ a distance of 137.59 feet to a 1/2-inch iron rod with cap stamped "BGE INC" set for a point of tangency; and
- 8) $S\ 07^{\circ}55'04''\ W$ a distance of 113.07 feet to an aluminum monument stamped "WILLIAMSON COUNTY" found at the intersection with the north right-of-way line of Southeast Loop (width varies) as dedicated by Documents Numbers 2021154322 and 2022142027 of the Official Public Records of Williamson County Texas, and at the northeast corner of a called 39.682 acre tract of land described as Parcel 26 as conveyed to Williamson County, Texas, by Agreed Judgment recorded in said Document Number 2022142027 of the Official Public Records of Williamson County, Texas, for the most easterly southeast corner of the herein described tract;

THENCE, departing the west right-of-way line of said County Road 137, with the north right-of-way line of said Southeast Loop and the south line of the north portion of said 265.2655 acre Wolfe Tract the following five (5) courses:

- 1) $N\ 82^{\circ}38'35''\ W$ a distance of 74.36 feet to a 1/2-inch iron rod with cap stamped "BGE INC" set at an interior corner of the north portion of said 265.2655 acre Wolfe Tract, for an interior corner of the herein described tract;
- 2) $S\ 07^{\circ}21'25''\ W$ a distance of 35.99 feet to a 1/2-inch iron rod with cap stamped "BGE INC" set for an angle point;
- 3) $S\ 52^{\circ}21'25''\ W$ a distance of 70.71 feet to an aluminum monument stamped "WILLIAMSON COUNTY" found for the most southerly southeast corner of the herein described tract;
- 4) $N\ 82^{\circ}38'37''\ W$ a distance of 1,918.46 feet to an aluminum monument stamped "WILLIAMSON COUNTY" found at the point of curvature of a curve to the left; and
- 5) Along said curve to the left, an arc distance of 1,920.30 feet, having a radius of 4,980.00 feet, a central angle of $22^{\circ}05'36''$ and a chord which bears $S\ 86^{\circ}18'35''\ W$ a distance of 1,908.42 feet to an aluminum monument stamped "WILLIAMSON COUNTY" found at the southwest corner of the north portion of said 265.2655 acre Wolfe Tract, at the northwest corner of said Parcel 26, at the northeast corner of a called 21.313 acre tract of land described as Parcel 23 as conveyed to Williamson County, Texas, by Judgment recorded in Document Number 2021154322 of the Official Public Records of Williamson County, Texas, and at the southeast terminus of a remainder of an old public road as referenced in Volume 480, Page 639 of the Deed Records of Williamson County, Texas, and Volume 2726, Page 76 of the Official Records of Williamson County, Texas, for the southwest corner of the herein described tract;

THENCE, leaving the north right-of-way line of said Southeast Loop, with the west line of said 265.2655 acre Wolfe Tract and the east line of the remainder of said public road, N 07°35'07" E a distance of 1,267.38 feet to a 1/2-inch iron rod with cap stamped "BGE INC" set at the northeast terminus of the remainder of said public road, and at the most southerly southeast corner of RIVERWALK PHASE 3 SECTION 5, a subdivision recorded in Document Number 2017016718 of the Official Public Records of Williamson County, Texas, for an angle point;

THENCE, continuing with the west line of said 265.2655 acre Wolfe Tract and the east line of said RIVERWALK PHASE 3 SECTION 5, N 07°56'57" E a distance of 630.58 feet to a 1/2-inch iron rod with an illegible cap found at the most westerly northwest corner of said 265.2655 acre Wolfe Tract, and at an interior corner of said RIVERWALK PHASE 3 SECTION 5, for the most westerly northwest corner of the herein described tract;

THENCE, with the north line of said 265.2655 acre Wolfe Tract and a south line of said RIVERWALK PHASE 3 SECTION 5, S 80°07'49" E a distance of 630.69 feet to a 1/2-inch iron rod found at an interior corner of said 265.2655 acre Wolfe Tract and at the most easterly southeast corner of said RIVERWALK PHASE 3 SECTION 5, for an interior corner of the herein described tract;

THENCE, with the west line of said 265.2655 acre Wolfe Tract and partially with the east line of said RIVERWALK PHASE 3 SECTION 5 and partially with the east line of RIVERWALK PHASE 3 SECTION 1, a subdivision recorded in Document Number 2015066583 of the Official Public Records of Williamson County, Texas, N 26°38'19" E a distance of 751.88 feet to a 1/2-inch iron rod found at the south terminus of a remainder of an old public road as referenced in Document Numbers 2007092782 and 2023040655, both of the Official Public Records of Williamson County, Texas, and Volume 903, Page 763 of the Deed Records of Williamson County, Texas, for an angle point, from which a 1/2-inch iron rod found at an angle point in the west line of the remainder of said public road and the east line of said RIVERWALK PHASE 3 SECTION 1, bears N 26°05'06" E a distance of 38.18 feet;

THENCE, continuing with the west line of said 265.2655 acre Wolfe Tract and the east line of the remainder of said public road, N 45°21'20" E a distance of 149.55 feet to a 1/2-inch iron rod found for an angle point;

THENCE, continuing with the west line of said 265.2655 acre Wolfe Tract and the east line of the remainder of said public road, N 25°38'58" E a distance of 9.88 feet to a 1/2-inch iron rod found at the northwest corner of said 265.2655 acre Wolfe Tract, at the northeast terminus of the remainder of said public road, at the southeast corner of a called 3.67 acre tract of land as conveyed to David R. Key, Edmund Key, III, Edmund Mackel Key and J. Philip Wandel by Warranty Deed recorded in Volume 903, Page 763 of the Deed Records of Williamson County, Texas, and at the southwest corner of a called 57.91 acre tract of land as conveyed to Carrie Swann Key by instrument recorded in Document Number 2020119994 of the Official Public Records of Williamson County, Texas, and further described in Volume 396, Page 376 of the Deed Records of Williamson County, Texas, for the northwest corner of the herein described tract, from which a 1/2-inch iron rod with cap stamped "RJS RPLS 4391" found on the south line of said 3.67 acre Key and Wandel Tract, at the northwest terminus of the remainder of said public road, and at an exterior corner of said RIVERWALK PHASE 3 SECTION 1, bears N 82°38'39" E a distance of 12.54 feet;

THENCE, with the north line of said 265.2655 acre Wolfe Tract and the south line of said Carrie Swann Key Tract, S 83°39'05" E a distance of 571.15 feet to a 1/2-inch iron rod with cap stamped "BGE INC" set for the most northerly northeast corner of the herein described tract, from which a 1/2-inch iron rod found at the northeast corner of said 265.2655 acre Wolfe Tract, and at the most northerly northwest corner of said 34.63 acre Wolfe Tract, bears S 83°39'05" E a distance of 29.90 feet;

THENCE, departing the south line of said Carrie Swann Key Tract, over and across said 265.2655 acre Wolfe Tract and said 34.63 acre Wolfe Tract, S 09°40'04" E a distance of 1,080.36 feet to a 1/2-inch iron rod with cap stamped "BGE INC" set for an interior corner of the herein described tract;

THENCE, continuing over and across said 265.2655 acre Wolfe Tract, S 59°48'33" E a distance of 66.81 feet to a calculated point at an interior corner of said 265.2655 acre Wolfe Tract, and at the southwest corner of said 34.63 acre Wolfe Tract, for a point of curvature of a curve to the left, from which a found 1/2-inch iron rod with cap stamped "TLS INC" bears N 24°29'57" E a distance of 0.60 feet;

THENCE, with the north line of said 265.2655 acre Wolfe Tract and the south line of said 34.63 acre Wolfe Tract, along said curve to the left, an arc distance of 203.12 feet, having a radius of 460.00 feet, a central angle of 25°18'02" and a chord which bears S 72°27'34" E a distance of 201.48 feet to a 1/2-inch iron rod with cap stamped "TLS INC" found for an angle point;

THENCE, continuing with the north line of said 265.2655 acre Wolfe Tract and the south line of said 34.63 acre Wolfe Tract, S 85°47'20" E a distance of 264.72 feet to a 1/2-inch iron rod with cap stamped "TLS INC" found at the west southeast corner of said 34.63 acre Wolfe Tract, and at the southwest corner of a called 12.3435 acre tract of land as conveyed to Training Properties, Ltd. by Deed recorded in Document Number 2002002908 of the Official Public Records of Williamson County, Texas, for an angle point;

THENCE, continuing with the north line of said 265.2655 acre Wolfe Tract and the south line of said Training Properties Tract the following five (5) courses:

- 1) S 85°21'38" E a distance of 15.57 feet to a 1/2-inch iron rod with cap stamped "TLS INC" found for the beginning of a non-tangent curve to the left;
- 2) Along said curve to the left, an arc distance of 160.19 feet, having a radius of 260.00 feet, a central angle of 35°17'59" and a chord which bears N 76°31'12" E a distance of 157.66 feet to a calculated point of reverse curvature, from which a 1/2-inch iron rod with cap stamped "TLS INC" found bears N 10°34'06" W a distance of 0.85 feet;
- 3) Along said curve to the right, an arc distance of 373.76 feet, having a radius of 1,140.00 feet, a central angle of 18°47'05" and a chord which bears N 68°15'45" E a distance of 372.08 feet to a calculated point of tangency, from which a 1/2-inch iron rod with cap stamped "TLS INC" found bears N 16°59'15" W a distance of 1.20 feet;

- 4) N 77°39'17" E a distance of 215.20 feet to a calculated point of curvature of a curve to the right, from which a 1/2-inch iron rod with cap stamped "TLS INC" found bears N 19°00'23" W a distance of 1.45 feet; and
- 5) Along said curve to the right, an arc distance of 260.83 feet, having a radius of 540.00 feet, a central angle of 27°40'29" and a chord which bears S 88°30'28" E a distance of 258.30 feet to a 1/2-inch iron rod with cap stamped "BGE INC" set for a point of tangency;

THENCE, continuing with the north line of said 265.2655 acre Wolfe Tract and partially with the south line of said Training Properties Tract and partially with the south line of said 34.63 acre Wolfe Tract, S 74°40'14" E a distance of 447.22 feet to a 1/2-inch iron rod with cap stamped "TLS INC" found for the beginning of a non-tangent curve to the right;

THENCE, continuing with the north line of said 265.2655 acre Wolfe Tract and the south line of said 34.63 acre Wolfe Tract, along said curve to the right, an arc distance of 181.92 feet, having a radius of 240.00 feet, a central angle of 43°25'52" and a chord which bears S 52°55'30" E a distance of 177.60 feet to the **POINT OF BEGINNING** and containing 153.689 acres of land, more or less.

Note: the area of occupied right-of-way that falls inside the above described tract is 2.914 acres.

I hereby certify that these notes were prepared from a survey made on the ground by BGE Inc., under my supervision on October 17, 2023 and are true and correct to the best of my knowledge. Bearing orientation is based on the Texas State Plane Coordinate System, NAD 83, Texas Central Zone 4203.

Damian G. Fisher RPLS No. 6928
BGE, Inc.
101 West Louis Henna Blvd, Suite 400
Austin, Texas 78728
Telephone: (512) 879-0400
TBPLS Licensed Surveying Firm No. 10106502

Date

Client: Harris & Straub
Date: December 1, 2023
Job No: 12139-00

PETITION FOR THE CREATION OF A PUBLIC IMPROVEMENT DISTRICT TO FINANCE
IMPROVEMENTS TO THE GATEWAY AT HUTTO DEVELOPMENT

THE STATE OF TEXAS §
 §
CITY OF HUTTO §

TO: THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF HUTTO

The undersigned petitioners (the “*Petitioners*”), acting pursuant to the provisions of Chapter 372, Texas Local Government Code, as amended (the “*Act*”), request that the City of Hutto, Texas (the “*City*”) create a public improvement district (the “*District*”) in the territory described on Exhibit A attached hereto (the “*Land*”) within the extraterritorial jurisdiction of the City, and in support of this petition the Petitioners would present the following:

Section 1. Standing of Petitioners. In compliance with the requirements of Texas Local Government Code, Section 372.005(b), as determined by the current tax roll of the Williamson County Appraisal District, the Petitioners constitute: (i) the owners of taxable real property representing more than 50% of the appraised value of real property liable for assessment under the proposal described herein, and (ii) the record owners of taxable real property that constitutes more than 50% of the area of all taxable real property that is liable for assessment under such proposal. The Petitioners also include the intended successors in interest to certain owners of taxable real property within the area proposed for the District, and who will be responsible for the assessments against the property within the District.

Section 2. General Nature of the Proposed Construction and Maintenance of the Public Improvements. The general nature of the proposed public improvements are: (i) the establishment of parks and open space, together with the design, construction and maintenance of any ancillary structures, features or amenities such as trails, pavilions, community facilities, parking facilities, sidewalks, irrigation, walkways, lighting, benches, trash receptacles and any similar items located therein; (ii) landscaping; (iii) acquisition, construction, and improvement of water, wastewater and drainage facilities; (iv) acquisition, construction and improvement of streets, roadways, rights-of-way and related facilities; (v) entry monumentation and features; (vi) signage; (vii) projects similar to those listed in subsections (i) – (vi) above; and (viii) payment of costs associated with constructing and financing the public improvements listed in subparagraphs (i) – (vii) above, including costs of establishing, administering and operating the District.

Section 3. Estimated Cost and Terms of the Proposed Construction of the Public Improvements. The estimated cost of the proposed construction is \$45,000,000.00 (including issuance and other financing costs).

Section 4. Boundaries. The proposed boundaries of the District are described on Exhibit A attached hereto.

Section 5. Method of Assessment. An assessment methodology will be prepared that will address: (i) how the costs of the public improvements financed with the assessments are assessed against the property in the District, (ii) the assessments to be collected each year, and (iii)

reduction of the assessments for costs savings (pursuant to the annual review of the service plan for the District). Additionally, a report will be prepared showing the special benefits accruing to property in the District and how the costs of the public improvements are assessed to property on the basis of the special benefits. The result will be that equal shares of the costs will be imposed on property similarly benefited.

The assessment methodology will result in each parcel paying its fair share of the costs of the public improvements provided with the assessments based on the special benefits received by the property from the public improvements and property equally situated paying equal shares of the costs of the public improvements.

Section 6. Apportionment of Cost between the City and the District. Approval and creation of the District will not obligate the City to provide any funds to finance the proposed public improvements. All of the costs of the proposed public improvements will be paid by assessments of the property within the District and from other sources of funds, if any, available to the owner of the Land.

Section 7. Management of the District. The City will manage the District, or, to the extent allowed by law, the City may contract with either a non-profit, or a for-profit organization including a Public Facilities Corporation created by the City pursuant to Chapter 303, Texas Local Government Code, to carry out all or a part of the responsibilities of managing the District, including the day-to-day management and administration of the District.

Section 8. Advisory Board. An advisory board may be established by the City Council of the City (the “*City Council*”) and recommend an improvement plan to the City Council.

The signers of this petition request the establishment for the District and this petition will be filed with the City Secretary of the City in support of the creation of the District by the City Council as herein provided.

Date: 08/28/2025

Signature on following page]

PETITIONER:

TIFFANY WOLFE TANKERSLEY 1997
CHILDRENS TRUST

By: [Signature]
Name: JERRY Wolfe
Title: Trustee

THE STATE OF TEXAS

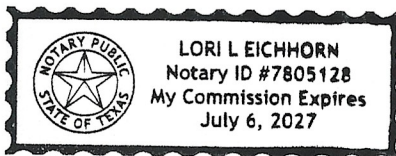
COUNTY OF Williamson

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§

THIS INSTRUMENT is acknowledged before me on this 28 day of August 2025, by Jerry Wolfe, Trustee of the Tiffany Wolfe Tankersley 1997 Childrens Trust, on behalf of said Trust.

Given under my hand and seal of office this 28 day of August, 2025.

(SEAL)



[Signature]
Notary Public, State of Texas

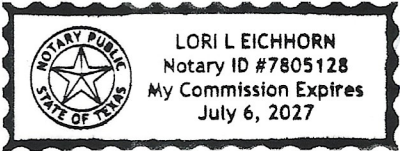
[signatures continue on next page]

PETITIONER:

Steven Wolfe
STEVEN WOLFE

THE STATE OF TEXAS §
COUNTY OF Williamson §

THIS INSTRUMENT is acknowledged before me on this 28 day of August 2025, by Steven Wolfe.
Given under my hand and seal of office this 28 day of August, 2025.

(SEAL)  Lori L. Eichhorn
Notary Public, State of Texas

[signatures continue on next page]

PETITIONER:

Camille C. Wolfe
CAMILLE WOLFE

THE STATE OF TEXAS

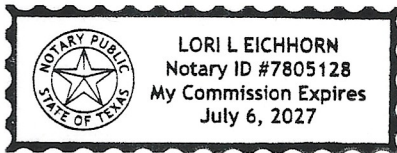
COUNTY OF Williamson

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THIS INSTRUMENT is acknowledged before me on this 28 day of August 2025, by Camille Wolfe.

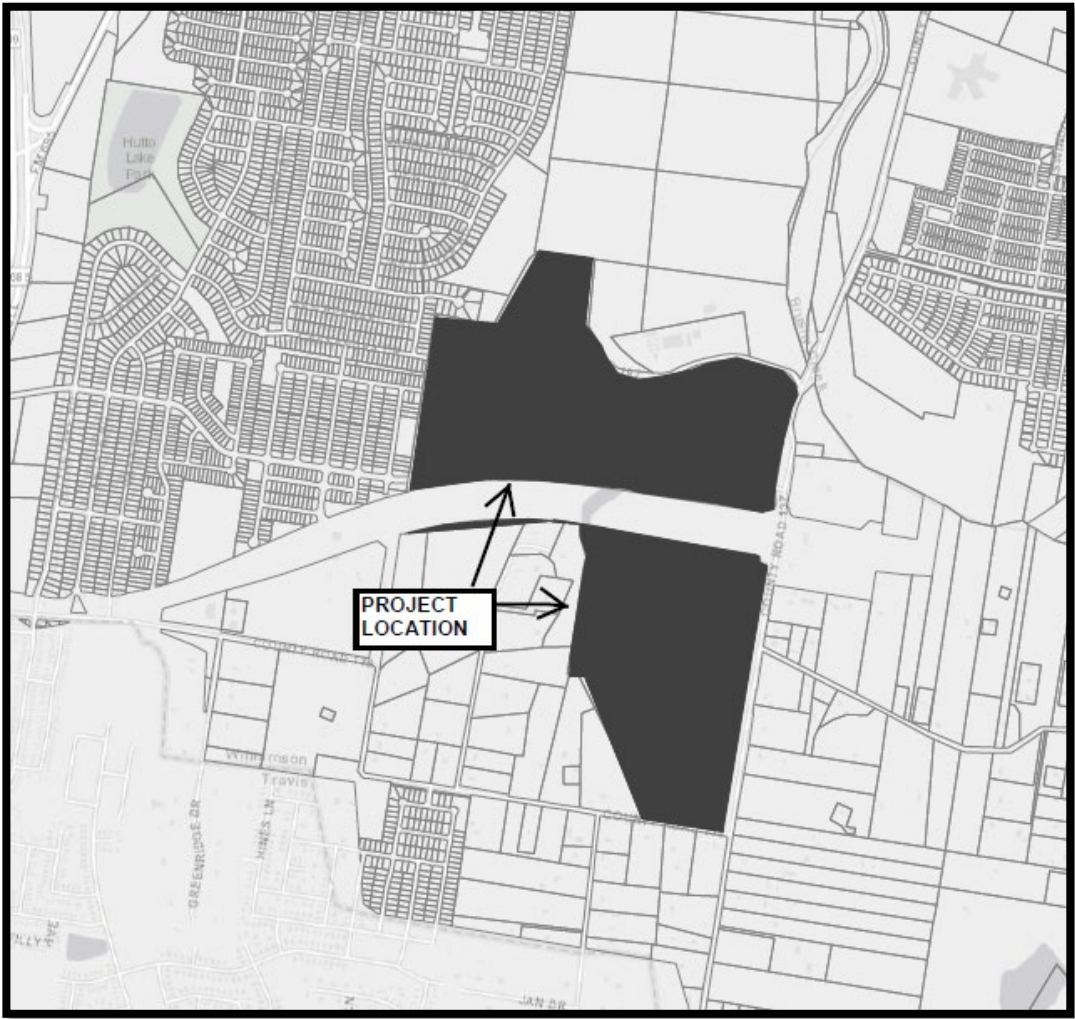
Given under my hand and seal of office this 28 day of August, 2025.

(SEAL)



Lori L. Eichhorn
Notary Public, State of Texas

Exhibit A
Land



AGENDA ITEM REPORT

8.2.



To: City Council
Subject: Conduct a public hearing and consider possible action on Ordinance No. O-2026-046 amending Chapter 18, Article 18.02, Division 2, of the Code of Ordinances, After-School Recreation Program Standards of Care; adopting standards of care for the City's recreation programs for elementary-age children; and providing for: Findings of Fact, Enactment, Repealer, Severability, Effective Date, and Proper Notice & Meeting. (Jeff White)
Meeting: Thursday, September 17, 2026
Department: Parks and Recreation /
Staff Contact: Jeff White

ITEM SUMMARY:

Strategic Priorities

High-Performing City Services

Strategic Initiatives

3A – Performance Management and Accountability

3B – Service Delivery and Access

3C – Workforce and Organizational Capacity

State Requirements

The Texas Human Resources Code, Section 42.041(b)(14), exempts municipalities from state child-care licensing for recreation programs serving youth ages 5-13, provided that the city adopts local standards of care annually. This ensures we can offer high-quality, safe, and well-structured programs for our youth while maintaining local control.

Compliance

The City must adopt these standards by ordinance after a public hearing. The standards, which are communicated to parents, cover:

- Staff-to-participant ratios
- Minimum staff qualifications
- Health, safety, and facility standards
- Procedures for monitoring and enforcement
- Additionally, parents are informed that our programs are not state-licensed and cannot be advertised as a child-care facility.

This annual adoption of the Standards of Care is a critical component for operating key youth

AGENDA ITEM REPORT

8.2.



programs, including our Winter Break, Spring Break, and Summer Camps. The same standards also apply when camp staff provide childcare during City budget workshops.

Ratio and Training

Our programs maintain a maximum staff-to-participant ratio of 15:1, though we often operate at a lower ratio of 12:1 to ensure optimal supervision and engagement. Staff undergo extensive training, covering vital topics such as:

- First Aid and cardiopulmonary resuscitation (CPR)
- Child abuse recognition and reporting
- Leadership development
- Mental health awareness

STAFF RECOMMENDATION:

No changes were made to the 2025 Adopted Standards of Care.
Parks Advisory Board recommended approval at their August 12, 2026 meeting.

FISCAL NOTES:

Fiscal note is not applicable to this item.

ATTACHMENTS:

1. 2026-27 Standards of Care Ordinance
2. 2026-27 Standards of Care
3. Standards of Care Memo

ORDINANCE NO. O-2026-XXX

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS, AMENDING CHAPTER 18, ARTICLE 18.02, DIVISION 2, OF THE CODE OF ORDINANCES TO ADOPT THE ANNUAL STANDARDS OF CARE RELATED TO YOUTH PROGRAMS; AND PROVIDING FOR: FINDINGS OF FACT, ENACTMENT, REPEALER, SEVERABILITY, PUBLICATION, EFFECTIVE DATE, AND PROPER NOTICE AND MEETING.

WHEREAS, the City of Hutto, Texas (the "City"), is a home rule city operating under the laws of its Charter and the State of Texas, by and through its duly elected City Council members; and

WHEREAS, the City Council desires to update the rules and regulations applicable in City parks; and

WHEREAS, the City Council finds certain amendments to the Code of Ordinances are necessary to meet changing conditions and are in the best interest of the City; and

WHEREAS, the City finds that this Ordinance was passed and approved at a meeting of the City Council of the City of Hutto held in strict compliance with the Texas Open Meetings Act at which a quorum of the City Council Members was present and voting; and

WHEREAS, the City Council has determined that all prerequisites to adopt this Ordinance have been met.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS, THAT:

SECTION 1. Findings of Fact: The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

SECTION 2. Enactment: Chapter 18, Article 18.02, Division 2, of the Code of Ordinances of the City of Hutto, is hereby amended to read in accordance with **Attachment A** which is attached hereto and incorporated into this Ordinance for all intents and purposes.

SECTION 3. Repealer: All ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated herein.

SECTION 4. Severability: Should any of the clauses, sentences, paragraphs, sections, or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

SECTION 5. Codification: The City Secretary is hereby directed to record and publish the attached rules, regulations, and policies in the City's Code of Ordinances as authorized by Section 52.001 of the Texas Local Government Code.

SECTION 6. Effective Date: This Ordinance shall take effect immediately after its final passage and any publication in accordance with the requirements of the City of Hutto and the laws of the State of Texas.

SECTION 7. Proper Notice and Meeting: It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

PASSED and APPROVED by the CITY COUNCIL of the CITY OF HUTTO, TEXAS, on the ____ day of _____, 2026, on a vote of ____ AYES; ____ NAYS; and ____ ABSTENTIONS.

(Remainder of Page Intentionally Left Blank)

CITY OF HUTTO, TEXAS

Mike Snyder, Mayor

ATTEST:

Laura Hallmark, City Secretary



**CITY OF HUTTO
PARKS AND RECREATION DEPARTMENT**

HUTTO CODE OF ORDINANCES

**Chapter 18 Streets and Public Places
Article 18.02 Parks and Recreation
Division 2 Standards of Care¹**

§ 18.02.041 Purpose.

The Standards of Care are intended to be minimum standards by which the City of Hutto Parks and Recreation Department will operate its Youth Programs. The programs operated by the City of Hutto Parks and Recreation Department are recreational in nature and are not licensed by the State of Texas as certified daycare programs.

§ 18.02.042 General Administration.

(a) Definitions.

Administrator. City of Hutto Parks and Recreation Director or his or her designee.

Camp Director or Camp Counselor. Any City of Hutto Parks and Recreation Department temporary employee who has been assigned responsibility to implement the City of Hutto Youth Programs.

City. City of Hutto, Williamson County, Texas.

City Council. City Council of the City of Hutto, Williamson County, Texas.

Department. Parks and Recreation Department of the City of Hutto, Williamson County, Texas.

Director. City of Hutto Parks and Recreation Director or department designee.

¹ **Editor's note**—Former division 2 pertaining to the standards of care was amended by Ordinance O-2024-064 adopted 10/3/2024. Prior to the amendment, this division derived from the following: Ordinance O-2022-042 adopted 9/1/2022; Ordinance O-2023-043 adopted 9/7/2023.

Parent(s). A parent or guardian who has legal custody and authority to enroll a child in the City of Hutto Youth Programs.

Participants. Youth whose parents have completed all required registration procedures and who has been determined to be eligible for the City of Hutto Youth Programs.

Program Employees. Both Program Employees Minor and Program Employees Adult.

Program Employees Adult. A person aged 18 or over who has been employed by the City of Hutto and has been assigned responsibility for managing, administering, or implementing some portion of the City of Hutto Youth Programs.

Program Employees Minor. A person up to and including the age of 17 who has been employed by the City of Hutto and has been assigned responsibility for managing, administering, or implementing some portion of the City of Hutto Youth Programs.

Program Manual. A notebook of policies, procedures, required forms, and organizational and programming information relevant to the City of Hutto's Youth Programs.

Program Site. Any area or facility where the City of Hutto Youth Programs are held.

Recreation Coordinator. City of Hutto Parks and Recreation Department full-time Programmer who has been assigned administrative responsibility for the City of Hutto Youth Programs.

Youth. A person who is not less than five years of age and not more than twelve years of age.

Youth Program(s) or Program. City of Hutto Youth Programs operated by the City of Hutto. Other programs may be subsequently designated by the City of Hutto. These programs are not child-care facilities.

(b) Organization.

- (1) Implementation of the Youth Programs Standards of Care is the responsibility of the Department.
- (2) Youth Programs ("Program") to which these Standards of Care apply are the programs currently operated by the City of Hutto. Other programs may be subsequently designated by the City of Hutto.

- (3) Each of the Program Sites will have a current copy of the Standards of Care available for the public and staff review.
- (4) A current copy of the Standards of Care is available for viewing on the City of Hutto's website.
- (5) Criminal background checks will be conducted on prospective Program Employees Adult. Criminal background checks may, upon parental or guardian consent, be conducted on Program Employees Minor in accordance with State and Federal law. If results of the criminal background checks indicate that an applicant has been convicted for any of the following offenses, the applicant shall not be considered for employment:
 - (A) A felony or a misdemeanor classified as an offense against a person or family;
 - (B) A felony or misdemeanor classified as public indecency; and/or
 - (C) Any offense that would potentially put the City of Hutto or Participants of the Program at risk, as determined by the Administrator.
- (6) In addition, a nationwide check of databases for the Sex Offender Registration Program will be conducted on prospective Program Employees Adult. Such checks may, upon parental or guardian consent, be conducted on Program Employees Minor in accordance with State and Federal law. If the results of the check indicate that an applicant is a registered sex offender, the applicant shall not be considered for employment.

(c) Objective of Youth Programs.

- (1) To provide Participants with the opportunity of recreational activities which may include sports, games, arts and crafts, education, dance, drama, special events, field trips, etc.
- (2) To provide an encouraging atmosphere by emphasizing the positive development of physical skills, emotional development, and growth of self-confidence.
- (3) To provide a safe environment by promoting good health and welfare for all Participants.
- (4) To teach Participants how to spend leisure time wisely in an effort to meet their emotional, physical, and social needs.

(d) Inspections/Monitoring/Enforcement.

- (1) The Recreation Coordinator will conduct an inspection in May of each year of each Program Site.

- (2) Complaints regarding enforcement of the Standards of Care will be directed to the Recreation Coordinator. The Recreation Coordinator will be responsible for taking the necessary steps to resolve the problems. Complaints regarding the enforcement of the Standards of Care and their resolution will be recorded by the Recreation Coordinator and forwarded to the Director. The complaint and the resolution will be noted.
 - (3) The Director will provide an annual written report to the City Council on the overall status of the Youth Programs.
- (e) **Enrollment.** Before a Participant may be enrolled, a Parent must complete registration forms that contain the following:
- (1) Participant's name, age, address, and phone number;
 - (2) Parents' names, addresses, email addresses, and phone numbers available during program hours;
 - (3) The name and telephone number of the person that can be reached in case of an emergency if the Parent cannot be reached;
 - (4) A statement of the Participant's special needs;
 - (5) A list of medications the Participant is taking;
 - (6) A statement of the Participant's allergic reactions;
 - (7) Signed liability waiver and the release forms for the Program;
 - (8) Acknowledgment that the Parent has been informed and understands that the Program is not licensed by the state.
- (f) **Suspected Abuse or Neglect.**
- (1) Program Employees shall immediately report suspected child abuse or neglect to the Texas Department of Family and Protective Services, in accordance with the Texas Family Code, telephone number, 1-800-252-5400. If there is an emergency, Program Employees shall call 911 first, then the hotline number.
 - (2) Program Employees shall also report suspected child abuse or neglect to the Recreation Coordinator.

- (3) Program Employees will receive information related to child abuse and neglect identification and prevention, and how to report suspected abuse and neglect.
- (4) In a situation where a Program Employee is involved in an incident with a child that could be considered child abuse, the incident shall immediately be reported to the Director.

§ 18.02.043 Staffing — Responsibilities and Training.

(a) Recreation Coordinator Qualifications.

- (1) Recreation Coordinator will be a full-time, professional employee of the Department.
- (2) Must meet the minimum education/experience requirements for employment with the City of Hutto to plan and implement recreation activities.
- (3) Must be able to pass a background investigation, including testing for illegal substances.
- (4) Must have current certification in First Aid, Cardio Pulmonary Resuscitation (CPR) Adult and Child, and Automated External Defibrillator (AED). These certifications must be from a nationally recognized certifying organization, i.e., American Heart Association or American Red Cross.
- (5) Must complete the City of Hutto mandatory training.

(b) Recreation Coordinator Job Functions.

- (1) Coordinator is responsible for administering the Youth Program's daily operations in compliance with the Standards of Care.
- (2) Coordinator is responsible for hiring, supervising, and evaluating Camp Directors and Camp Counselors.
- (3) Coordinator is responsible for planning, implementing, and evaluating programs.
- (4) Coordinator maintains supplies, equipment, and all necessary documentation for the operation of the Youth Programs.
- (5) Coordinator must know and follow all Program Manual standards, policies, and procedures that apply to Youth Programs.

(c) Camp Directors and/or Camp Counselors Qualifications.

- (1) Camp Directors/Counselors will be temporary employees of the City of Hutto Parks and Recreation Department.
- (2) Camp Directors/Counselors shall consistently exhibit competency, good judgment, and self-control when working with children.
- (3) Camp Directors/Counselors must relate to children with courtesy, respect, tolerance, and patience.
- (4) Camp Directors/Counselors must pass a background investigation, including testing for illegal substances. Any illegal-substance testing for Program Employees Minor will be conducted in accordance with State and Federal law.
- (5) Must complete the City of Hutto mandatory training.

(d) Camp Directors/Counselors Job Functions.

- (1) Camp Directors/Counselors will assist in leading activities that provide opportunities for the involvement of all Participants on an equal basis.
- (2) Camp Directors/Counselors must exhibit enthusiasm for the activity to impart a feeling of excitement to the Participants.
- (3) Camp Directors/Counselors will promote a non-competitive, positive, image-enhancing environment for each Participant through the direction of fun, varied, and well-organized activities.
- (4) Camp Directors/Counselors will be responsible for picking up the areas used by their group after each activity.
- (5) Camp Directors/Counselors must be physically present with Participants at all times while they are in the Youth Program.
- (6) Camp Directors/Counselors ensure that Participants are released only to Parents or an adult designated by the Parents.
- (7) Camp Directors/Counselors must know and follow all Program Manual standards, policies, and procedures that apply to Youth Programs.

(e) Training/Orientation.

- (1) The Department is responsible for ensuring Program Employees have the necessary training to conduct the Youth Programs in accordance with the Standards of Care.
- (2) Program Employees must be competent with the Standards of Care as adopted.
- (3) Program Employees will be trained in appropriate procedures to handle emergencies.
- (4) Program Employees will be trained in areas including City, Departmental, Division, and Program standards, policies, and procedures; provision of recreation activities; safety issues; and organization.
- (5) Program Employees shall be certified in First Aid, Cardio Pulmonary Resuscitation (CPR) Adult and Child, and Automated External Defibrillator (AED)

§ 18.02.044 Operations

- (a) Staff-Participant Ratio.** The maximum Participant-to-employee ratio will be 15 to 1, based on the age of the Participants and average daily attendance.

(b) Notification.

- (1) Parents must be notified immediately when Program Employees are aware of the following:
 - (A) Participant is injured;
 - (B) Participant has vacated the Program Site; or
 - (C) Participant has a sign or symptom requiring exclusion from the Program Site (i.e., communicable disease, fever, and/or illness).
- (2) Parents must be notified immediately if there is an outbreak of any communicable disease.

(c) Discipline.

- (1) Program Employees will follow and implement discipline and guidance in a consistent manner, based on the best interests of Participants.
- (2) There will be no cruel or harsh punishment or treatment. Examples of such include, but are not limited to:

- (A) Using physical punishment or any action administered to the body such as, but not limited to, rough handling or forcing Participant(s) to assume an uncomfortable position.
 - (B) Restraining movement by tying, enclosing in a confined space, shaking, or using exercise as punishment.
 - (C) Being verbally or physically abusive, including, but not limited to, threats, belittling remarks, humiliation, embarrassment, or frightening a Participant.
 - (D) Giving any Participant the authority to punish another Participant.
 - (E) Placing a Participant out of visual/hearing range, in the dark, or in an unventilated area.
 - (F) Punishing a Participant for a toileting accident.
 - (G) Taunting a Participant by mocking or any other form of jeering.
- (3) Program Employees may use brief, supervised separation of the Participant from the activity if necessary.
 - (4) As necessary, Program Employees will initiate discipline reports to the Parents of Participants. Parents will be asked to sign discipline reports to indicate they have been advised about a specific problem or incident. A sufficient number and/or severe nature of discipline report(s) may result in a Participant being suspended from the Youth Program.
 - (5) Participants will be removed from the Program Site as soon as possible in instances of danger to other Participants or Program Employees.
 - (6) Participants creating a nuisance, causing a disturbance, or creating an unsafe environment at any Program Site will be subject to ejection and possible arrest and legal action.
- (d) Programming.**
- (1) Program Employees will provide activities for each group based on ages, interests, and abilities.
 - (2) Activities will be appropriate to Participants' health, safety, and well-being.
 - (3) Activities will be flexible and promote emotional, social, and mental growth.

(e) Communication.

- (1) Each remote Program Site will have a cell phone available to allow the Program Site to be contacted by Parents or for making emergency telephone calls.
- (2) The Program Site will post the following telephone numbers visible to all Program Employees:
 - (A) City ambulance or emergency medical services.
 - (B) City Police Department.
 - (C) City Fire Department operated separately as the Williamson County Emergency Services District Number 3.
 - (D) Department Offices.
 - (E) Numbers at which Parents/Guardians may be reached.
 - (F) Poison control.
 - (G) The telephone number for the Program Site itself.

(f) Transportation.

- (1) Program Employees will be attentive and considerate of the Participants' safety during any transportation provided by the Youth Program.
- (2) During field trips, Program Employees will have authorization for emergency medical care and emergency contact information for each Participant.
- (3) Program Employees will have a written list of the Participants in the group and will check the roll frequently, specifically before departure to and from the destination.
- (4) First aid supplies and first aid and emergency guide will be available in all Youth Program vehicles that transport Participants.
- (5) Seatbelts will be worn if provided.
- (6) Participants will be oriented to the expected behavior and safety rules.

§ 18.02.045 Facility Standards.

(a) Safety.

- (1) Program Employees will inspect Program Sites daily to detect sanitation and safety concerns that might affect the health and safety of the Participants.
- (2) Buildings, grounds, and equipment on the Program Site will be inspected, cleaned, repaired, and maintained to protect the health and safety of the Participants.
- (3) Program Site equipment and supplies will be safe for the Participants to use.
- (4) Program Employees will have first aid supplies available at each Program Site in a designated location, during transportation, and for the duration of any off-site activity.

(b) Fire.

- (1) In case of fire, the danger of fire, explosion, or other emergencies, Program Employees' first priority is to evacuate the Participants to a designated safe area.
- (2) The Program Site will have an annual fire inspection.
- (3) Each Program Site must have at least one (1) fire extinguisher.

(c) Health Illness or Injuries.

- (1) Illness or Injuries will be handled in a manner to protect the health and safety of all Participants and Program Employees. Emergency responders will be notified in the event of an injury that cannot be remedied through basic first aid. An accident report shall be completed and forwarded to the Recreation Coordinator.
- (2) Participants having a fever of 100 degrees or more will not be allowed back into the Program for a minimum of 24 hours. Participants will not be allowed to attend if they are suspected of having a temperature and/or accompanied by behavior changes or other signs or symptoms until a medical evaluation indicates that the Participant can return to the Youth Program.
- (3) A Participant who is considered to be a health or safety concern to others will not be admitted to the Youth Program.
- (4) Program Employees will follow plans to provide emergency care for injured Participants or for Participants with symptoms of an acute illness.

- (5) Program Employees will follow the recommendation of the Texas Department of State Health Services concerning the admission or readmission of any Participant after a communicable disease.
- (6) Should Program Employees suspect that a Participant may have a communicable disease (pink eye, lice, ringworm, strep throat, etc.), the Parent will be asked to pick up the Participant immediately. A doctor's note may be required before the Participant may return to the Program.

(d) Medications.

- (1) Medications are considered to be any pills, liquids, inhalers, sprays, eye drops, ear drops, cough drops, or topically applied creams or ointments that are expected to relieve symptoms.
- (2) Only medications that cannot be given at home will be given during Youth Program hours.
- (3) Written permission from a Parent is required for a Participant to carry and self-administer medications. Program Employees may require renewal of the written permission at any time. Only insulin, asthma reliever inhalers, or emergency epinephrine will be allowed as self-carry medications. All other medications must be turned in and administered by the Department.
- (4) Only a one-day supply of medication will be accepted each day.
- (5) Intramuscular injections (IM) will only be administered by the Department in life-threatening situations per physician emergency action plans. Injections, intravenous (IV) medications, rectal medications, and medications that require special knowledge, skills, or training to administer will not be administered by Department staff. Should these be necessary, a Parent must contact the Department at least 21 days prior to the start of the program so arrangements for proper medication administration can be made.
- (6) Prescription and over-the-counter medication must be in the original labeled pharmacy container and will be administered in compliance with the prescription instructions printed on the label.
- (7) Expired medications will not be administered.

(e) Toilet Facilities.

- (1) The Program Site will have inside toilets located and equipped so Participants can use them independently and Program Employees can supervise as needed.
- (2) There must be at least one flush toilet for every thirty (30) Participants. Urinals may be counted in the ratio of toilets to Participants but must not exceed fifty percent (50%) of the total number of toilets.
- (3) An appropriate and adequate number of lavatories will be provided.

(f) Sanitation.

- (1) The Program Site must have adequate light, ventilation, and heat.
- (2) The Program Site must have an adequate supply of water, meeting the standards of the Texas Department of State Health Services for drinking water, and ensure that it will be supplied to the Participants in a safe and sanitary manner.
- (3) Garbage will be removed from Program Sites daily.

(g) Participants.

- (1) Every reasonable accommodation will be made to address special needs Participants.
- (2) All Participants must wear closed-toed or tennis shoes daily, unless the Participant is in the swimming pool or participating in an activity that requires no shoes to be worn.
- (3) Participants must respect the Program Employees, Program Site, and each other.



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Jeff White, Director of Parks and Recreation

SUBJECT: 2025-2026 Standards of Care Report

Dear Honorable Mayor and Members of the City Council,

The 2026 camp season was a resounding success, and I am proud to provide a recap of our programs. I am pleased to report that we had zero issues or concerns related to the adopted Standards of Care. Our goal continues to be offering enriching, safe, and engaging opportunities for the youth in our community, ensuring they have access to high-quality recreational experiences that support both their development and the needs of our working families.

Program Overview:

Winter Break Camp

December 29-January 2 (No Camp January 1)

Registrations: 45 campers (14 waitlisted)

Spring Break Camp

March 17-21

Registrations: 67 campers (13 waitlisted)

Summer Camp

June 1-August 7

Registrations for Ages 5-8: 739 campers (594 waitlisted)

Registrations for Ages 9-12: 458 campers (364 waitlisted)

Survey Feedback

At the end of each week, we distribute a participant survey. Below is a summary of the results.

1. How would you rate the summer camp?

Families overwhelmingly rated camp 5 out of 5.

The few 4-ratings were associated with isolated issues.

Overall trend: Extremely positive.

2. How would you rate the camp fees?

Most families rated fees 5 out of 5, with occasional 4s and very few 3s.

Parents repeatedly praised affordability and value.

Overall trend: Very positive and viewed as fair.

3. How would you rate your interaction with staff?

This is the highest-scoring category, with the vast majority being 5 out of 5.

Comments consistently highlighted staff professionalism, warmth, and enthusiasm.

A few notes mentioned fatigue at pickup or missed medication timing.

Overall trend: Outstanding staff performance.

4. How do you rate our technology (registration, communication, surveys)?

Most ratings were 4-5, with a few 3s.

Key themes:

- Occasional unclear emails
- Desire for centralized information (website/app)
- A few issues accessing tuition payment links

5. Additional Feedback Themes

Parents consistently shared positive comments:

- Field trips ("magical," "best part," "kids LOVE them")
- Weekly themes
- Friendly staff
- Organization of the camp
- Safety
- The joy kids show arriving each morning

Suggestions:

- Clearer communication before each week
- Better medication tracking (one reported incident)
- More camp spots to reduce waitlists
- Pickup efficiency
- Later field trip departures

6. Would you recommend our summer camp to a friend?

Summary:

Over 95% said YES.

The few “No” responses were almost always due to reasons unrelated to camp quality (e.g., limited camp spots).

Overall Program Insight

Strengths

- Staff performance is exceptional
- Program content, themes, and field trips are beloved
- Very high satisfaction across all weeks
- High repeat participation and referrals
- Strong sense of safety, organization, and community trust

Opportunities

- Clarify communication (weekly prep email, survey language)
- Improve medication documentation workflow
- Consider expanding capacity (demand is very high)
- Explore drop-off/pickup efficiency solutions
- Centralize program information on a webpage or app

Staff Training and Safety:

In 2026, we had a dedicated team of 39 staff members (23 returning, 16 new). All team members completed extensive training to ensure a safe, supportive, and developmentally appropriate environment.

External trainings:

- Child abuse recognition from Children’s Advocacy Center
- Swimming and drowning from Kahalari
- Bus safety from Hutto ISD

American Camp Association:

- Aquatic Safety in the pool
- Day camp supervision
- Field Trips off-site
- Playground safety
- Supporting individuals with Autism
- Bullying Prevention
- Managing difficult camp behavior
- Quirky Kid

Internal trainings:

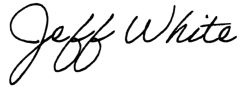
- CPR, AED, and First Aid certifications
- Human Resources onboarding
- Role playing scenarios
- Policies and safety protocols

Looking Ahead to 2027:

We're excited about the possibility of expanding our camps and remain committed to strengthening our programs through enhanced educational components, improved accessibility, and continued emphasis on safety and quality across all operations.

Thank you for your continued support of the Parks and Recreation Department and the programs we provide for Hutto's youth.

Sincerely,

A handwritten signature in black ink that reads "Jeff White". The signature is written in a cursive, flowing style.

Jeff White
Director of Parks and Recreation
Hutto Parks and Recreation Department

CC: James Earp

AGENDA ITEM REPORT

9.1.



To: City Council
Subject: Consideration and possible action on Resolution No. R-2026-182 authorizing the City Manager to execute a Master Services Agreement with Freese and Nichols, Inc. for third-party construction inspection services as one of the most qualified respondents to the City's RFQ. (Kate Moriarty)
Meeting: Thursday, September 17, 2026
Department: City Manager /
Staff Contact: Kate Moriarty

ITEM SUMMARY:

The City issued a Request for Qualifications (RFQ) for on-call third-party construction inspection services with the intent of establishing contracts with qualified firms to provide construction inspection services on an as-needed basis.

As the City's Capital Improvement Program continues to expand, the demand for construction inspection services has increased significantly. While City staff remain the primary resource for construction oversight, there are periods where multiple active construction projects require simultaneous inspection. During these times, staff are unable to remain onsite for the duration of critical activities because of other required site visits.

The use of on-call third-party construction inspection services will provide the City with additional resources during high workloads, helping to ensure that infrastructure is constructed in accordance with approved plans, specifications, and applicable standards. Adequate inspection during construction protects the City's infrastructure investments by identifying issues as they occur, reducing the potential for rework, construction defects, or uncertainty regarding compliance with project requirements.

These contracts are intended to supplement City staff when necessary and will not replace routine inspection efforts performed by City personnel. Services will be utilized only when workload demands or project complexity warrant additional inspection resources. Additionally, the provision of this contract is also intended to support the response to our Gallup questions, "I have the materials and equipment I need to do my job."

Following the qualifications-based selection process, Freese and Nichols, Inc. was determined to be one of the most qualified firms and is recommended for award of an on-call professional services agreement.

STAFF RECOMMENDATION:

Staff recommends approval for the award of an on-call professional services agreement.

AGENDA ITEM REPORT

9.1.



FISCAL NOTES:

Funds are included in the FY 2027 Budget for this service as follows:

General Fund (10)

Account Number: 10-030-021-6405

Account Name: Professional Services

FY 2027 Budget: \$100,000

ATTACHMENTS:

1. 2026_8_26 RES_FNI_3rdPartyInspection
2. Hutto-FNI MSA - Executed by FNI NEW
3. NOIA FNI - Executed
4. FREESE & NICHOLS SOQ
5. FREESE & NICHOLS ORI
6. COI-City of Hutto-10.23.2026-On-Call Third party Construction Inspection Services Master Agreement
7. Form 1295 - Freese and Nichols 3rd party const. insp_Redacted

RESOLUTION NO. R-2026-###

A RESOLUTION OF THE CITY OF HUTTO, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A MASTER SERVICES AGREEMENT WITH FREESE AND NICHOLS, INC. FOR THIRD PARTY CONSTRUCTION INSPECTION SERVICES; PROVIDING FOR MUNICIPAL OVERSIGHT AND COMPLIANCE; PROVIDING PROPER NOTICE & MEETING; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Hutto, Williamson County, Texas (the “City”), is a home rule city operating under the laws of its Charter and the State of Texas, by and through its duly elected City Council Members; and

WHEREAS, the City of Hutto issued a Request for Qualifications (“RFQ”) seeking qualified firms to provide third-party construction inspection services for capital projects; and

WHEREAS, Freese and Nichols, Inc. was evaluated and qualified based on demonstrated expertise, experience with municipal infrastructure construction, and the ability to support the City’s inspection needs; and

WHEREAS, the City Council finds it in the best interest of the City to engage Freese and Nichols, Inc. through a Professional Services Agreement to perform third-party construction inspection services for upcoming capital improvement projects, ensuring quality control, compliance, and timely oversight of construction activities.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS, THAT:

SECTION 1: The findings set forth in the recitals of this Resolution are hereby found to be true and correct and are hereby adopted as findings of the City Council and are incorporated into the body of this Resolution as if fully set forth herein.

SECTION 2: The Hutto City Council hereby approves and authorizes the City Manager to execute the Professional Services Agreement, attached hereto as Attachment A, with Freese and Nichols, Inc. for third-party construction inspection services.

SECTION 3: The City Manager is hereby authorized to take all actions necessary to implement the terms and intent of this Resolution and the Professional Services Agreement, including ensuring compliance with applicable City policies, procedures, and project requirements.

SECTION 4: The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

SECTION 5: This Resolution shall take effect immediately upon its passage.

PASSED AND APPROVED by the CITY COUNCIL of the CITY OF HUTTO, on the 1 of October, 2026, on a vote of ____ AYES; ____ NAYS; and ____ ABSTENTIONS.

(Remainder of page intentionally left blank.)

CITY OF HUTTO, TEXAS:

Mike Snyder, Mayor

ATTEST:

Laura Hallmark, City Secretary

Exhibit A



EXHIBIT "A" FORM MSA

**ON-CALL THIRD-PARTY CONSTRUCTION INSPECTION SERVICES MASTER
SERVICES AGREEMENT**

BETWEEN THE CITY OF HUTTO AND Freese & Nichols, Inc.

**THIS ON-CALL THIRD-PARTY CONSTRUCTION INSPECTION SERVICES MASTER
SERVICES AGREEMENT**, (the "Agreement"), is executed this ____ day of _____, 2026
by and between the City of Hutto, Texas (the "City") and Freese & Nichols, Inc. ("the Consultant").

RECITALS

The City and Freese & Nichols, Inc. desire to set forth the general terms and conditions whereby Freese & Nichols, Inc., a Texas Corporation or an affiliated company thereof will be engaged to provide professional consulting services on one or more City of Hutto construction projects with respect to each engagement (the "Project"), with the specifics of each engagement to be set forth in an executed Individual Project Order ("IPO"). If the IPO is executed by an affiliated company of Freese & Nichols, Inc. the IPO shall incorporate the terms and conditions of this Agreement as if the affiliated company were a Party to this Agreement. As used herein, "Consultant" shall refer to Freese & Nichols, Inc. or an affiliated company executing an IPO. Consultant shall provide a list of affiliated companies to the City and keep that list current through the life of this Agreement, including any extension hereof.

AGREEMENT

(1) Scope of Services and Additional Services Agreement.

The undertaking of the Consultant to perform professional services under this Agreement extends only to the services and costs set forth in Attachment "A" and/or a specific IPO as to any specific Project ("the Services"). However, if requested in writing by the City and agreed in writing by the Consultant, the Consultant shall perform Additional Services not to exceed Fifty Thousand Dollars, (\$50,000.00), which shall be governed by this Agreement unless otherwise agreed to in writing in an Additional Services Agreement approved by the Hutto City Council. The City shall pay the Consultant for the performance of any Additional Services an amount based upon the Consultant's then-current hourly rates plus an amount to cover certain direct expenses attributable solely to a Project for Additional Services including telecommunications, in-house reproduction, postage, supplies, project-related computer time, and local mileage. Other direct expenses will be billed at 1.00-times cost (passed through without markup). All Additional Services shall be in writing and subject to 6(e). Non-



EXHIBIT "A" FORM MSA

Appropriation and Fiscal Funding. The City Manager or designee shall have the authority to execute the IPO and Additional Services Agreement provided that funds are available and budgeted in Fiscal Year 2026/2027 and 2027/2028.

(2) City's Responsibilities.

In addition to other responsibilities imposed on the City elsewhere in this Agreement or imposed by law, the City shall have the following responsibilities:

- a) Designate in writing a person to act as the City's representative with respect to the Services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, and make or interpret the City's decisions other than changes in the scope of Services, expiration date of this Agreement, authorization of an IPO, or changes in payment terms.
- b) Provide to Consultant all criteria and full information as to the City's requirements, objectives, and expectations for the Project, including all numerical criteria that are to be met and all standards of development, design, or construction.
- c) Assist Consultant by placing at its disposal all available information pertinent to the Project including previous reports and any other data relative to studies, design, or construction or operation of the Project.
- d) Furnish the following to Consultant, as required for performance of Consultant's Services (except to the extent provided otherwise in the relevant IPO):
 - (1) data prepared by or services of others, including without limitation borings, probings, subsurface explorations, hydrographic surveys, laboratory tests, inspection of samples, materials, and equipment;
 - (2) appropriate professional interpretations of all of the foregoing from a duly licensed and/or registered professional qualified to render such interpretation if licensure or registration is required by law;
 - (3) environmental assessments and impact statements;
 - (4) property, boundary, easement, right-of-way, topographic and utility surveys;
 - (5) property descriptions;
 - (6) any zoning, deed, and other land use restrictions; and
 - (7) other special data or consultations; all of which Consultant may use and rely upon.
- e) Provide Consultant with surveys necessary to establish reference points for construction (except to the extent provided otherwise in the relevant IPO).



EXHIBIT "A" FORM MSA

- f) Arrange for access to and make all commercially reasonable provisions for the Consultant to enter upon public and private property as required for the Consultant to perform Services, unless acquiring an easement in or commencing any condemnation of private property would be necessary to obtain access.
- g) Examine, review, and opine on, or cause be examined, reviewed, and opined on by a duly licensed and/or registered professional qualified to render such examinations, reviews, and opinions, if licensure or registration is required by law, all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the Consultant, obtain advice of an attorney, insurance counselor and other consultants as the City deems appropriate for such examination, review, and opinion, and render in writing decisions pertaining thereto within a reasonable time so as not to unreasonably delay Consultant Services. The Consultant shall have no liability to the City for delays resulting from City's failure to review documents reasonably promptly unless the delay is due to defects or omissions in the Consultant's submissions.
- h) Furnish approvals and permits for all government authorities having jurisdiction and permits for all government authorities having jurisdiction over the Project to the extent the City is entitled to such approvals and permits, and such approvals and consents from others as may be necessary for the completion of the Project, if available on commercially reasonable terms.
- i) Provide or cause to be provided by qualified professionals to Consultant such accounting, independent cost estimating and insurance consulting as the City may require.
- j) Attend and/or facilitate the pre-construction conferences, construction progress and other job-related meetings and substantial completion inspections and final payment inspections.
- k) Give prompt written notice to the Consultant whenever the City observes or otherwise becomes aware of any development that affects the scope, timing, or payment of or for Consultant's services, or any defect or nonconformance in any aspect of the Project, without prejudice to the Consultant's duty to notify the City's representative of such.
- l) Follow appropriate City procedures to request the City to bear all costs incidental to compliance with the requirements of this paragraph.

(3) Consultant's Rights and Responsibilities

In addition to other responsibilities described in this Agreement or imposed by law, the Consultant shall have the following responsibilities:



EXHIBIT "A" FORM MSA

a) Independent Contractor.

Consultant is an independent contractor, and is not the City's employee. Consultant's employees or subcontractors are not the City's employees. This Agreement does not create a partnership, employer-employee, or joint venture relationship. No party has authority to enter into contracts as agent for the other party. Consultant and the City agree to the following rights consistent with an independent contractor relationship:

- (1) Consultant has the right to perform services for others during the term hereof.
- (2) Consultant has the sole right to control and direct the means, manner and method by which Services required by this Agreement will be performed.
- (3) Consultant has the right to hire subcontractors, or to use its employees to provide the Services required by this Agreement.
- (4) Consultant or its employees or subcontractors shall perform Services required hereunder, and the City shall not hire, supervise, or pay assistants to help Consultant.
- (5) Neither Consultant, its employees, nor its subcontractors shall receive training from the City in skills necessary to perform services required by this Agreement.
- (6) City shall not require Consultant or its employees or subcontractors to devote full time to performing the Services required by this Agreement.
- (7) Neither Consultant, its employees, nor its subcontractors are eligible to participate in any employee pension, health, vacation pay, sick pay, workers compensation, or other employee benefit plan of the City.

b) Give prompt written notice to the City's representative whenever the Consultant observes or otherwise becomes aware of any development that affects the scope, timing, or payment of or for Consultant's services, or any defect or nonconformance in any aspect of the Project, without prejudice to the City's duty to notify the Consultant of such.

(4) Period of Services.

- a) This Agreement expires on the end of the sixth calendar month following final acceptance by the City of all Projects procured under this Agreement unless the Parties agree in writing before said expiration date to a different expiration date.



EXHIBIT “A” FORM MSA

- b) The provisions of this section and the rates of compensation for the Consultant provided for elsewhere in this Agreement have been agreed to in anticipation of conditions permitting orderly and continuous progress of the Projects through completion of the Consultant's Services. The Consultant shall begin work timely on each IPO after receipt of a fully executed copy of the IPO in question. The times for performance shall be extended, and compensation increased, as necessary for periods of suspension or delay resulting from circumstances the Consultant does not control. If such suspension or delay extends for more than six months (cumulatively), the rates of compensation in this Agreement and the IPO shall be renegotiated.

(5) Compensation for Services.

- a) The Consultant's compensation shall be computed on the basis set forth herein, unless otherwise stated in the IPO.
- b) The City shall pay the Consultant an amount based upon the Consultant's latest hourly rates as reported in the latest written schedule to be provided by the Consultant of employee rates by name or title who is to participate in providing Services, (the “Schedule”) or unless otherwise stated in an IPO.
- c) City’s non-allowable reimbursement list. Only when and only to the extent that any such may be authorized by City in writing, the Consultant shall be entitled to reimbursement at actual incurred cost for services and related expenses for the following items, and for no other expenses:

- (1) Travel outside Austin Metropolitan Service Area (AMSA) only if approved in writing by City prior to such travel. Reimbursement for travel costs will be limited to costs directly associated with performance of Service under the Agreement. Travel costs are limited to the applicable mileage and per diem rates set annually by the Federal Government’s General Services Administration. Consultant shall provide detailed receipts for all reimbursable charges. Travel expenses, if any, shall be negotiated with each Task Order issued. City does not pay for Consultant’s travel within AMSA.

- (2) Mailing, courier services and copies of documents requested by City in writing in excess of the copies are to be provided under Section 5 of this Agreement. These costs, if any, shall not exceed the amount noted herein, without further prior written approval of City. Consultant shall bear these costs. Except to the extent so approved.



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- (3) Preparation, production, reproduction, and transmittal of graphics, physical models, presentation boards requested by City in writing in excess of the hard copies to be provided under Section 5 of this Agreement. These costs shall not exceed the amount noted herein without prior written approval of City. Consultant shall bear these costs unless agreed to, except to the extent so approved.
 - (4) City does not allow a markup on any of the above reimbursable items and only will reimburse approved hard costs incurred.
 - (5) As an exception to the method for notice, provided in writing described in Section 5, this may be transmitted via electronic mail to the parties' respective email addresses to be designated in an applicable Task Order.
 - (6) Such other reimbursable services and/or expenses as may be expressly provided as being reimbursable in Individual Task Orders but only for the specific Project authorized by any such Task Order. Any such authorization shall not establish precedent, course of dealing, or other implied authorization for reimbursable items for any other Project.
 - d) **Sub-Consultant Work.** City will not pay a markup to Consultant for Sub-Consultant work.
 - e) If the Consultant's compensation is on an hourly labor fee basis, estimated fees and expenses may be set forth in the IPO in question or Schedule. Services undertaken or expenses incurred by the Consultant exceeding any estimates set forth in the IPO shall not be the liability of the City.
- (6) Prompt Payment Act.
- a) In accordance with Texas Government Code Chapter 2251 (the "Prompt Payment Act"), invoices shall be submitted periodically for services performed and expenses incurred. Payment of each invoice will be due within thirty (30) days of receipt and should include the invoice number and project number. Interest will be added to accounts not paid within thirty (30) days of the City's receipt of Consultant's invoice at the rate provided for by the Prompt Payment Act beginning on the 31st day. If the City fails to make any payment that is not disputed with the above timeframe as provided for in the Prompt Payment Act, the Consultant may, after giving notice to the City, suspend services and withhold deliverables until all amounts due are paid in full. Due dates and interest assessments for payment will



EXHIBIT "A" FORM MSA

be adjusted to conform to any relevant future amendments or supersession of the Prompt Payment Act.

- b) If the City relies on payment or proceeds from a third party to pay Consultant, and City does not pay Consultant's invoice within sixty (60) days of receipt, Consultant may communicate directly with such third party to secure payment.
- c) If the City disputes any charge in an invoice, the City shall notify the Consultant in writing providing the details of the dispute within twenty-one (21) days of receipt of the invoice. If the City disputes a portion of the invoice, payment for the undisputed portion shall be due in accordance with paragraph 6(a).
- d) If the Consultant initiates legal proceedings to collect payment to the prevailing Party may recover its actual and reasonable attorneys' fees, experts' fees, and court costs.
- e) Non-appropriation and Fiscal Funding.

This Agreement is a commitment of the City's current revenues only. It is understood and agreed that the City shall have the right to terminate this Agreement at the end of any City fiscal year if the governing body of the City does not appropriate funds sufficient to purchase the services as determined by the City's budget for the fiscal year in question. The City may effect such termination by giving Consultant a written notice of termination at the end of its then current fiscal year.

(7) Use of Documents.

All documents, including but not limited to drawings, specifications, reports, and data or programs stored electronically, prepared by the Consultant in rendering Services, (the "Documents") are related exclusively to the Services described in this Agreement. The Documents are not intended or represented to be suitable for use, partial use or reuse by the City or others on extensions of this project or on any other project. Any modifications made by the City to any of the Consultant's documents, or any use, partial use or reuse of the documents without written authorization or adaptation by the Consultant will be at the City's sole risk and without liability to the Consultant. The Consultant's electronic files and source code developed in the development of application code remain the property of the Consultant and shall be provided to the City only if expressly provided for in the IPO. Documents not containing an electronic seal are provided for the convenience of the City, and use of the Documents is at the City's sole risk. In the case of any defects in the Documents or any discrepancies between the Documents and the hardcopy of the Documents prepared by the Consultant, the hardcopy of the Documents shall govern. Data stored in electronic media format may deteriorate or may be modified without the Consultant's authorization. The City has sixty (60) days from the date of receipt of the Document to perform acceptance tests.



EXHIBIT "A" FORM MSA

(8) Opinions of Cost.

Since the Consultant does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any and all opinions rendered as to costs, including but not limited to opinions as to the costs of construction and materials, shall be made on the basis of its experience and qualifications of Consultant and represent Consultant's reasonable judgment as an experienced and qualified professional, familiar with the industry. The Consultant cannot and does not guarantee that proposals, bids or actual costs will not vary from opinions of cost prepared by the Consultant. The City may employ an independent cost estimator to determine estimated costs.

(9) Termination.

- a) The obligation to provide further services under this Agreement may be terminated for convenience or for default by either Party upon seven (7) calendar days' written notice.
- b) If Consultant defaults in performance of this Agreement and if the City terminates this Agreement for such default, then the City shall give consideration to the actual costs incurred by Consultant in performing the work to the date of default. The cost of the work that is useable to the City, the cost to the City of employing another firm to complete the useable work, and other relevant factors will affect the value to the City of the work performed at the time of default.
- c) Consultant shall not be entitled to any consequential damages nor lost or anticipated profits for work when an Agreement is terminated hereunder.

(10) Insurance.

- a) The Consultant at Consultant's sole cost shall provide Workers' Compensation insurance as required by law, professional liability insurance, and general liability insurance in the amount of One-Million Dollars, (\$1,000,000.00). If the City directs the Consultant to obtain increased insurance coverage, the Consultant shall obtain such additional insurance if available at the City's expense as agreed to in an Additional Services Agreement or IPO.
- b) Consultant, at Consultant's sole cost, shall purchase and maintain during the entire term while this Contract is in effect professional liability insurance on an occurrence basis with no burn-off in the minimum amount of one million dollars (\$1,000,000) per claim from a company authorized to do insurance business in Texas and otherwise acceptable to City. Consultant shall also notify City, within five (5) business days of receipt, of any notices of expiration, cancellation, non-renewal, or material change in coverage it receives from its insurer, and the policy will require the insurance company to give the same notice to the City.



EXHIBIT "A" FORM MSA

- c) Subconsultant Insurance. Without limiting any of the other obligations or liabilities of Consultant, Consultant shall require each subconsultant performing work under this Contract to maintain during the term of this Contract, at the subconsultant's own expense, the same stipulated minimum insurance required in this Agreement for the Consultant.
- d) Consultant shall obtain and monitor the certificates of insurance from each subconsultant in order to assure compliance with the insurance requirements. Consultant must retain the certificates of insurance for the duration of this Contract, and shall have the responsibility of enforcing these insurance requirements among its subconsultants. City shall be entitled, upon request and without expense, to receive copies of these certificates of insurance. City shall also be entitled upon request and without expense to obtain from the Consultant true and complete copies of all insurance policies required by this Agreement or by Additional Services Agreement or IPO.
- e) Insurance Policy Endorsements. Each insurance policy shall include the following conditions by endorsement to the policy:
 - (1) Companies issuing the insurance policies shall have no recourse against the City for payment of any premiums or assessments for any deductibles which all are at the sole responsibility and risk of Consultant.
 - (2) Terms "the City" or "the City of Hutto" shall include all authorities, boards, commissions, departments, and officers of the City and individual members, employees and agents in their official capacities, or while acting on behalf of the City of Hutto.
 - (3) Consultant and the City mutually waive subrogation rights each may have against the other for loss or damage, to the extent same is covered by the proceeds of insurance.
- f) The policy clause "Other Insurance" shall not apply to any insurance coverage currently held by City, to any such future coverage, or to City's Self-Insured Retentions of whatever nature.
- g) Cost of Insurance. The cost of all insurance required herein to be secured and maintained by Consultant shall be borne solely by Consultant, with certificates of insurance evidencing such minimum coverage in force to be filed with City. Such Certificates of Insurance are evidenced as Exhibit D herein entitled "Certificates of Insurance."
- h) Each policy shall require that notices required by 10(b) be sent to:
City Manager or City Manager Designee
500 W. Live Oak Street
Hutto, Texas 78634
Kate.Moriarty@HuttoTX.gov



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(11) Standard of Care and Warranty

- a) The standard of care applicable to Consultant's services will be the degree of care and skill ordinarily exercised by professional engineers performing the same or similar professional services in the same locality at the time the professional services are provided. Consultant warrants that all services performed hereunder shall be performed consistent with prevailing professional or industry standards, and shall be performed in a professional and workmanlike manner. Consultant shall re-perform any work not in compliance with this warranty.
- b) If Consultant is a corporation, partnership or a limited liability company, Consultant warrants, represents, covenants, and agrees that it is duly organized, validly existing and in good standing under the laws of the state of its incorporation or organization and is duly authorized and in good standing to conduct business in the State of Texas.
- c) Franchise Tax Certification. A corporate or limited liability company Consultant certifies that it is not currently delinquent in the payment of any Franchise Taxes due under Chapter 171 of the Texas Tax Code, or that the corporation or limited liability company is exempt from the payment of such taxes, or that the corporation or limited liability company is an out of state corporation or limited liability company that is not subject to the Texas Franchise Tax, whichever is applicable.

(12) Release, Indemnification, Hold Harmless and Defense

- a) **TO THE EXTENT NOT PROHIBITED BY LAW, CONSULTANT, AND CONSULTANT'S SUCCESSORS AND ASSIGNS HEREBY COVENANTS AND AGREES TO RELEASE, DEFEND, HOLD HARMLESS, AND INDEMNIFY THE CITY AND ITS CURRENT AND FUTURE CITY COUNCIL, CITY COUNCIL MEMBERS, AND CITY OFFICERS, AGENTS, SERVANTS AND EMPLOYEES, FROM AND AGAINST ALL THIRD-PARTY CLAIMS, LIENS, SUITS, JUDGMENTS, DAMAGES, AND DEMANDS (TOGETHER, "CLAIMS") AGAINST THE CITY, WHETHER POTENTIAL OR ASSERTED, INCLUDING WITHOUT LIMITATION CONSEQUENTIAL DAMAGES, REASONABLE ATTORNEY'S FEES, RELATED EXPENSES, EXPERT WITNESS FEES, CONSULTANT FEES, AND OTHER COSTS, ARISING OUT OF THE NEGLIGENCE OR OTHER WRONGFUL CONDUCT OR OMISSION OF CONSULTANT, INCLUDING THE NEGLIGENCE OF CONSULTANT OCCURRING DURING THE PERFORMANCE OF THIS AGREEMENT; AND IT IS EXPRESSLY UNDERSTOOD THAT SUCH CLAIMS SHALL, EXCEPT AS MODIFIED BELOW, INCLUDE CLAIMS EVEN IF CAUSED BY THE CITY'S OWN GROSS NEGLIGENCE, SUBJECT TO THE TERMS OF THIS SECTION. CONSULTANT SHALL NOT, HOWEVER, BE REQUIRED TO INDEMNIFY THE CITY AGAINST CLAIMS CAUSED BY THE CITY'S**



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SOLE NEGLIGENCE. IF THE CITY INCURS CLAIMS THAT ARE CAUSED BY THE CONCURRENT NEGLIGENCE OF CONSULTANT AND THE CITY, THE CONSULTANT'S INDEMNITY OBLIGATION WILL BE LIMITED TO A FRACTION OF THE TOTAL CLAIMS EQUIVALENT TO CONSULTANT'S OWN PERCENTAGE OF RESPONSIBILITY. CONSULTANT'S DUTY TO DEFEND IS NOT REDUCED OR LIMITED BY APPORTIONMENT OF LIABILITY.

- b) The provisions of this INDEMNITY are solely for the benefit of the Parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity except for the indemnified City Council, City Council Members, and City officers, agents, servants and employees. Consultant shall advise the City in writing within twenty-four (24) hours after Consultant learns of any claim or demand against the City or Consultant related to or arising out of Consultant's activities under this Agreement.
- c) Consultant shall not settle any claim against the City or against any entity or individual indemnified under this Article without the prior written consent of the City Manager and City Attorney. The City Attorney has the right to disapprove any attorneys designated by Consultant to handle any litigation within the scope of this Article and to receive reasonable notice of Consultant's choice of such attorney. The City may retain one or more attorneys to represent the City or any entity or individual that is entitled to indemnity or defense under this Article at the City's own expense and at no expense to Consultant.
- d) Any and all claims against the City or other entity or person indemnified hereunder by Consultant, the indemnification obligation herein provided shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for Consultant.
- e) Should any of Consultant's services not conform to the requirements of this Agreement, then the City shall provide written notification of nonconformity to Consultant and provide a reasonable cure period; thereafter, (a) Consultant shall either promptly re-perform such services to the City's satisfaction at no additional charge, or (b) if such deficient services cannot be cured within the cure period set forth by the City, then this Agreement may be terminated for default.
- f) In no event will Consultant be liable for any loss, damage, cost or expense attributable solely to negligence, willful misconduct or misrepresentations by the City, its directors, employees or agents.
- g) Consultant shall not be liable to the City, by reason of any act or omission relating to the services provided under this Agreement (excluding the negligence of Consultant), whether a claim be in tort, contract or otherwise, (a) for any consequential, indirect, lost profit, punitive, special or similar damages relating to or arising from the services, or (b) in any event, in the aggregate, for any amount in



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excess of the total professional fees paid by the City to Consultant under this Agreement, except to the extent determined to have resulted from Consultant's gross negligence, willful misconduct or fraudulent acts relating to providing professional services in accordance with this Agreement.

(13) Certifications.

The Consultant shall not be required to execute certifications or third-party reliance letters that are inaccurate, that relate to facts of which the Consultant does not have actual knowledge, or that would cause the Consultant to violate applicable rules of professional responsibility.

(14) Hazardous Substances.

In no event shall Consultant be a custodian, transporter, handler, arranger, contractor, or remediator with respect to hazardous substances and conditions in rendering any Services. Consultant's Services will be limited to professional analysis, recommendations, and reporting, including, when agreed to, plans and specifications for isolation, removal, or remediation. The Consultant shall notify the City of hazardous substances or conditions not contemplated in the scope of services of which the Consultant actually becomes aware. Upon such notice by the Consultant, the Consultant will stop affected portions of its Services.

(16) No Third-Party Beneficiaries: Assignment and Subcontracting.

Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the City and the Consultant except as expressly provided in insurance policies required by (10) Insurance, and in (12) Release, Indemnification, Hold Harmless and Defense, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the City and the Consultant and not for the benefit of any other party except to the extent of such insurance and indemnity provisions. The City shall not assign or transfer any rights under or interest in this Agreement or any claim arising out of the performance of services by the Consultant without the written consent of the Consultant. The Consultant reserves the right to augment its staff with subconsultants as it deems appropriate due to project logistics, schedules, or market conditions. If the Consultant exercises this right, it will maintain the agreed-upon billing rates for services identified in this Agreement or the IPO, regardless of whether the services are provided by in-house employees, contract employees, or independent subconsultants.

(17) Confidentiality.

The City hereby consents to the use and dissemination by the Consultant of photographs of the Project and to the use by the Consultant of facts, data and information obtained by the Consultant in the performance of its services. Notwithstanding the foregoing, with respect to



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any facts, data or information specifically identified in writing by the City as confidential, the Consultant shall use reasonable care to maintain the confidentiality of such identified material. Confidential information shall not include and nothing herein shall limit either party's right to disclose any information provided hereunder which: (i) was or becomes generally available to the public, other than as a result of a disclosure by the receiving party or its personnel; (ii) was or becomes available to the receiving party or its representatives on a non-confidential basis, provided that the source of the information is not bound by a confidentiality agreement or otherwise prohibited from transmitting such information by a contractual, legal, or fiduciary duty; (iii) was independently developed by the receiving party without the use of any Confidential Information of the disclosing party; or (iv) is required to be disclosed by applicable law or a court order. Confidential information is subject to the Texas Public Information Act.

(18) Miscellaneous Provisions.

a) Applicable Law; Enforcement: Venue.

This Agreement and any Additional Services Agreement and IPO is to be governed by the law of the State of Texas. Exclusive venue for any legal proceeding under this Agreement shall be in a court sitting in Williamson County, Texas, where the City's principal administrative offices are located. This Agreement and each executed Additional Services Agreement and IPO contain the entire and fully integrated agreement between the Parties regarding the respective the subject-matter thereof, and supersede all prior and contemporaneous negotiations, representations, agreements or understandings, whether written or oral.

b) Amendments

Except as provided in (1) Scope of Services, IPO or an Additional Services Agreement less than Fifty Thousand Dollars, (\$50,000.00), this Agreement can be amended only by a written document executed by both the Consultant and the City.

c) Severability.

Any provision in this Agreement that is unenforceable shall be ineffective to the extent of such unenforceability without invalidating the remaining provisions hereof. Also, the non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

d) Financial Interest Prohibited.

Consultant covenants and represents that Consultant, its officers, employees, agents, consultants and subcontractors will have no financial interest, direct or indirect, in the



EXHIBIT "A" FORM MSA

purchase or sale of any product, materials or equipment that will be recommended or required under this Agreement.

e) Exclusive Agreement.

The parties understand and expressly agree that, in the event of any conflict between the terms of this Agreement and any other writing, this Agreement shall prevail. No modifications of this Agreement will be binding on any of the parties unless acknowledged in writing by the duly authorized governing body or representative for each party.

f) Dispute Resolution

If a dispute arises under this Agreement, the parties agree to first try to resolve the dispute informally but either Party may compel non-binding mediation with the help of a mutually selected mediator. If the parties cannot agree on a mediator, the City shall select one mediator and Consultant shall select one mediator and those two mediators shall agree upon a third mediator. Any costs and fees, other than attorney fees, associated with the mediation shall be shared equally by the parties.

g) Force Majeure

Notwithstanding any other provisions of this Agreement to the contrary, no failure, delay or default in performance of any obligation hereunder shall constitute an event of default or a breach of this Agreement, only to the extent that such failure to perform, delay or default arises out of causes beyond control and without the fault or negligence of the party otherwise chargeable with failure, delay or default; due to acts of God, acts of public enemy, civil war, insurrection, riots, fires, floods, explosion, theft, earthquakes, natural disasters, pandemics or other casualties, strikes or other labor troubles, which render commercially impossible the performance under this Agreement by a Party.

h) Assignment

Consultant shall not sell, assign, pledge, transfer or convey any interest in this Agreement, nor delegate the performance of any duties hereunder, by transfer, by subcontracting or any other means, without the consent of the City Manager or designee. As a condition of such consent, if such consent is granted, Consultant shall remain liable for completion of the services outlined in this Agreement in the event of default by the successor Consultant, assignee, transferee, or subcontractor.

Any attempt to transfer, pledge or otherwise assign this Agreement without said written approval, shall be void ab initio and shall confer no rights upon any third



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person. Should Consultant assign, transfer, convey, delegate, or otherwise dispose of any part of all or any part of its right, title or interest in this Agreement, City may, at its option, cancel this Agreement and all rights, titles and interest of Consultant shall thereupon cease and terminate, in accordance with Section 9 Termination, notwithstanding any other remedy available to City under this Agreement. The violation of this provision by Consultant shall in no event release Consultant from any obligation under the terms of this Agreement, nor shall it relieve or release Consultant from the payment of any damages to City, which City sustains as a result of such violation.

(i) HB 1295 COMPLIANCE AND NO BOYCOTT PROVISIONS

(1). HB 1295 Compliance.

Section 2252.908 of the Texas Government Code requires that for certain types of contracts, the Owner must fill out a conflict of interest form ("Disclosure of Interested Parties") and file with the Texas Ethics Commission at the time the signed contract is submitted to the City. For further information please go to the Texas Ethics Commission website via the following link:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm.

(2) No Boycott of Israel; No Terrorist Organization.

Pursuant to Section 2270.002, Texas Government Code, the Owner hereby represents that it and its parent company, wholly- or majority-owned subsidiaries, and other affiliates, if any, do not boycott Israel and, to the extent this Indenture is a contract for goods or services, will not boycott Israel during the term of this Indenture. The foregoing verification is made solely to comply with Section 2270.002, Texas Government Code, and to the extent such Section does not contravene applicable Federal law. As used in the foregoing verification, "boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

The Owner understands "affiliate" to mean an entity that controls, is controlled by, or is under common control with the Owner and exists to make a profit.



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Pursuant to Subchapter F, Chapter 2252, Texas Government Code, the Owner represents that neither it nor any of its parent company, wholly- or majority-owned subsidiaries, and other affiliates is a company identified on a list prepared and maintained by the Texas Comptroller of Public Accounts under Section 2252.153 or Section 2270.0201, Texas Government Code, and posted on any of the following pages of such officer's internet website:

<https://comptroller.texas.gov/purchasing/docs/sudan-list.pdf>,
<https://comptroller.texas.gov/purchasing/docs/iran-list.pdf>, or
<https://comptroller.texas.gov/purchasing/docs/fto-list.pdf>.

The foregoing representation is made solely to comply with Section 2252.152, Texas Government Code, and to the extent such Section does not contravene applicable Federal law and excludes the Owner and each of its parent company, wholly- or majority-owned subsidiaries, and other affiliates, if any, that the United States government has affirmatively declared to be excluded from its federal sanctions regime relating to Sudan or Iran or any federal sanctions regime relating to a foreign terrorist organization. The Owner understands "affiliate" to mean any entity that controls, is controlled by, or is under common control with the Owner and exists to make a profit.

A. Verification Regarding Energy Company Boycotts.

To the extent this Agreement constitutes a contract for goods or services for which a written verification is required under Section 2274.002, Texas Government Code, (as added by Senate Bill 13, 87th Texas Legislature, Regular Session) as amended, the Owner hereby verifies that it and its parent company, wholly- or majority-owned subsidiaries, and other affiliates, if any, do not boycott energy companies and, will not boycott energy companies during the term of this Agreement. The foregoing verification is made solely to comply with Section 2274.002, Texas Government Code, as amended, to the extent Section 2274.002, Texas Government Code does not contravene applicable Texas or federal law. As used in the foregoing verification, "boycott energy companies" shall have the meaning assigned to the term "boycott energy company" in Section 809.001, Texas Government Code. The Owner understands "affiliate" to mean an entity that controls, is controlled by, or is under common control with the Owner and exists to make a profit.



EXHIBIT "A" FORM MSA

B. Verification Regarding Discrimination Against Firearm Entity or Trade Association.

To the extent this Agreement constitutes a contract for the purchase of goods or services for which a written verification is required under Section 2274.002, Texas Government Code, (as added by Senate Bill 19, 87th Texas Legislature, Regular Session, "SB 19"), as amended, the hereby verifies that it and its parent company, wholly- or majority- owned subsidiaries, and other affiliates, if any,

- (1) do not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association; and
- (2) will not discriminate during the term of this Agreement against a firearm entity or firearm trade association.

The foregoing verification is made solely to comply with Section 2274.002, Texas Government Code, as amended, to the extent Section 2274.002, Texas Government Code does not contravene applicable Texas or federal law. As used in the foregoing verification, "discriminate against a firearm entity or firearm trade association" shall have the meaning assigned to such term in Section 2274.001(3), Texas Government Code (as added by SB 19). The Owner understands "affiliate" to mean an entity that controls, is controlled by, or is under common control with the Owner and exists to make a profit.

(j) Compliance

Consultant shall provide and perform all services required under this Agreement in compliance with all applicable federal, state, and local laws, rules, ordinances and regulations.

(k) Legal authority

The signer of this Agreement for Consultant represents, warrants, assures, and guarantees that he has full legal authority to execute this Agreement on behalf of Consultant and to bind Consultant to all of the terms, conditions, provisions, and obligations herein contained.

(l) Parties Bound



EXHIBIT "A" FORM MSA

This Agreement shall be binding on and inure to the benefit of the Parties hereto and their respective heirs, executors, Managers, legal representatives, and successors and assigns, except as otherwise expressly provided for herein.

(m) Captions

The captions contained in this Agreement are for convenience of reference only, and in no way limit or enlarge the terms and/or conditions of this Agreement.

(n) Incorporation of Exhibits

Each of the Exhibits listed below is an essential part of the Agreement, which governs the rights and duties of the Parties, and shall be incorporated herein for all purposes.

IN WITNESS HEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

CITY OF HUTTO, TEXAS

Freese & Nichols, Inc.

BY: _____
James Earp, City Manager

BY: John New
John New, Vice President

DATE: _____

DATE: August 18, 2026

ATTEST:

Laura Hallmark, City Secretary



EXHIBIT "A" FORM MSA

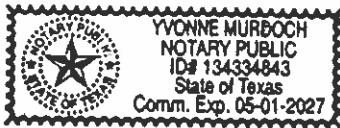
STATE OF TEXAS §

§

COUNTY OF Williamson §

This instrument was acknowledged before me, the undersigned authority, this 18 day of August
2025, by John New, as Vice President on behalf of Freese & Nichols, Inc.
2026
ym

[Seal]



Notary: Y Murdoch

License Expires: 5-1-27

VERIFICATION

STATE OF TEXAS §

§

COUNTY OF Williamson §

The undersigned hereby affirms under penalty of perjury that they are the authorized representative and agent of Freese & Nichols, Inc. for the purpose of making this verification, and that all representations in paragraph of the foregoing Agreement, incorporated herein by this reference, are true.



EXHIBIT "A" FORM MSA

Attachment A

Scope of Services

1. GENERAL

The Consultant shall provide on-call construction inspection, construction engineering support, project documentation, and related professional services for capital improvement projects undertaken by the City of Hutto ("City"). Services shall be performed on an as-needed basis and authorized through individual Task Orders, Work Assignments, Purchase Orders, or other written authorizations issued by the City. Nothing in this Agreement guarantees any minimum amount of work. Projects may include, but are not limited to:

- Transportation and roadway improvement projects;
- Bridges, sidewalks, trails, and mobility projects;
- Drainage and stormwater infrastructure projects;
- Water distribution system projects;
- Wastewater collection, conveyance, lift station, and treatment facility projects;
- Utility infrastructure and utility relocation projects;
- Municipal facilities and building construction projects;
- Parks, recreation, and public space improvements; and
- Other capital improvement projects as directed by the City.

2. TASK ORDER AUTHORIZATION

The City may issue written Task Orders for specific projects, programs, or assignments. Each Task Order may identify:

- a) Project name and description;
- b) Scope of services requested;
- c) Required personnel classifications;
- d) Required certifications or qualifications;
- e) Project schedule and anticipated duration;
- f) Not-to-exceed budget or compensation method; and
- g) Reporting requirements.

Work shall not commence until authorized by the City in writing.

3. CONSTRUCTION ENGINEERING AND INSPECTION SERVICES



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The Consultant may provide any combination of the following services as requested by the City:

- A. Construction Administration Support
 - 1. Review contractor pre-construction submittals.
 - 2. Participate in pre-construction conferences.
 - 3. Review project schedules and sequencing plans.
 - 4. Assist with Requests for Information (RFIs) and coordination with the Engineer of Record.
 - 5. Review contractor submittals and material certifications.
 - 6. Review testing reports and laboratory results.
 - 7. Participate in progress meetings.
 - 8. Assist the City with evaluation of change order requests.
 - 9. Review contractor pay applications and provide recommendations to the City.
 - 10. Assist with project closeout documentation.
- B. Construction Inspection Services
 - 1. Perform on-site inspection and observation of construction activities.
 - 2. Monitor compliance with approved plans, specifications, permits, and contract requirements.
 - 3. Maintain daily inspection reports in a format acceptable to the City.
 - 4. Maintain photographic documentation of construction progress.
 - 5. Document installed quantities and completed work.
 - 6. Coordinate testing and inspection activities.
 - 7. Observe utility installations and relocations.
 - 8. Observe roadway, paving, drainage, water, wastewater, and facility construction.
 - 9. Observe traffic control implementation and maintenance.
 - 10. Observe erosion and sedimentation control measures.
 - 11. Monitor compliance with Storm Water Pollution Prevention Plans (SWPPP), where applicable.
 - 12. Notify the City and Contractor of observed non-conforming work as soon as possible.
 - 13. Track project milestones and completion status.
- C. Project Documentation
 - 1. Prepare daily reports.
 - 2. Maintain field logs.
 - 3. Maintain photographic records.
 - 4. Document contractor progress.
 - 5. Track quantities for payment purposes.
 - 6. Prepare inspection memoranda and field reports.
 - 7. Assist with preparation of punch lists.
 - 8. Assist with substantial completion inspections.
 - 9. Assist with final acceptance inspections and project closeout.



EXHIBIT “A” FORM MSA

4. SPECIALTY INSPECTION SERVICES

When identified in a Task Order, Consultant shall provide appropriately qualified personnel, including but not limited to:

- TxDOT-certified inspectors;
- Utility inspectors;
- Water and wastewater inspectors;
- Stormwater compliance inspectors; and
- Other specialty inspection personnel required by the City.

Consultant shall maintain all certifications required by applicable federal, state, and local regulations, project funding requirements, and City standards.

5. LIMITATIONS OF RESPONSIBILITY

Consultant's services are intended solely to assist the City in evaluating whether the work observed complies with plans and specifications.

Consultant shall not:

- a) Control construction means, methods, techniques, sequences, or procedures;
- b) Direct the Contractor's workforce;
- c) Assume responsibility for site safety programs;
- d) Assume responsibility for jobsite security;
- e) Guarantee contractor performance;
- f) Guarantee the quality of completed construction; or
- g) Assume any duty owed by the Contractor under the construction contract.

Nothing contained herein shall relieve the Contractor of its responsibility to perform the work in accordance with the contract documents, applicable laws, permits, regulations, or accepted construction practices.

The Contractor shall remain solely responsible for construction means and methods, site safety, scheduling, supervision, quality control, and completion of the work.



EXHIBIT "A" FORM MSA

Attachment B

Fee Schedule



June 19, 2026

John New
1251 Sadler Dr.
Bldg. I, Ste. 1150
San Marcos, TX 78666

Delivered via email to john.new@freese.com

NOTICE OF INTENT TO AWARD

Dear Mr. New:

Please take notice that the City of Hutto intends to recommend award of contracts for **On-Call Third-Party Construction Inspection Services.**

You are hereby notified that your proposal submitted on June 6, 2026, has been selected for recommendation to the City Council for consideration of contract award at its meeting scheduled for July 2, 2026.

To facilitate contract execution, please provide the following documents electronically by Tuesday June 23, 2026.

Please complete and deliver the following items via electronic format:

- One (1) executed copy of the Notice of Intent to Award (NOIA)
- One (1) copy of the Certificate of Insurance showing coverage in accordance with contract documents.

Sabrina Manning
Purchasing Officer
City of Hutto
500 W. Live Oak St.
Hutto, TX 78634

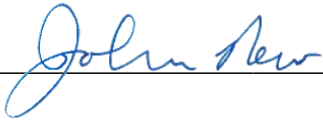


ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF INTENT TO AWARD is hereby acknowledge

by: Contractor: Freese & Nichols, Inc.

This the 23rd day of June, 2026.

By:  John New

Title: Vice President

You are required to return an acknowledged copy of the NOTICE OF INTENT TO AWARD to the City of Hutto.



STATEMENT OF QUALIFICATIONS

City of Hutto

RFQ# 2026-020-KM-02 Third-Party Construction Inspection Services

June 3, 2026



© 2026 Freese and Nichols, Inc.

512-617-3100 | freese.com
10431 Morado Circle, Building 5, Suite 300 | Austin, TX 78759

1. Cover Letter



June 3, 2026

City of Hutto
500 W. Live Oak St.
Hutto, Texas 78634

512-617-3100 | freese.com
10431 Morado Circle
Building 5, Suite 300
Austin, TX 78759

**RE: RFQ# 2026-020-KM-02 Third-Party Construction
Inspection Services**



PRIMARY CONTACT

David Cannaliato, CCM
512-271-9279
david.cannaliato@freese.com

Dear Selection Committee:

The City of Hutto (City) has long demonstrated a steadfast commitment to serving its residents through innovation, efficiency and excellence. The City's vision to establish a list of qualified firms to support future engineering projects speaks to its dedication to the communities it serves. This focus on providing efficient and effective services aligns closely with the values upheld by Freese and Nichols, Inc. (FNI).

FNI is one of Texas' most trusted professional consulting firms, delivering engineering, inspection, program management, environmental, architecture and planning services since 1894. We are well-positioned to provide the City with the highest quality infrastructure services through our:

Local Experience: FNI has provided a wide range of services and innovative solutions to the City and the surrounding area for more than 50 years. We have a strong presence in the Austin-Round Rock metropolitan area. Our team has the technical and managerial expertise to deliver well-designed, cost-effective projects that meet the City's needs.

Specialized Resources: FNI has extensive in-house expertise in construction inspection services, environmental services, roadway and bridge design, H&H analysis, and many other services to supplement our infrastructure design and project management team. FNI has more than 160 specialized professionals in our Austin office to provide responsive service and high-quality deliverables to the City. Additionally, we can draw upon the resources of 30+ offices and more than 1,300 employees to deliver various projects within the City's timeframe and budget.

If you have any questions, please contact me at the phone number or email listed below.

Sincerely,

John New, PE, CCM
Vice President/Principal
210-298-3820 | jmn@freese.com

FNI is interested in providing services for the following:

- Transportation & Right-of-Way Improvements
- Water Distribution Systems
- Wastewater Collection Systems
- Stormwater & Drainage Systems
- Vertical & Site Development (Municipal & Residential)
- Franchise & Dry Utilities Coordination (within ROW)



2. Table of Contents

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09	Required Forms and Compliance Documents.....	Uploaded Separately

3. Firm Qualifications and Experience

Freese & Nichols (FNI) is a client-focused, regionally based firm with national expertise. We meet client needs with responsiveness and flexibility, and we put relationships first – clients, teaming partners and staff – establishing long-term connections, many of which are counted in decades, not years.

FNI provides a broad range of services to plan, design and manage public infrastructure projects. We help our clients through every stage of the project life cycle: planning, design, program management, funding procurement, regulatory compliance, construction management, and operations and maintenance. Our project teams are known for exceeding client expectations through innovative concepts and high-performing designs.

With more than 100 Program Management and Construction Management staff employed nationwide, FNI's Construction Management Group is committed to providing exceptional client service by using established procedures and processes to monitor construction operations and verify all work complies with plans and specifications. Our role is to make sure each project has adequate and proper inspection to confirm that the City receives what it is paying for on each project.

LEGAL NAME
Freese and Nichols, Inc.

YEAR ESTABLISHED
1894

OWNERSHIP STRUCTURE
Corporation



OFFICE LOCATION
10431 Morado Circle
Building 5, Suite 300
Austin, Texas 78759

AREAS OF EXPERTISE
FNI provides a broad range of services to plan, design and manage public infrastructure projects. We help our clients through every stage of the project life cycle: planning, design, program management, funding procurement, regulatory compliance, construction management, and operations and maintenance (O&M). Our project teams are known for exceeding client expectations through innovative concepts and high-performing designs. We approach stewardship of resources (ours, our clients' and the earth's) with resiliency and balance in mind.

1894

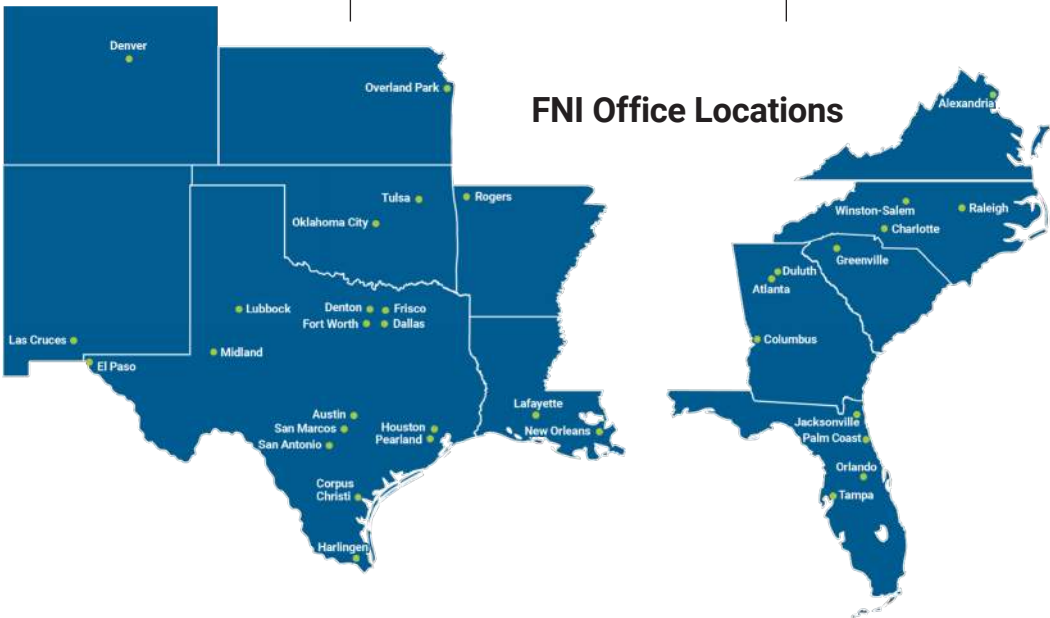
Year company was founded

1,300+

Multi-discipline professionals

30+

Offices nationwide



Local Government Clients

Over the past 10 years, FNI PM/CM staff have provided CM&I services on a variety of local projects. These projects have included roadways, bridges, waterlines, sewer lines, drainage facilities, treatment plants, pump stations, lift stations, buildings, dams, and levees. Below is a partial list of local government clients for which FNI has provided these services.

Brazoria County	City of Galveston	City of Webster
City of Manvel	City of Houston	Galveston County
City of Alvin	City of Huntsville	Harris County
City of Baytown	City of Jersey Village	Harris County Flood Control
City of Beaumont	City of La Porte	Harris County Toll Road Authority
City of College Station	City of League City	Port Freeport
City of Conroe	City of Liberty	Port Galveston
City of Corpus Christi	City of Missouri City	Various Drainage Districts
City of Freeport	City of Pearland	Various River and Water Authorities
City of Friendswood	City of Port Arthur	
City of Dayton	City of Sugar Land	
City of Fulshear	City of Tomball	

Continuous Improvement is Key to Delivering Quality

Our commitment to quality and continuous improvement has been recognized nationally, receiving the **Malcolm Baldrige National Quality Award twice, in 2010 and 2024**. We're the first engineering/architecture firm so honored. The Baldrige program is a public-private partnership through the U.S. Department of Commerce that recognizes organizations for national leadership in performance excellence.

For nearly three decades, our firm has applied the Baldrige program's integrated management framework and assessment tools to improve practices and measure results, strengthening our business so we can continue delivering exceptional client service.

4. Representative Project Experience



FNI reduced the engineering fee by limiting the design scope to three submittals, prepared using imagery and site visits.

Lakeside Estates Sidewalks Phase 1

City of Hutto

FNI completed design, bidding and construction phase services for the first two phases of a multi-phase program to add sidewalks to an established residential neighborhood.

The plans were designed to meet TDLR standards. Phase 1 constructed approximately 6,300 LF of new sidewalk and reconstructed more than 30 residential driveways to provide ADA compliant crossings, and Phase 2 constructed 5,000 LF of new sidewalk and 25 new driveways.

During initial scoping of Phase 1, FNI and the City recognized a shortfall in the City's originally planned budget, which failed to consider driveway reconstruction costs for steep driveways. In the first submittal, FNI included sidewalk construction on both sides of a street and assessed driveways requiring reconstruction. FNI developed the final plans to fit within the City's budget by limiting sidewalk construction to one side of a street and selecting the side of a street that required fewer driveways to be reconstructed. FNI used the Phase 1 contractor bids to prepare a preliminary budget and schedule for the subsequent phases, with sufficient funds to construct sidewalk on both sides of the street, including the sides that were missed with Phase 1, allowing the City to better plan future budgets.

FNI recognizes that the success of a project designed without traditional survey hinges on proactive field engineering during construction. As such, FNI led quick, weekly check-ins via Microsoft Teams with the contractor and the City to verify the project was on schedule and stayed ahead of challenges as they arose and, in response to issues, the Engineer-of-Record and a senior FNI CEI inspector met the contractor at the project site to determine proactive solutions. FNI also provided cost effective public involvement during construction by preparing and distributing door hangers to notify property owners of upcoming construction.

LOCATION

Hutto, Texas

DATES

2/2023 - 2/2024

REFERENCE CONTACT

Padma Patla, PE*
512-401-5357
padma.patla@cedarparktexas.gov
**Padma was formerly with the City of Hutto*

SERVICES PROVIDED

- Construction phase services
- Cost estimating
- Pre-construction planning
- Stakeholder coordination



Facilities and Infrastructure IDIQ

Texas Military Department

FNI has had multiple IDIQ contracts for facilities and infrastructure projects since 1996 with the Texas Military Department, which includes services typically required under a multiyear, per-project facilities program, some of which include MEP engineering, architectural design, code compliance, fire protection, landscape, structural, civil, environmental/hazard, assessment, cost estimation and construction management/support.

FNI has also performed several facility condition assessment and comprehensive utility/energy audits to assist the Texas Military Department in achieving funding from the SECO LoanSTAR program for energy efficient upgrades of several facilities.

In recent years, FNI has played an instrumental role in the assessment and implementation of ten major renovations projects that were funded by the State of Texas Armory Revitalization (STAR) Program. One of the projects under the IDIQ program is the major renovation of the Fairview Joint Force Readiness Center located at Camp Mabry in Austin. Originally constructed in 1951 with an addition in 1980, the Joint Force Readiness Center (JFRC) is an approximately 55,000 square feet, two story building with basement that is occupied partly by the Texas Army National Guard (TXARNG) and the Navy. The \$7.2 million major renovation design followed an aggressive schedule wherein the team progressed the project from building assessment to bid in less than nine months. Design included major architectural and interior upgrades to enhance facility aesthetics, increase the facility functionality, security, elevator addition, modernize HVAC, Lighting and communication systems, meet current ADA, health, life, fire and Anti-Terrorism Force protection regulations, improve facility perimeter fencing and improved parking for personal and military owned vehicles.

LOCATION

Various Locations,
Texas

DATES

1996 - Ongoing

REFERENCE CONTACT

Dedra Dahl
512-574-6775
dedra.d.dahl.nfg@
cfmo.mil.texas.gov

SERVICES PROVIDED

- Construction management and inspection/support services
- Pre-construction planning
- Quality assurance
- Coordination with stakeholders



On-Call Construction Inspections

City of Austin - Public Works and Parks

FNI provides comprehensive construction inspection services to support complex utility relocations for the City of Austin, ensuring seamless integration with major transportation improvements.

SH71 at US183 Interchange Utility Relocation

FNI is providing construction inspection and field coordination services for the City of Austin's utility relocation efforts. The project includes relocating existing 16-inch and 24-inch W/WW utilities out of TxDOT right-of-way (ROW) to accommodate future TxDOT improvements. Work also includes installation of a new wastewater line under SH 71 and US 183 using trenchless methods (including jack-and bore) where open-cut installation is not feasible. FNI's responsibilities include on-site oversight and inspection of utility construction activities, preparation of daily observation documentation, and coordination of testing, shutouts and utility work with City of Austin staff, the utility contractor, Austin-

Bergstrom International Airport representatives and other project stakeholders.

IH 35 from US 290W to Holly Street Utility Relocation

FNI is providing utility inspection services for the City of Austin in support of utility relocations associated with the IH 35 Capital Express Program, including the Lady Bird Lake segment. Services include field oversight for small-diameter W/WW improvements and associated utility adjustments required to support the overall corridor program. FNI's role includes overseeing day-to-day utility relocation activities, documenting field conditions and construction progress and coordinating with City staff, utility companies and contractors to support the orderly execution of utility adjustments.

LOCATION
Austin, Texas

DATES
2024 - Ongoing

**REFERENCE
CONTACT**
Peter Morales
512-974-1678
peter.morales@
austintexas.gov

TEAM MEMBERS
● Jorge Garces,
Assistant Project
Manager
● Will Flanigin, Staff
Team

**SERVICES
PROVIDED**
● Construction
inspection and
on-site observation
services
● Construction phase
coordination
● Utility construction
oversight



On-Call Construction Management and Inspection Services

City of Baytown

FNI provided on-call construction management and inspection for City services such as roadways, water and wastewater collection/distribution systems, lift station and plant modifications and repairs. Below is information on FNI's CMI projects for Baytown:

Neighborhood Streets

Reconstruction CMI Services:

FNI provided full-time construction inspection and construction management support for roadway and drainage improvements in established neighborhoods. The inspector oversaw daily contractor activities and coordinated material testing, while FNI assisted the City's staff with ongoing project management tasks and facilitated biweekly progress meetings to support construction progress.

Fairway and Savell Neighborhood Streets Reconstruction:

FNI provided construction management and construction inspection services for the reconstruction of Fairway Drive and Savell Drive. Improvements

included full roadway replacement with sidewalks, driveway approaches, storm sewer system upgrades with new inlets, and replacement of the existing water main and portions of the sanitary sewer system.

Lincoln Cedars and Julie Ann Villas Drainage Improvements:

This project included storm sewer, residential street paving, water, and sanitary sewer improvements in the Lincoln Cedars and Julia Ann Villas neighborhoods. FNI provides part-time construction management and full-time construction inspection services. We also assist and train City staff during daily activities, with a strong focus on resident interaction through our CMI outreach capabilities.

LOCATION

Baytown, Texas

DATES

11/2021 - 3/2024

REFERENCE CONTACT

Joseph Gregerz
713-453-0341
gjoseph@tgsgroup.com

**Joseph was formerly employed by the City of Baytown*

SERVICES PROVIDED

- Construction inspection and management



On-Call Construction Management and Inspection

New Braunfels Utilities

For more than 10 years, FNI has partnered with NBU to develop and implement an integrated capital project delivery strategy using resources from both organizations to deliver the aggressive program on time.

NBU engaged FNI to provide staff augmentation, program management, project management, resource planning, design and construction standards, program tools and templates, on-call W/WW modeling, design and construction observation, and development of a Capital Project Delivery Plan Manual.

The program includes more than 70 projects ranging in value from \$50,000 to \$40 million, ultimately having a total worth more than \$400 million.

FNI's current CMI contract (FY24) includes 17 W/WW projects including pump stations, elevated storage tanks, ground storage tanks, pipelines and an odor control system, as well as other construction management tasks. FNI is also maintaining involvement through construction and providing additional staff to oversee the contractor's work and document progress.

LOCATION

New Braunfels, Texas

DATES

2016 - Ongoing

REFERENCE CONTACT

Ashley Zimmermann
830-608-8952
ashleyz@nbutexas.com

TEAM MEMBERS

- Jeff Kirkwood, Construction Manager
- Will Flanigin, Project Team

SERVICES PROVIDED

- Construction management and inspection services
- Project management
- CIP support
- Master planning

5. Key Personnel



John New PE, CCM

Principal-in-Charge

John serves as FNI's Central Division Manager and is a firm Vice President/Principal.

EXPERIENCE

36 years total
35 years with FNI

EDUCATION

BS, Construction Management, Texas A&M University

REGISTRATIONS

Professional Engineer, TX #96330

Certified Construction Manager, Construction Management Association of America, #4347

PROFESSIONAL AFFILIATIONS

Texas Public Works Association, Member

Construction Management Association of America, Member

American Water Works Association, Member

Construction Specifications Institute, Member

John has performed: cost estimating and cost control; project scheduling; progress reporting; development of communication procedures and protocols; value engineering; issue identification, tracking and resolution; conducting and documenting meetings; performing constructability reviews; administering construction contracts; facilitating and negotiating construction changes and their associated cost/time impacts; serving as full-time on-site inspector; and other related duties associated with serving as an extension of an Owner's staff.

RELEVANT PROJECT EXPERIENCE

Mary Rhodes Pipeline Phase 2 | City of Corpus Christi | Senior Advisor
FNI provided planning, design and construction management services for the TWDB-funded \$125 million Mary Rhodes Phase 2 project. The project included 41-miles of 54-inch raw water pipeline, ground storage tank, intake pump station site on the Colorado River, sedimentation basin, and booster pump station and tie-in to the existing 101-mile Mary Rhodes Phase 1 pipeline system.

Capital Improvements Program | City of Alamo Heights | Principal-in-Charge
FNI provided program management and design services associated with the City's \$8-million Capital Improvements Program. The program included several miles of water line, roadway and sidewalks. Design and construction phase services were provided for streets

including Broadway, N. New Braunfels, E. Castano Avenue and Viesca. The roadway projects included full reconstruction, drainage improvements, mill and overlay. Overall project included extensive coordination with the TCEQ and coordination with multiple entities including: San Antonio Water System, City of San Antonio Capital Improvements Management Services and the City of San Antonio Department of Public Works.

Lake Ray Roberts 20-MGD Water Treatment Plant | City of Denton | Construction Manager
FNI provided construction management and design services for the \$15 million, 7-mile, 54-inch treated water pipeline, 50-MGD high-service pump station and the 6-MGD storage tank.



David Cannaliato ccm

Project Manager

David has an extensive industrial and commercial construction background, both domestically and abroad.

EXPERIENCE

28 years total
6 years with FNI

REGISTRATIONS

Master Plumber, TX
#38749

Certified Construction
Manager, Construction
Management
Association of
America, #17472

PROFESSIONAL AFFILIATIONS

Construction
Management
Association of
America, Member

International Code
Council, Member

Design-Build Institute
of America, Member

U.S. Green Building
Council, Member

He has experience managing all phases of CMAR, Design-Build, Design-Bid-Build, and EPC program delivery methods. Clients recognize David for his ability to efficiently manage coordination amongst project stakeholders and promote and maintain effective lines of communication.

RELEVANT PROJECT EXPERIENCE

Stassney Campus Program Management and Construction Services | TXDOT - Austin District | Construction Manager

FNI provided program and construction management services for TxDOT's new 50-acre campus. Services included programming through design, construction procurement, onsite construction Owner's Representation and facility commissioning. The new \$360 million campus includes a five-story office building, six-level parking garage, warehouse and print shop, state-of-the-art materials testing laboratory and central utility plant.

Raw Water Intake, Phase 2 Construction Services | Walker Partners/Freese & Nichols JV | Construction Manager

As part of a joint venture team, FNI is providing construction phase services and both general and resident representation services for new raw water intake facilities which include multilevel intake, transmission tunnels, 144.7 MGD raw water pump station and

maintenance facility for chemical feed.

TDMV Camp Hubbard Renewal | Texas Facilities Commission | Staff Team

FNI is providing project management services supporting the Texas Facilities Commission's renewal of the Texas Department of Motor Vehicles Camp Hubbard Complex in Austin, TX. The project will renovate and reconstruct an eight-building complex to increase TDMV organizational efficiency and improve motor vehicle service. The project includes constructing a new 141,000 SF energy-efficient office building, a warehouse, and a centralized utility plant. Additionally, it involves renovating an existing six-floor office building, demolishing four existing buildings, partially demolishing other facilities, and constructing site amenities, including courtyards, landscaping and surface parking. The design of this \$143M Construction Manager at Risk (CMAR) project is complete, and construction began in November 2024.



Jeff Kirkwood CSP, ARM

Quality Control

Jeff is a Certified Safety Professional and risk mitigation subject-matter-expert with decades of experience, having served in progressive capacities as Health, Safety and Environmental (HSE) Specialist, Fire Safety Manager, Emergency Management Coordinator, and Firefighter.

His capacity to recognize, mitigate and eliminate risk is practiced and mastered. Jeff is responsible for developing institutional health and safety programs, and local, state, and federal regulations compliance accountability.

EXPERIENCE

25 years total
8 years with FNI

EDUCATION

BS, Agricultural Leadership and Development, Texas A&M University

REGISTRATIONS

Certified Construction Manager, Construction Management Association of America, #36992

Certified Safety Professional, Board of Certified Safety Professionals, #CSP-23352

RELEVANT PROJECT EXPERIENCE

Construction Management and Inspection Services | New Braunfels Utilities | Project Manager

FNI is providing construction management and inspection services that include enforcing the contract documents thru the plans and specifications, conducting progress meetings, preparing meeting agendas, solving construction-related issues, reviewing Contractor pay applications, providing recommendations to NBU, and preparing change orders.

Texas Water Development Board Program CMI | Crystal Clear Special Utility District | Project Manager

FNI provided construction management and inspection services for the Texas Water Development Board (TWDB) Program for seven different water projects, including pipelines, tanks and pump stations. Responsibilities include construction management,

inspection, cost estimating and constructability reviews.

Quality Control and Construction Inspection | City of Seguin | Project Manager

FNI is performing QC reviews and construction inspections for three project bid packages of water lines and transmission mains.

Rudeloff Road Widening Phase 1 | City of Seguin | Staff Team

FNI is providing construction management and inspection services for the widening of Rudeloff Road in Guadalupe County. Rudeloff Road is being widened from two to four lanes with a continuous left turn lane, shared-use paths and a water line installation. It is federally funded with TxDOT oversight and also includes joint-bid water main installation and adjustments.



Patrick Garnett CWB, CPESC, CA, PWS

Construction Manager

Patrick has extensive experience with jurisdictional water determinations, endangered/threatened species habitat evaluations, and construction oversight for mitigation and environmental restoration projects.

He has specialized skills in plant identification and wildlife management. Patrick has extensive experience with environmental studies at Fort Polk and Fort Hood. He also has expertise with habitat evaluations for the golden-cheeked warbler, black-capped vireo and red-cockaded woodpecker.

EXPERIENCE

32 years total
23 years with FNI

EDUCATION

BA, Wildlife Biology,
Southwest Texas State
University

REGISTRATIONS

Arborist, LA #2383

Professional Wetland
Scientist, Society of
Wetland Scientists,
#2976

PROFESSIONAL AFFILIATIONS

Society of Wetland
Scientists, Member

Soil and Water
Conservation Society,
Member

The Wildlife Society,
Member

International Society of
Arboriculture, Member

Native Plant Society of
Texas, Member

Texas Parks and
Wildlife Department

RELEVANT PROJECT EXPERIENCE

Wastewater Improvements | City of Austin | Environmental Scientist

FNI provided design services for wastewater improvements for the Austin Clean Water Program (ACWP), including replacement of more than 17,400 LF of concrete sewer line, more than 100 manhole and service replacements, stream bank restoration, construction of permanent channel erosion protection and street repairs.

Allandale Storm Drain and Utility Improvements | City of Austin | Environmental Scientist

FNI provided storm drain system analysis and design, utility improvements and channel stabilization to accommodate flooding relief to a residential neighborhood with an undersized channel with limited easement. The project included H&H analyses, public outreach, multidepartment coordination, permitting and construction-phase support.

Robinett Road Improvements | City of Killeen | Environmental Scientist

FNI provided engineering services for the redesign of a 4,500-foot street with curb and gutter and subsurface storm sewer system. FNI designed roadway improvements, coordinated franchise utility relocations and assisted with general representation during construction.

Robinett Road Improvements | City of Killeen | Environmental Scientist

FNI performed an analysis of existing drainage patterns for a rural roadway segment of Nutty Brown Road and final design of drainage improvements adjacent to the roadway. Coordinated with local land owners on the selected design, performed bid phase services, and provided general representation during construction.



Jorge Garces CMIT

Construction Manager • Construction Inspection

Jorge is a Construction Manager for FNI's Construction Services Group in Central Texas.

EXPERIENCE

9 years total
7 years with FNI

EDUCATION

AS, Building
Construction
Technology, Austin
Community College

REGISTRATIONS

Construction
Manager in Training,
Construction
Management
Association of
America, #243693

His experience includes blueprint reading, AutoCAD/REVIT, estimating, scheduling, communication, customer service, owner representation, sales, management, framing, electrical, plumbing HVAC and millwork. Jorge is an effective decision-maker who is detailed-oriented and goal-motivated.

RELEVANT PROJECT EXPERIENCE

FY21 Construction Management and Inspection | New Braunfels Utilities | Construction Inspector

FNI provided construction management and inspection services for eight water and wastewater projects, including two lift stations, four pipelines, one elevated storage tank and one ground storage tank.

Rio Lift Station Expansion Construction Management and Inspection | New Braunfels Utilities | Construction Inspector

FNI provided third-party inspection and construction management of a lift station and force main expansion.

Bois d'Arc Lake Construction Management and Inspection | North Texas MWD | Construction Inspector

FNI provided construction management and inspection services to support the delivery of all individual construction projects

of the Bois d'Arc Lake (BDL) Water Supply Program. Projects included a dam, terminal storage reservoir, all mitigation property, Leonard Water Treatment Plant, high-service pump station, raw water pump station, raw and treated water pipelines, boat ramps, FM 897 relocation and all Fannin County road improvements.

Red Line Sidings and Signals | Capital Metropolitan Transportation | Construction Inspector

FNI provided construction management and inspection of new railroad sidings and signals and grade change modifications to existing tracks.



Will Flanigin

Construction Inspection

EXPERIENCE

9 years total
9 years with FNI

EDUCATION

AS, Building
Construction
Technology, Austin
Community College

Will Flanigin is a construction representative providing on-site inspection services to public sector clients, including municipalities, public utilities, and water authorities.

In addition to inspection duties, he provides construction contract administration to support FNI's construction and project managers.

RELEVANT PROJECT EXPERIENCE

FY21 Construction Management and Inspection | New Braunfels Utilities | Staff Team

FNI provided construction management and inspection services for eight water and wastewater projects, including two lift stations, four pipelines, one elevated storage tank and one ground storage tank.

SH46 Water Transmission Main and Booster Pump Stations | New Braunfels Utilities | Construction Inspector

FNI provided master planning and fast-track design, bid and construction phase services for 18,000 LF of 16- and 24-inch transmission main, a 0.5-MGD ground storage tank, a 1.1-MGD pump station expansion and a 1.75-MGD pump station. FNI also worked with a Construction Manager at Risk to assist with the accelerated schedule.

Trinity Well Field Water Treatment Plant | New Braunfels Utilities | Construction Inspector

FNI provided design and construction services for a 3.75-

MGD membrane water treatment plant. FNI also assisted with an accelerated CMAR procurement process for the construction of the treatment facilities, while developing competitive procurement for membrane equipment and a membrane pilot for TCEQ approval. Will inspected steel building erection, pump and membrane installation, clarifier installation, and excavation and installation of electrical duct banks.

Mary Rhodes Pipeline and Pump Stations, Phase 2 | City of Corpus Christi | Construction Inspector

FNI provided planning, design, and construction management services for the TWDB-funded \$125 million project. The project included 41 miles of 54-inch raw water pipeline, ground storage tank, intake pump station site on the Colorado River, sedimentation basin, and booster pump station and tie-in to the existing 101 mile Mary Rhodes Phase 1 pipeline system.



Keller Houston

Construction Inspection

Keller is an Engineer at FNI's Austin office and has experience with water and roadway construction projects.

EXPERIENCE

2 years total
2 years with FNI

EDUCATION

BS, Civil Engineering,
Lamar University

MBA, Construction
Management, Lamar
University

PROFESSIONAL AFFILIATIONS

American Society
of Civil Engineers,
Member

Keller has worked with several municipalities providing project and construction management services. Keller has experience reviewing design drawings, quantity take offs, site inspections, safety compliance, surveying and equipment inventories. His experience also includes coordination with contractors, review of pay applications, quality assurance, conflict resolution, and estimating. He is experienced in using common construction programs like Procore, AutoCAD, STAADpro, e-Builder, BlueBeam and Microsoft Office Suite. Keller is in the process of obtaining both his EIT and CMIT licensure.

RELEVANT PROJECT EXPERIENCE

Simsboro Aquifer Water Supply Facilities | City of Bastrop | Staff Team

FNI is providing design, procurement, construction and post-construction services to develop a new long-term water supply system, including greensand filtration, treatment facilities for iron/manganese removal, a storage tank, transmission pipeline, a wastewater lift station and force main.

Floodwater Retarding Structures Construction and Inspection | Texas State Soil and Water Conservation Board | Staff Team

FNI is providing construction and inspection services for the upgrades of Big Sandy Creek FRS No. 43, Big Sandy Creek FRS No. 44, Lower East Fork Laterals FRS

No. 3, Upper East Fork Laterals FRS No. 5C and Williams Creek FRS No. 1. FNI designed all upgrade improvements in addition to offering general and resident representation services.

Raw Water Intake, Phase 2 Construction Services | Walker Partners/Freese & Nichols JV | Staff Team

As part of a joint venture team, FNI is providing construction phase services and both general and resident representation services for new raw water intake facilities which include multilevel intake, transmission tunnels, 144.7 MGD raw water pump station and maintenance facility for chemical feed.



Travis Christo ^{PE}

Construction Inspection

Travis is a Transportation Engineer in FNI's Lubbock Office. He has extensive experience with transportation design and construction projects.

A former Transportation Engineer for the Texas Department of Transportation, Travis has an intimate knowledge of TXDOT roadway standards and specifications relating to both design and construction projects. His experience with both design and construction gives him a great understanding of project constructability and plan review.

EXPERIENCE

10 years total
3 years with FNI

EDUCATION

BS, Civil Engineering,
Texas Tech University

REGISTRATIONS

Professional Engineer,
TX #142523

11.1.1 Roadway
Construction
Management and
Inspection, TxDOT,
#35619

11.2.1 Bridge
Construction,
Management, and
Inspection, TxDOT,
#35619

11.3.1 Construction
Superintendent,
TxDOT, #35619

11.4.1 Environmental
Inspections, TxDOT,
#35619

12.1.7 Embankment/
Subgrade/Backfill/
Base Placement,
TxDOT, #35619

RELEVANT PROJECT EXPERIENCE

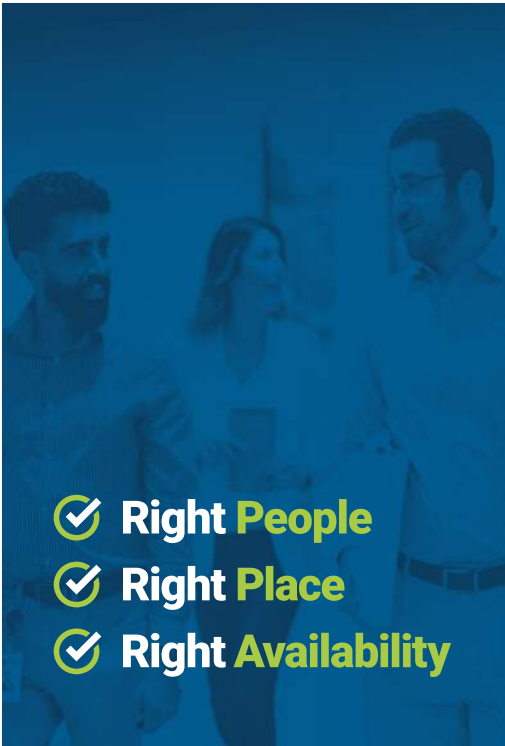
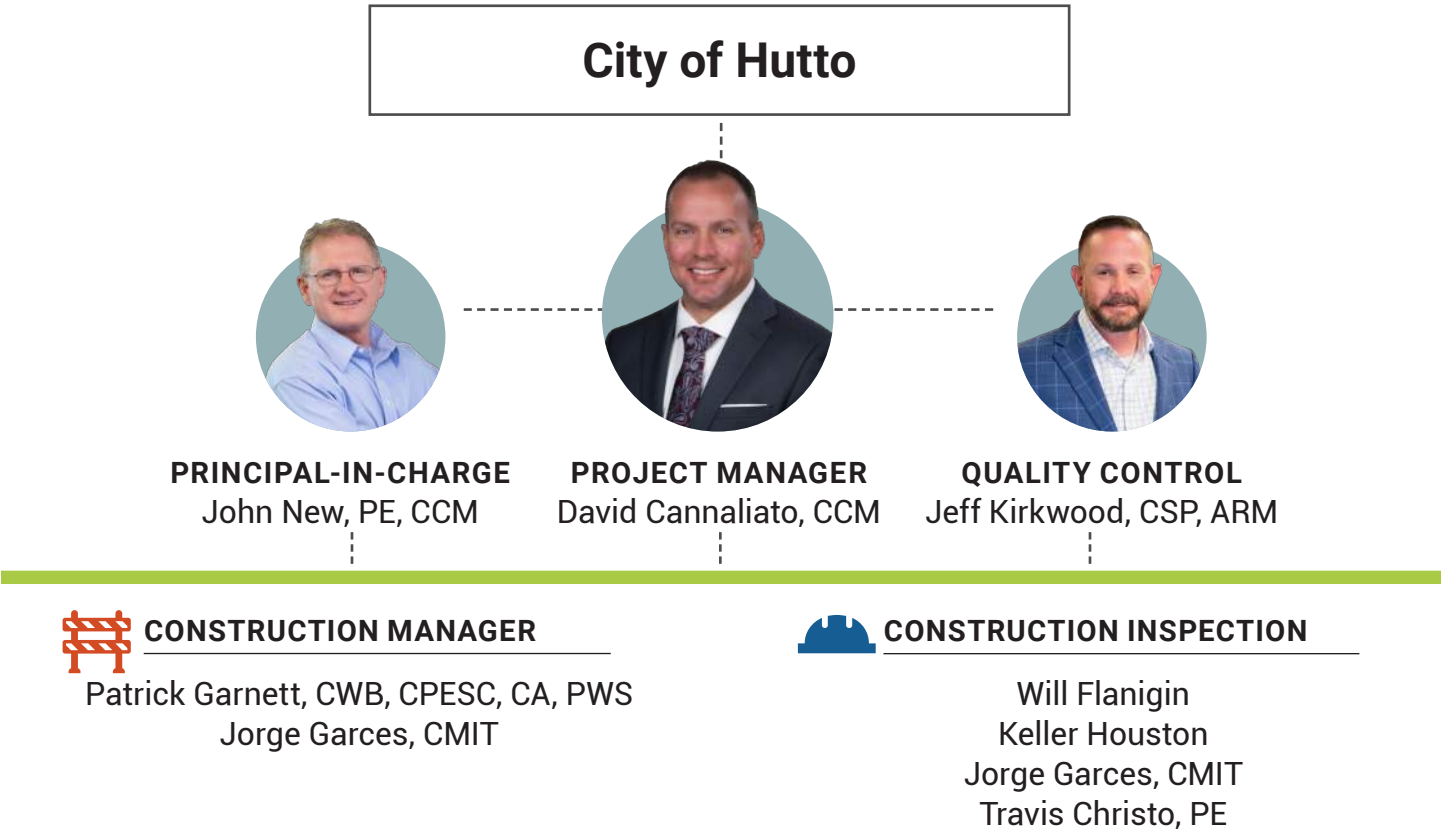
**SH 170, SH 114 and Avondale
Haslet Reconstruction | TXDOT -
Fort Worth District CEI | Staff Team**
FNI provided construction
engineering and inspection services
for the expansion and operational
improvements of SH 170 and
Avondale-Haslet Parkway along
I-35 from Schoolhouse Road to SH
114 and access road improvements
on SH 114 between Davis Boulevard
and Dove Road. TxDOT added four
discontinuous mainlanes along
SH 170, ramps, grade-separated
intersections and frontage roads for
6 miles within the City of Fort Worth
and the Town of Westlake.

**US 281 Construction Engineering
and Inspection Services | TXDOT -
Fort Worth District CEI | Assistant
Project Manager**
FNI provided construction
engineering and inspection
services for US 281 in Jack County.

This project consists of 18 miles
of Super 2 widening, including the
widening of bridges and drainage
structures, hot mix overlay and
stone matrix asphalt placement,
metal guard beam fence upgrade
and signing and striping.

**Upland Avenue Improvements from
50th Street to 66th Street | City of
Lubbock | Staff Team**
FNI is providing design services
to widen and improve a two-
lane country road into an
urban thoroughfare, including
pedestrian improvements, lighting
improvements, traffic signal
improvements, water/wastewater
improvements, and drainage
improvements including a drainage
analysis, cut and fill plans, and a
culvert design.

6. Organizational Structure



Choosing a Project Team

We have put forth the advance-planning effort to verify we have the **right team members**, in the **right place**, with the **right availability** to meet client goals. Several factors influenced this choice, including individual experience and history of working together on common projects.

Our chosen team combines decades of experience in a wide range of disciplines. This complementary blend of team member expertise in their various areas of specialization results in a solid, well-rounded team, which ultimately benefits the client.

Beyond the proposed team, FNI has access to **1,300+ employees firmwide** to assist, as necessary. As a firm focused on client service, we will commit the resources required to get the job done.



7. Project Approach/Methodology

Construction Management and Inspection Services

FNI will provide the professional services as needed to support a project, including but not limited to the following:

① Pre-Construction (if requested by the City)

- **Constructability Reviews:** Provide constructability review of plans, specifications, contract documents and validity of Engineer of Record's project duration. Identify construction issues, conflicts, deficiencies, review the adequacy and accuracy of the design and independent verification of quantities.
- **Attend Pre-Bid Meeting:** Provide feedback to the City's Project Manager (PM) as necessary, such as tracking and recording questions for the Engineer's written response, clarifying the Owner's expectations for the project and the project execution.
- **Chair Pre-Construction Meeting:**
 - » Schedule and conduct the pre-construction meeting; record and disseminate minutes from pre-construction meeting.
 - » Utilize the City's project management program: Set communications protocol and contract administration procedures, establish progress meeting schedule and submittal schedule.
 - » Provide agenda for meeting: Key milestone dates, pay application procedures, schedule, public notification issues and procedures, utility coordination issues, traffic control, permitting, property owner notification and coordination, temporary facilities, contractor's use of the City's project management program, etc.

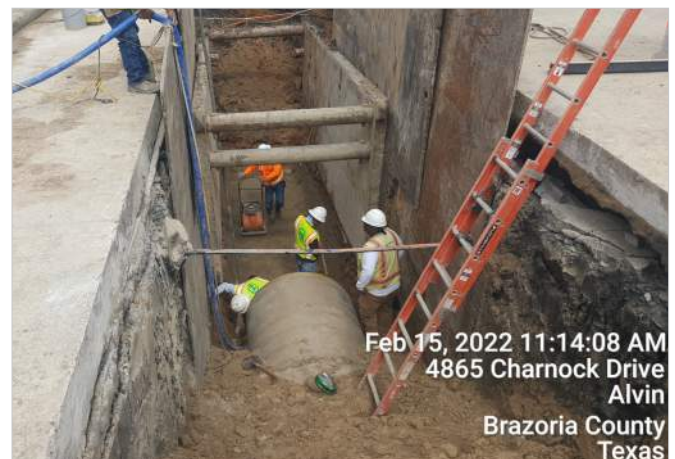
② Construction Management Services

- **On-site Representative:** Act as the City's on-site representative administering the contract for construction and providing overall project oversight, maintain record of decisions and changes made.
- **Meetings:** Schedule and conduct all related meetings including any specialty meetings, joint meetings and workshops. For each meeting record minutes and the following, as required:
 - » Coordinate/monitor utility relocation activities for compliance, utility installation verification, reporting, record management and as-built drawings.
 - » Attend all utility coordination, construction and scheduling meetings.
 - » Obtain copy of ROW permit and prints from Public Works in order to monitor progress of utility relocation per permit/plan.

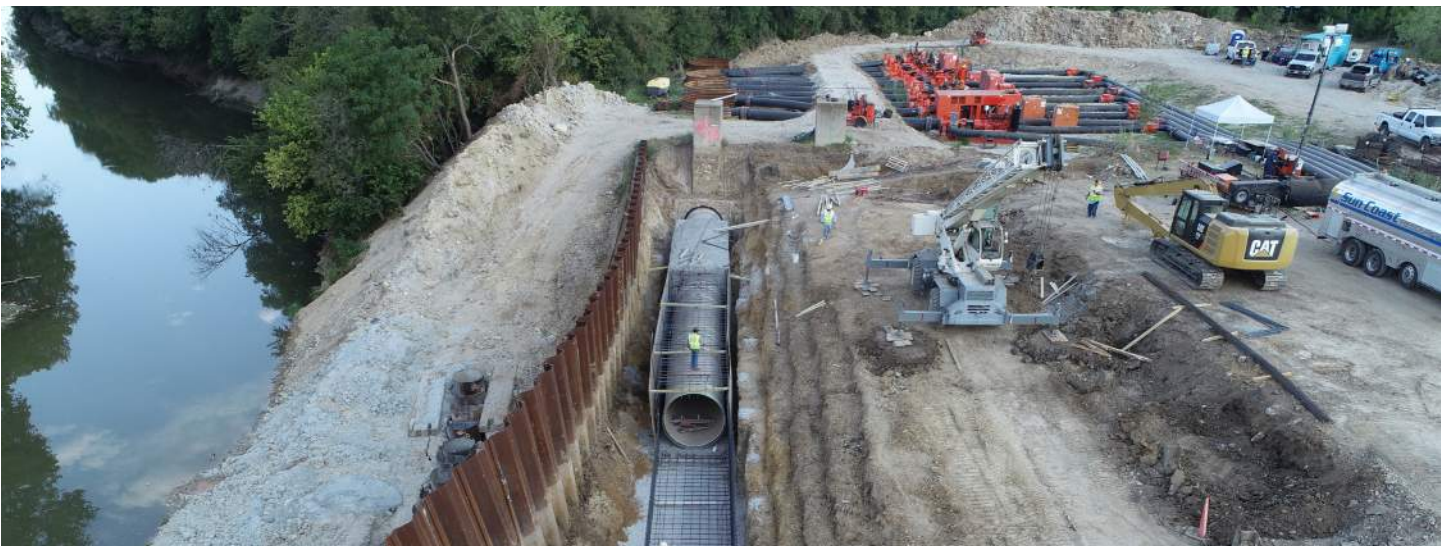
- Manage and monitor the overall Construction and Construction Contract Administration to include:
 - » Complete all final documentation in electronic/digital format, utilizing the City's project management program, as is feasible.
 - » As field problems arise, notify the Design Consultants and City PM of proposed solutions to resolve problems.
 - » Review and update as-built documents regularly with contractor.
 - » Monitor and confirm adherence to approved project baseline schedule. Review contractor's schedule monthly, verify compliance with the City's intended schedule, and provide recommendations to retain and regain schedule, if needed.
 - » Recommend alternate project sequencing/scheduling to keep project on schedule.
 - » Prepare monthly summary report of construction activities with outstanding issues outlined for review. Monthly progress information associated with the project will be submitted to the City PM for review and approval.
 - » Record jobsite weather conditions daily.
- Coordinate work of contractor with external agencies and utility companies. Coordinate contractor's operations with regard to other City contracts and construction as well as with property owners for planned service outages, street closures and access control issues to properties, including notifications.
 - » Verify construction conformance and compliance with Texas Commission on Environmental Quality (TCEQ), Notice of Intent (NOI) and Notice of Termination (NOT).
 - » Verify construction conformance with permitted activities such as City of Hutto permits.
- Maintain records of all decisions, actions and activities with regard to construction operations via the City's project management program system (i.e., Change Orders, requests for information (RFIs) and responses, submittals and responses, Requests for Proposal (RFPs), correspondence, stormwater pollution prevention plan (SWPPP) inspections.).

3 Construction Inspection Services

- Provide full-time on-site technical observation of contractor's activities to verify all work materials, structures, equipment and workmanship comply with the contract documents including addenda, and change orders. Verify the contractor maintains good construction practices and professional standards prevailing in the local City, County and State of Texas. Utilize the City's project management program for all inspection reports.
 - » Notify the City PM if contractor's work is not in compliance with the contract documents or specifications. Notify the City PM and Design Engineer of any failure of the contractor to take measures to repair and bring work in compliance.



- » Issue advisory notices to contractor for work that is not in compliance with approved construction documents.
- » Issue non-compliance reports to contractor if non-conforming work is not brought into compliance or if plan of action to bring work into compliance is not conducted in a timely manner.
- » Inspect and observe the materials and equipment being incorporated into the work to assure that they are handled, stored and installed in accordance with the contract documents and specifications. Report to the City PM regarding these activities.
- Identify, record and notify Design Engineer of any problems or failures to meet performance requirements in a timely manner to minimize delay in the progress of the project, make recommendation(s) for appropriate solution to the City PM and Design Engineer.
- Prepare and maintain daily progress log or daily construction reports, photographs, records and track quantities installed that day utilizing the City's project management system.
- Verify contractor reviews and approves daily reports and quantities.
- Verify contractor has obtained necessary permits and is maintaining traffic control, public notification and SWPPP, facilities, equipment or arrangements in accordance with contract documents.
- Attend and participate in progress meetings.
- Create contact record of names, addresses, telephone numbers and email for all contractors, subcontractors, subconsultants and major suppliers of material and equipment; store in the City's project management program system.
- Immediately notify the City PM and Design Engineer in the event of an on-site accident. Record and note conditions, activities and witnesses to the event.
- Maintain resolution log and respond to citizen complaints in the City's project management program system.
- Inform and consult with City PM and Design Engineer in advance of scheduled major work operations, tests, inspections or start of important phases of project. Develop operational oversight and conduct pre-activity planning meetings.



4 Pay Applications

- Pay applications will be generated by the City's project management program system based on quantities approved in the daily reports. Review and verify quantities provided by contractor for all work in compliance with contract documents.
 - » Review work conducted on daily inspection reports and measurements of material installed submitted by contractor.
 - » Verify work conducted and bid item quantities via the City's project management program; meet monthly to review pay estimate and quantities with contractor.
 - » Review progress pay application with Design Engineer for approval or revision prior to submittal to the City.
 - » Finalize pay application with signatures from contractor, Engineer and Construction Manager certifying quantities and amounts via the City's project management program.
 - » Notify the City PM when all electronic signatures are completed in the City's project management program system for invoice processing.
 - » Track and record requests for rain or other delays with potential to add to contract time in daily reports in the City's project management program.
 - » Provide an independent quantity forecast of bid items to identify potential quantity over-runs as part of pay estimate review.
- Upon completion of the work, prepare a final progress payment, including a balancing change order to finalize all quantities, and "zero" out all unused quantities. Include this final payment and change order in the City's project management program. Identify and add additional quantities and make any approved changes to the contract price and time.
 - » Review and coordinate with Design Engineer to provide Engineer's recommendation for substantial completion and/or final acceptance.

5 Document Control

- Utilize the City's project management program system to receive, route, track and log all contractor communications, submittals, change orders, RFIs, pay applications and citizen complaint/resolution log; communicate with contractor the status of submittal reviews; review submittal and RFI log in the City's project management program to confirm timely responses; notify City PM, contractor and Design Engineer of time-critical issues.
 - » Respond to RFIs when the response does not require the Engineer's opinion or expertise/direction from the City.
 - » Assemble and maintain notes, comments, sketches and supportive data to facilitate the revision of drawings to conform to the final as-built conditions. Review contractor's record keeping periodically to verify completeness, timeliness and progress.



6 Change Orders

- Prepare and issue RFPs in a timely manner via the City's project management program. Review RFP and contractor proposal for additional work with the City PM and Design Engineer for approval. Confirm the status of RFP and log/track responses from the contractor, City and Design Engineer in the City's project management program system.
- Provide recommendation on technical matters as an advocate for the City. Evaluate contractor's response/proposal for merit, cost, time, accuracy and price practicality. Negotiate with contractor on the City's behalf, if required.
- Prepare change order and documentation, including signatures of contractor, Engineer and Construction Manager for delivery to the City.

7 Testing Laboratory and Results

- Coordinate testing laboratory activities with contractor's activities. Review test reports for compliance with contract documents. Log, track and retain test reports in the City's project management program. Review results with the contractor. Monitor any corrective action and re-testing for compliance. Maintain compliance with the City's specifications.
 - » Review lab test reports and log any failures.
 - » Review invoicing from the laboratory and validate to daily activities.
 - » If decided, coordinate and schedule the laboratory testing activities.

8 Project Completion and Closeout

- Provide list of deliverables for substantial completion walk through/inspection. Schedule and conduct project walk through upon receipt of contractor's notification of substantial completion. Include the City PM, Design Engineer and others as directed.
- Prepare a list of non-conforming work based on visual inspections via the City's project management program. Record and monitor contractor's corrective efforts and schedule. Schedule final completion inspection for any remaining corrections.
- Coordinate and obtain the Design Engineer's signature and seal on substantial completion certificate and final completion and acceptance certificate via the City's project management program.
- Review and compile any operation and maintenance documents required from the contractor and forward to the Engineer for review. Verify contractor's closeout documents are uploaded to the City's project management program. Review for completeness and accuracy, including affidavits of final payment, final pay estimates, as-built records, redlines and drawings. Once received, notify the Design Engineer and City PM when completed.
 - » Upon completion of close out items, provide recommendation for the City's substantial completion/final acceptance certificate.
 - » Provide indexed project files, redline plans and as-built or record drawings to the City via the City's project management program.
- Prepare and recommend final payment application. Prepare job record logs, transmittals and correspondence reports in an organized file for delivery to the City.
- Consult with the City on potential warranty items requiring repair or replacement.

9 Warranty Period

- Schedule, arrange and coordinate a one-year walkthrough of the project to review status of the work 30 days prior to expiration of the one-year maintenance period.
- Provide staff to conduct and participate in the warranty inspections.
- Prepare list of non-conforming work for presentation to the City PM, Design Engineer and contractor via the City's project management program.
- Oversee repairs for non-conforming work with contractor.
- Submit final report on completed warranty repairs via the City's project management program.

Construction Project Management Services

FNI provides many services that are unique to PM/CM projects, in addition to a wide range of ancillary support services. Our planning and design capabilities may not be directly required on specific PM/CM assignments, but often provide convenient options for our clients when seeking advice, information or analysis to help resolve issues that may or may not be directly related to project assignments. In addition to our competent and experienced PM/CM staff, the complete depth of our technical staff is always available to assist the City of Hutto when unique situations are encountered. Services shown below are anticipated for this contract as well as additional listed services available to the City of Hutto:

- | | |
|--|---|
| • Owner's Representative | • Project Inspection and Reports |
| • Project Management | • Submittal Review |
| • Construction Management | • Review Payment Applications and Quantities |
| • Schedule Management and Tracking | • Review Change Orders |
| • Budget Management, Analysis and Tracking | • Attend Various Project-related Meetings |
| • Construction Inspections | • Review Record Drawings for Accuracy |
| • Plan/Constructability Reviews | • Visit Project Sites, as Needed (Typically Weekly) |
| • Documents Control/Admin Support | • Manage Construction Activities and |
| • CM Field Support | • Documentation |
| • Commissioning | • Coordinate Utilities for Construction Activities |
| • Existing Facilities Condition Assessment | • Log, Track and Assist with Project |
| • Program Management | Documentation Needs |
| • Architectural Support | • Formulate Change Order Documentation Upon |
| • Cost Estimating | Request |
| • Campus Master Planning | • Review and Process Construction Materials |
| • Bond planning | • Manage Testing Results and Invoices |
| • Utility Systems | • Coordinate Punch List Preparation and |
| • Complete Range of Engineering Support | Completion |
| • Design Meetings | • Provide Project Closeout Meeting and |
| • Pre-Construction Meeting | Documentation Assistance, as Needed |
| | • Other Related Services, as Needed |



Key Metrics

Our key metrics are modeled from the Malcolm Baldrige National Quality Award. **FNI has received this award twice, once in 2010 and again in 2024, and is one of only 13 organizations to earn this distinction as a repeat recipient. We were the first engineering/architecture firm to be awarded, which is the highest level of recognition for performance excellence in the United States.**

The FNI key metrics can be summarized by our successful completion of all projects related to conformance to established budgets, schedules and scope provided. We rely on our team building ability to effectively coordinate with A/Es, contractors, consultants, vendors and most importantly the client.

We have successfully established cohesive and dynamic teams, all dedicated to working closely to achieve the mutual goals of the client and total success of the project and all team members involved. Our vision is to be the very best at client service, resulting in long-term mutually beneficial relationships and to be the firm of choice for clients and employees, and we instill the same vision in all team members. We continuously monitor the project team's activities to confirm consistent cooperation, professionalism, attitude and drive throughout the project. We will report to the City any issues that develop, along with a proposed corrective resolution, during our regularly scheduled project meetings.

Customer Satisfaction

At FNI, we measure and monitor customer satisfaction in several ways:

1. We will schedule meetings with the FNI Principal-in-Charge and the City of Hutto Director of Capital Projects to obtain firsthand observations of our performance from the City.
2. Customer scorecards are sent to the Capital Projects Team to be completed by the City and returned directly to FNI's CEO, Brian Coltharp, for internal resolution and corrections.
3. FNI internal reviews are conducted with the FNI senior project team members with their Principal-In-Charge, Group Managers, Technical Leaders and Quality Assurance advisors.
4. The main key indicator of our success is if the client would choose FNI again for repeat business. Our repeat client's request for services has resulted in a 85.7% success rate for repeat business.

We have found these systems of checks and balances provide our team with valuable insight and direction for continuous improvement of our services to our clients. Adjustments can be made at any time as the projects develop through final completion.

Measuring Success

The City of Hutto's success is FNI's success, and FNI will employ the following metrics to measure the service we provide:

One Page Reports – FNI has developed a standard one-page project reporting procedure that can be used for both internal project team communication and monthly project updates to the City. It is a snapshot view of the project, allowing PMs to be alerted to possible issues and delays and keep the client informed about project activities, schedule and budget.

FNiManager – Our web-based project management information system will actively track the progress of project documentation, including QC/QA reviews, on a real-time basis. We can upload pertinent project documents and correspondence directly to the program, allowing all project team members to have access to the information they need when they need it.

Personal Communication – Face-to-face meetings and conversations are imperative in building and maintaining trusted relationships and in helping solve problems. Our project team will periodically meet with the City to discuss project progress and quality, including the project's schedule, upcoming project needs from the City and the quality of the services provided.

Construction Management Philosophy

Since its founding, FNI has been heavily involved in the construction of our designs and naturally developed a strong affinity for PM/CM. Over time, the role of the engineer changed to design-only and separate professionals were engaged in the project construction management functions. Over the course of the last 30 years there has been continued growth in the use of third-party construction management and inspection. We can serve as a trusted advisor and guide clients through every step to make sure projects are done right and delivered to the client's expectations, especially with regard to schedule and budget.

FNI's project delivery approach is to efficiently assist in the management of both the design engineer and the builder by creating an overarching and unifying system of command and control to plan, execute, measure and manage all aspects of the project with consistently high results. The project management philosophy at FNI, is above all, holistic. We believe the management of risk for our clients begins during planning and design and extends through the facility start-up and contract close-out phase to provide a properly functioning facility that is fully maintainable and transferred to the Owner at the conclusion of the project. Schedule and budget management are closely intertwined, and our PMs and CMs are very adept at actively managing the risks related to these two key elements.

One core FNI philosophy is risk management. Risk management is ingrained in our PM/CM staff and is a natural function of our thought process. Although we have the ability to provide a formal risk management



FNiManager Dashboard

Streamlining the Flow of Information

FNiManager, FNI's in-house documentation management system, streamlines the flow of information and stores project data for convenient access. System benefits and features include:

- Field personnel can upload daily reports and photos from tablets or smartphones.
- Instant access to plans, specifications and project documentation expedites the construction process.
- Password protection allows for secure access by team members and stakeholders.
- Communications can be directed toward specific team groups through use of customizable permissions.
- Intuitive interface reduces time spent navigating and clicking.

program with a full risk analysis and dedicated risk staff, we believe risk management works better when every member of the integrated management team is a direct participant and does not rely on a separate group within the organizational structure to identify and control risks for them. In addition to managing risk, many of our PM/CM staff are accomplished professionals in a specific technical discipline. They fully understand the components of properly completed projects and the professional "standards of care" that ultimately judge contract conformance. Our PM/CM staff have also spent a considerable amount of time in the field during the construction phase of their past projects, making them very familiar with coordinating between design professionals in the office, general contractors, subcontractors and governing agencies during construction. This commitment by FNI to the development of holistic PM skills with a firm focus on risk allows us to provide a higher level of service to our clients with less staff.

A second core philosophy is "no surprises". The management and delivery of capital projects requires a continuous cycle of planning, assessment and adjustments. This effort requires attention to detail, a customer-first attitude, and the ability to motivate, coach, and direct all participants toward success. Many of the projects we have completed have won awards, which can primarily be attributed to our ability to create an atmosphere of common purpose and helpful interaction between all participants. Integral to providing proper motivation is the requirement of clear, succinct and constant communication. It is FNI's philosophy that there should be only one source of truth and that source should be fully accessible and continuously kept up to date. By working as an integrated team (Owner, Managers, Designers, Builders and Support Personnel) and instilling a strong sense of teamwork and common good, we can eliminate surprises that disrupt the continuous flow of the project.

A third core philosophy is everyone working on the project must be absolutely needed, but no one person must be absolutely indispensable. We firmly believe in lean staffing concepts so our management team is right-sized for the workload; however, the personnel plan must be robust enough to mitigate any potential schedule or quality risk that the absence of a single individual may present. Integral to this philosophy is the check and balance requirement of prudent management. Our PM/CM staff are all trained to make solid decisions and take responsibility for their decisions, which allows us to be very successful with lean staffing plans.

FNI has a definitive understanding that design quality is a keystone of smooth construction delivery, as is the use of rigorous cost and schedule management. A core commitment at FNI is to optimize use of available technologies effectively, efficiently and in a responsible manner. FNI is committed to the professional delivery of capital projects using the best practices in the field of PM/CM. Although our firm has a long, storied history, we are progressive in our philosophy of technical adoption where we see benefits to quality and productivity that save our clients time and money.

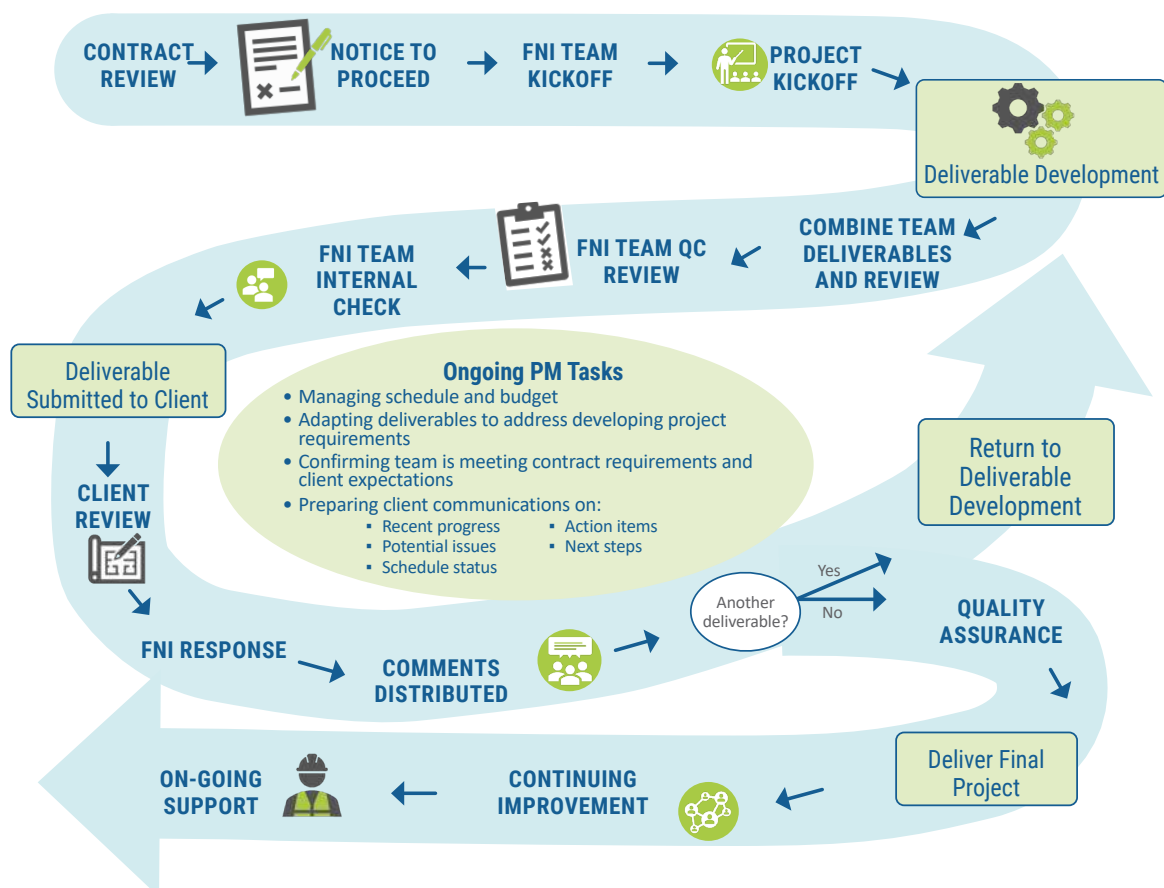


Overall Ability

Throughout our history, FNI has had the opportunity to be the trusted advisor to clients who were seeking more than just design proficiency. We developed project and construction management techniques well in advance of the A/E industry that have since evolved and become the cornerstone of our current practice. This industry has been significantly impacted by the advent of modern computational methods, and again, FNI has been in a leadership role in developing and deploying new technology systems and tools to support our project teams. FNI has managed some of the most complex projects in Texas. Currently, FNI's annual revenue is more than \$200 million with FNI's Construction Management assignments making up more than 24% of the annual billable work for FNI. Through collaboration, technical assistance and multidiscipline cooperation, this work is distributed throughout all of the technical groups and divisions within our company. FNI has provided owner's representative and CM and inspection CMAR services on projects across the entire State of Texas and much of the southern U.S., focused on both new and existing facilities of all sizes, scopes and budgets.

In addition to the extensive FNI training and experience levels of our available staff, our standard services provided to projects can also include plan/constructibility reviews during the design phase, procurement strategies and bid phase assistance, schedule and phasing, meeting facilitation, public and end-user outreach, document/administration controls, material testing lab coordination and review, commissioning services, project completion and close-out coordination, and warranty phase services. Plan reviews provide input to the City related to design, specifications and contract documents in the form of constructibility reviews. These reviews encompass a double check on the architect/engineer of record and contractors, and lead to compliance with the Owner's goals.

QA/QC Process



8. Capacity and Availability

FNI is organized in a manner to effectively and efficiently perform the functions of a multidisciplinary management, engineering and design firm at multiple office locations for a variety of clients. The structure of the organization is such that policies and yearly goals are managed by executives, the performance of services by type are managed by lead technical representatives for each type of service provided, and the individual office managers are responsible for the staff assigned to their office. Evidence of FNI's employee satisfaction is the longevity of employment. FNI consistently ranks as one of the best employers in Texas and the constant interest in self-improvement is exhibited across all FNI staff.

During all phases of construction, FNI will remain focused on meeting the City's project schedule. The experienced FNI project team leaders will oversee the quality of all aspects of the project. Our established communication protocols will verify that continuous communication and proper documentation will be provided to all participants and stakeholders throughout the project duration. We have the capabilities to concurrently manage multiple projects. The table below shows our local office staff running the project(s), as well as the additional staff resources available to pull from, if needed.

RESOURCES AVAILABLE TO CITY OF HUTTO	
Local Offices	179
Statewide Texas	871
Firmwide	1,300+





Mission

Innovative approaches
Practical results
Outstanding service

Vision

Be the firm of choice
for clients and
employees

Values



 **L** LEARN
CONTINUOUSLY

 **E** ENGAGE
AS FAMILY

 **A** ACT
WITH INTEGRITY

 **D** DELIVER
QUALITY

 **S** SERVE
ALWAYS



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512-617-3100 | freese.com
10431 Morado Circle, Building 5, Suite 300 | Austin, TX 78759

4.4 New Vendor Packet

If selected for award, the vendor agrees to provide the City with a completed [New Vendor Packet](#) before the commencement of any performance required under an Agreement. Completed New Vendor Packets must be submitted to the Purchasing Officer via email at procurement@huttotx.gov.

4.5 Non-Appropriation

Respondent hereby acknowledges and agrees that any contract resulting from this solicitation reflects a commitment of the City's current revenues only and that the City shall have the right to terminate any Contract at the end of any City fiscal year if the City Council does not appropriate sufficient funds. The City may effect such termination by providing written notice at the end of its current fiscal year. Provide timely notice to maintain the City's ability to perfect termination.

Article V. Required Respondent Information

5.1 Solicitation Response Form

By signing and submitting the solicitation response, Respondent acknowledges that they have inspected the specifications, are capable and willing to perform and/or provide the required services and/or products, and shall complete this project within the amount of time and dollar amount specified. The undersigned certifies that the provided information contained in this Submission have been carefully checked and submitted as correct and final. All unit prices include the cost of delivery. The undersigned is authorized to bind themselves or the entity they represent to a contract.

☐ An individual proprietorship

☐ A partnership

☒ A corporation chartered under the laws of the State of Texas acting by its officers pursuant to its by-laws or a resolution of its Board of Directors.

Signature: 

Printed Name: **John New, PE, CCM**

Title: **Vice President/Principal**

Date: **June 3, 2026**

5.2 Respondent Information

5.2.1 Company Profile

Company Name: **Freese and Nichols, Inc.**

and D/B/A: **Freese and Nichols, Inc.**

Phone: **512-213-3200**

Email: **john.new@freese.com**

If there is no toll-free number, does the company accept collect calls? ☐ Yes ☒ No

Contacts:

Corporate Contact for this Submission:

Name: **John New, PE. CCM**

Address: **1251 Sadler Drive, Building 1, Suite 1150**

City, State, Zip: **San Marcos, TX 78666**

Phone: **210-298-3820** Fax: **817-735-7491**

E-mail: **john.new@freese.com**

Website: **www.freese.com**

If local contact is the same as corporate contact, check here ☒

Local Contact for this Submission:

Name:

Address:

City, State, Zip:

Phone:

Fax:

E-mail:

Website:

Number of years the company has been in business under this name: **50**

Other company names used with dates, from/to:

Freese and Nichols, Inc. (1976 - present)

Freese and Nichols (1973 - 1976)

Freese, Nichols & Endress (1959 - 1973)

Freese and Nichols (1938 - 1959)

Hawley, Freese and Nichols (1928 - 1938)

Hawley and Freese (1927 - 1928)

John B. Hawley, Consulting Engineer (1894 - 1927)

5.3 List of Machinery and Equipment

If applicable- It is required that a Contractor be able to perform the Scope of Work of the solicitation. It is represented as part of this solicitation response that the below listed equipment is available for use on the work covered by the Scope of Work. (Attached additional pages as necessary.)

As a part of the solicitation response evaluation, a team from the Public Works Department may inspect the availability and capability of the equipment of the Contractor submitting the winning solicitation response.

Units	Types of Equipment
N/A	

5.4 Litigation History

At its discretion, the City of Hutto's Finance Department may review a Respondent's pending or history of litigation as part of the evaluation process. Any awaiting litigation or litigation history deemed, in the sole discretion of the City of Hutto, to demonstrate unsatisfactory performance, adversarial or contentious demeanor, or significant failure(s) to meet contractual obligations may be grounds for disqualification under this solicitation.

5.5 References

Respondent shall submit a list of at least three (3) references for which Respondent has provided like products or services. References will include contact name and phone number. Solicitation response submitted without three references may be disqualified from consideration. Central Texas area references are preferred.

Company: **City of Baytown**

Contact name: **Joseph Gregerz** Phone number: **713-453-0341**

Email: **gjoseph@tgsgroup.com**

**Joseph was formerly employed by the City of Baytown*



Company: **City of Austin**

Contact name: **Peter Morales** Phone number: **512-974-1678**

Email: **peter.morales@austintexas.gov**

Company: **New Braunfels Utilities**

Contact name: **Ashley Zimmermann** Phone number: **830-608-8952**

Email: **ashleyz@nbutexas.com**

5.6 Deviation or Compliance

5.6.1 Deviation

In the event the undersigned Respondent intends to deviate from the general term, conditions, special conditions, or specification contrary to those listed in the "Terms and Conditions" and other information attached hereto, all such deviations must be LISTED IN THIS SECTION, with complete and detailed conditions and information also being attached (attach additional pages as necessary.)

5.7.2 No Deviations

In the absence of any deviation entry in this section, Respondent assures the City of Respondent's compliance with the Terms, Conditions, Specifications, and information contained in this solicitation.

Deviation #	Deviation Title	RFP Reference (related to the deviation)	Detailed Deviation Description
N/A			

5.7 Cooperative/ Interlocal Purchasing

Authority for local governments to contract with one another to perform certain governmental functions and services, including but not limited to purchasing functions, is granted under Government Code, Title 7, Chapter 79I Interlocal Cooperation Contracts, Subchapter B and Subchapter C, and Local Government Code, Title 8, Chapter 27I, Subchapter F, Section 27I.10I and Section 27I.102.

Other governmental entities within the State of Texas may be extended the opportunity to purchase off of the City of Hutto's RFP, with the consent and agreement of the successful Proposer and the City of Hutto. Such consent and agreement shall be conclusively inferred from the lack of exception to this clause in the submitted Qualifications Packet. However, all parties indicate their understanding, and all parties hereby expressly agree that the City of Hutto is not an agent of, partner to, or representative of those outside agencies or entities and that the City of Hutto is not obligated or liable for any action or debts that may arise out of such independently-negotiated cooperative procurements.

Other governmental entities utilizing Interlocal agreements with the City of Hutto may desire but are not obligated, to purchase goods and services defined in this Submission from the selected Respondent. All purchases by governmental entities other than the City of Hutto will be billed directly to and paid by that governmental entity. The City of Hutto will not be responsible for the debts of other governmental entities. Each governmental entity will place its orders with the successful Proposer and be accountable for ensuring full compliance with the specifications.

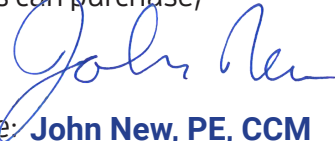
The City of Hutto will notify the successful Proposer of its intent to award before other governmental entities may place orders.

Please indicate below if you permit other governmental entities to purchase from your agreement with the City of Hutto.

☐ Yes, others can purchase;

☒ No, only the City of Hutto can purchase.

Signature:

A handwritten signature in blue ink, appearing to read 'John New'.

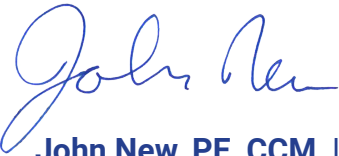
Printed Name: **John New, PE, CCM**

Title: **Vice President/Principal**

Date: **June 3, 2026**

Chapter 2264 by a subsidiary, affiliate, or franchisee of the business, or by a person with whom the business contracts.

9. Prohibition of Contracts with Companies Engaged in Business with Iran, Sudan, or Foreign Terrorist Organizations. Pursuant to Section 2252.152, Texas Government Code, neither the Respondent nor any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the Respondent is a company currently listed by the Texas Comptroller of Public Accounts under Section 806.051, 807.051, or 2252.153 of the Texas Government Code.
10. Sample Form I295. Pursuant to Section 2252.908 of the Texas Government Code, Respondent must submit, to the Texas Ethics Commission via the website found at www.ethics.state.tx.us, the below-presented Form I295. A completed version of this form must be provided to the City for incorporation into this Exhibit A to be considered complete.

Authorized Signature: 

Printed Name & Title: **John New, PE, CCM | Vice President/Principal**

Date: **June 3, 2026**

Phone: **210-865-5461**

V. CLAIMS

If a claim, demand, suit or other action is asserted against the Vendor which arises under or concerns the Agreement, or which could have a material adverse effect on the Vendor's ability to perform thereunder, the Vendor shall give written notice to the City within ten (10) calendar days after receipt of notice by the Vendor. Such notice to the City shall state the date of notification of any such claim, demand, suit, or other action; the names and address of the claimant(s), the basis thereof, and the name of each person against whom such claim is asserted. Such notice shall be delivered to the Purchasing Department as set forth below.

W. NOTICES

Unless otherwise specified, all notices, requests, or other communications required or appropriate to be given under the Agreement shall be in writing and deemed delivered three (3) business days after postmarked if sent by US Postal Service Certified or Registered Mail, Return Receipt Requested. Notices delivered by other means shall be deemed delivered upon receipt by the addressee. Routine communications may be made by first-class mail, fax, or other commercially accepted means.

Notices to the Vendor:

Freese and Nichols, Inc.

10431 Morado Circle, Building 5, Suite 300

Austin, Texas 78759

john.new@freese.com

Notices to the City:

City of Hutto

Purchasing Officer

500 W. Live Oak Street

Hutto, TX 78634

Sabrina.Manning@huttoTX.gov



CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

Freese and Nichols, Inc.

2 ☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

N/A

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes

☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

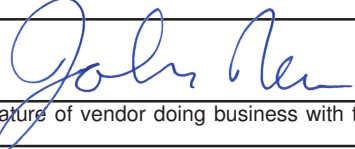
☐ Yes

☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

N/A

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 
Signature of vendor doing business with the governmental entity

May 15, 2026

Date



ADDENDUM NOTICE TO SUBMITTERS

Project Name: Third-Party Construction Inspection Services

Solicitation Number: RFQ# 2026-020-KM-02

Addendum Number: I (one)

Date Issued: 5/8/2026

Submission Due Time & Date: 2:00 PM CST, Wednesday May 6, 2026

NOTICE TO BIDDERS

This Addendum forms a part of the Contract Documents and modifies the original Solicitation Documents as noted below. Acknowledge receipt of this Addendum in the space provided below. Failure to acknowledge receipt of this Addendum may result in disqualification of the submission.

CHANGES TO THE SOLICITATION DOCUMENTS

The following revisions, clarifications, or additions are hereby made:

- 1. Removal of a portion of Line 6, Section 5.I, Page 14 of 24 of Solicitation Document.**
- 2. Removal of Section 7.I.I, under Section VII Standard Terms & Conditions, Page 20 of 24 of Solicitation Document.**

ATTACHMENTS

List any revised specifications, drawings, or other documents included with this Addendum:

- **Revised pages 14 and 24.**
- **Listing of Questions & Answers posted to Bonfire, as of 5/8/2026, 3:00 PM CST.**

All other terms and conditions of the original Solicitation remain unchanged.

Issued By: Sabrina Manning

Title: Purchasing Officer

City of Hutto

Acknowledged/Received by:  John New, PE, CCM

Title: Vice President/Principal

4.4 New Vendor Packet

If selected for award, the vendor agrees to provide the City with a completed [New Vendor Packet](#) before the commencement of any performance required under an Agreement. Completed New Vendor Packets must be submitted to the Purchasing Officer via email at procurement@huttotx.gov.

4.5 Non-Appropriation

Respondent hereby acknowledges and agrees that any contract resulting from this solicitation reflects a commitment of the City's current revenues only and that the City shall have the right to terminate any Contract at the end of any City fiscal year if the City Council does not appropriate sufficient funds. The City may effect such termination by providing written notice at the end of its current fiscal year. Provide timely notice to maintain the City's ability to perfect termination.

Article V. Required Respondent Information

5.1 Solicitation Response Form

By signing and submitting the solicitation response, Respondent acknowledges that they have inspected the specifications, are capable and willing to perform and/or provide the required services and/or products, and shall complete this project within the amount of time and dollar amount specified. The undersigned certifies that the provided information contained in this Submission have been carefully checked and submitted as correct and final. All unit prices include the cost of delivery. The undersigned is authorized to bind themselves or the entity they represent to a contract.

☐ An individual proprietorship

☐ A partnership

☐ A corporation chartered under the laws of the State of Texas acting by its officers pursuant to its by-laws or a resolution of its Board of Directors.

Signature:

Printed Name:

Title:

Date:

Article VI. Responses

The Response shall describe the firm's qualifications, capabilities, and resources to perform the services outlined in this solicitation. No pricing, rates, or cost information shall be included in the response. Respondent must submit Qualifications, in the form presented in Exhibit C, as a part of the solicitation response.

Article VII. Standard Terms and Special Conditions

7.I Standard Terms and Special Conditions

7.I.1 Labor, Materials, and Time

Solicitation Responses must incorporate the cost of all labor, materials, tools, supplies, transportation, disposal, equipment, insurance, personnel, and any other necessary ancillary item to satisfactorily perform work requested in this Solicitation. All travel and associated expenses, including all incidental costs, may be set at the rates determined by the U.S. General Services Administration and shall be the responsibility of Respondent unless otherwise negotiated in the Contract.

7.I.2 OSHA Compliance

In responding to this Solicitation, Respondent affirms that it shall observe the rules and regulations found in the Occupational Health and Safety Standards as published by the Occupational Health and Safety Administration, in the performance of all work requested under this Solicitation.

Respondent acknowledges that, if applicable, compliance with Occupational Health and Safety Standards may require the provision of personal protective equipment during work performance.

7.I.4 Interpretation

- (a) The City shall be sole interpreter of the terms, conditions, specifications, and performance requirements of this solicitation.
- (b) After submission, no amendments, corrections, or modifications to a Response will be permitted, unless specifically requested by the City. The Respondent or Respondent's agent may not change an opened submission to correct any error.
- (c) The Respondent shall also be bound by the Standard Terms and Conditions presented in **Exhibit B**.



Vendor Discussions

Unable to download files

May 05, 2026 10:46 AM CDT

I am unable to download the required documents (Statement of Qualifications and Other Requested Information).

Sabrina Manning, May 05, 2026 11:17 AM CDT

Thank you for bringing that to my attention. Please find 4 files under the "Supporting Documentation" section.

Question RE: Solicitation

May 06, 2026 3:50 PM CDT

On page 20 of the SOQ Article Vi. Responses, it says "No pricing, rates, or cost information shall be included in the response. Respondent must submit Qualifications, in the form presented in Exhibit C, as a part of the solicitation response. " However, the next paragraph, Article VII. Standard Terms and Special Conditions/7.1 Standard Terms and Special Conditions 7.1.1 Labor, Materials, and Time it says "Solicitation Responses must incorporate the cost of all labor, materials, tools, supplies, transportation, disposal, equipment, insurance, personnel, and any other necessary ancillary item to satisfactorily perform work requested in this Solicitation. All travel and associated expenses, including all incidental costs, may be set at the rates determined by the U.S. General Services Administration and shall be the responsibility of Respondent unless otherwise negotiated in the Contract. " Can you please clarify if we are to include costs or not in the response? Thank you!

Sabrina Manning, May 08, 2026 3:00 PM CDT

No costs should be included in the RFQ response. I correcting addendum will be issued shortly.



ADDENDUM NOTICE TO SUBMITTERS

Project Name: Third-Party Construction Inspection Services

Solicitation Number: RFQ# 2026-020-KM-02

Addendum Number: 2 (two)

Date Issued: 5/13/2026

Submission Due Time & Date: 5:00 PM CST, Wednesday June 3, 2026

NOTICE TO BIDDERS

This Addendum forms a part of the Contract Documents and modifies the original Solicitation Documents as noted below. Acknowledge receipt of this Addendum in the space provided below. Failure to acknowledge receipt of this Addendum may result in disqualification of the submission.

CHANGES TO THE SOLICITATION DOCUMENTS

The following revisions, clarifications, or additions are hereby made:

- 1. Removal of line item on Page I of Exhibit C , Section I. Cover Letter**
- 2. Correction of line items on Page 3 of Exhibit C, Section 9. Required Forms.**

ATTACHMENTS

List any revised specifications, drawings, or other documents included with this Addendum:

- **Revised pages I and 3 of Exhibit C.**
- **Listing of Questions & Answers posted to Bonfire, after Addendum #1 thru 5/13/2026, 1:00 PM CST.**

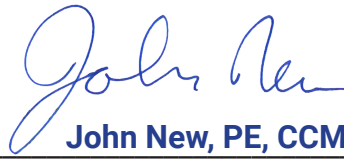
All other terms and conditions of the original Solicitation remain unchanged.

Issued By: Sabrina Manning

Title: Purchasing Officer

City of Hutto

Acknowledged/Received by:



John New, PE, CCM

Title: Vice President/Principal

EXHIBIT C - STATEMENT OF QUALIFICATIONS (SOQ) & EVALUATION CRITERIA



Third Party Construction Inspection Services

RFQ# 2026-020-KM-02

I. COVER LETTER (I page max)

Include:

- Firm name, address, and primary contact information
- Statement of interest in providing services (list all that apply)
 - Transportation & Right-of-Way Improvements
 - Water Distribution Systems
 - Wastewater Collection Systems
 - Stormwater & Drainage Systems
 - Vertical & Site Development (Municipal & Residential)
 - Franchise & Dry Utilities Coordination (within ROW)
- Acknowledgment of receipt of all addenda
- Brief summary of qualifications (2–3 sentences)
- Authorized signature

2. TABLE OF CONTENTS

Clearly identify all sections and page numbers. Responses should follow the order outlined in this template.

3. FIRM QUALIFICATIONS & EXPERIENCE

Provide a concise overview of your firm:

- Legal name and year established
- Ownership structure (e.g., corporation, partnership)



- Understanding of the City's needs and objectives
- Approach to performing the scope of work
- Quality assurance/quality control (QA/QC) processes
- Communication and coordination with City staff
- Approach to schedule management and responsiveness

8. CAPACITY & AVAILABILITY

Demonstrate your ability to perform the work:

- Current and projected workload
- Available staff and resources
- Ability to meet required timelines
- Local presence and/or response times (if applicable)

9. REQUIRED FORMS & COMPLIANCE DOCUMENTS

Include all forms required in the RFQ, such as:

- Conflict of Interest Questionnaire
- Non-Collusion Affidavit [1295](#)
- Addenda Acknowledgment [W-9](#)
- Insurance requirements
- Any other required certifications

10. ADDITIONAL INFORMATION (OPTIONAL)

Include any additional information relevant to your qualifications that was not addressed in previous sections.

SUBMITTAL REQUIREMENTS

- Page limit: The SOQ shall not exceed **40 pages**, excluding the cover letter, table of contents, resumes, and required forms. Resumes shall be limited to **two (2) pages per individual**
- Format: PDF, in 12pt font
- Submission deadline: June 3, 2026, 5:00 PM CST
- Delivery instructions: upload via Bonfire

Incomplete submissions may be deemed non-responsive.



Vendor Discussions

Exhibits

May 13, 2026 9:13 AM CDT
Page 24 says that Exhibits A, B, and C are to be submitted with our response, or it will be considered non-responsive. Are we to return each document in its entirety?
Sabrina Manning, May 13, 2026 9:57 AM CDT
On exhibits A & B, the signature pages are sufficient, along with any requested information (such as 1295 of exhibit A; page 24 of exhibit B). Exhibit C is provided as a guideline to your SOQ response.
May 13, 2026 10:08 AM CDT
So we are to sign and execute pgs 27-28 of Exhibit B, along with including page 24? Do we include page 17 Deviations with Exhibit B?
Sabrina Manning, May 13, 2026 10:55 AM CDT
If applicable.
May 13, 2026 11:34 AM CDT
Sorry Ms Manning, but I'm not understanding the submission requirement for Exhibit B. You're only asking for page 24 of this document, along with any T&C Deviations per the format on RFQ page 17? We only want to ensure we're in compliance with our submission.
Sabrina Manning, May 13, 2026 12:25 PM CDT
Please reference my other responses. If additional clarifications are needed still, please attend today's pre-qualifications meeting. I will be posting an addendum to include all questions asked after Addendum #1, as well as any corrections to Exhibit C requests.

Other forms

May 13, 2026 9:20 AM CDT

Please confirm if RFQ pages 14, 15, and 18 are to be included in the submission.

Sabrina Manning, May 13, 2026 12:22 PM CDT

Yes, please include that with the "other requested items" under requested information.

Form 1295 Certificate of Interested Parties

May 13, 2026 9:24 AM CDT

If this form is required for the response, please advise the Project# that is to be listed.

Sabrina Manning, May 13, 2026 10:56 AM CDT

Yes. Project number can be 00000

Exhibit C Required Forms

May 13, 2026 9:32 AM CDT

Page 3 of Exhibit C does not match the RFQ document Page 24 for required forms. It does not list Exhibits A or B. Can you provide a confirmed list of required forms and exhibits for submission?

Sabrina Manning, May 13, 2026 10:58 AM CDT

The Solicitation response (section V of the solicitation packet), and Exhibit C - the SOQ packet are two separate items to be submitted, along with any requested signatures and information found in Exhibit A and B.

RFQ requirements, page 16

<i>May 13, 2026 9:35 AM CDT</i>
RFQ page 16 states to submit a List of Machinery and Equipment, Litigation History, and References (at least 3). However, none of these items is included in Exhibit C.
<i>Sabrina Manning, May 13, 2026 12:21 PM CDT</i>
While this information should be provided as applicable, it does not need to be included with the SOQ. Please note that under requested information there are two parts. One is the SOQ. The other is "other requested information" which would include addenda acknowledgements, Solicitation response - section V, Exhibits A and B. There is no need to duplicate information being submitted. If it is not in the SOQ, then please consider it "other requested information".

Insurance

<i>May 13, 2026 10:53 AM CDT</i>
Page 3 of Exhibit C requests that the form "Insurance requirements" be included. Is there a form for this, or are you asking for our Certificate of Insurance?
<i>Sabrina Manning, May 13, 2026 12:15 PM CDT</i>
Yes, to fulfill the insurance requirement please provide a certificate of Insurance as outlined in Section 7.2 of the Solicitation should be included as part of the SOQ.

Exhibit C - Item 9. Non-Collusion Affidavit

<i>May 13, 2026 11:39 AM CDT</i>
Exhibit C page 3, item 9 Required Forms is requesting a Non-Collusion Affidavit, "as required in the RFQ." We're not finding this form in the RFQ. Please advise.
<i>Sabrina Manning, May 13, 2026 12:21 PM CDT</i>
A second addendum will be issued today, removing that requirement of this affidavit. This was left in, in error.



Addenda Acknowledgement

May 13, 2026 11:51 AM CDT

In Exhibit C, page 1, the Cover Letter requests Acknowledgment of receipt of all addenda, while page 3, Required Forms, requests the Addenda Acknowledgment form. Is addenda acknowledgment required in both places?

Sabrina Manning, May 13, 2026 12:19 PM CDT

No, it does not need to be submitted in multiple locations.. Each Addenda released has its own section of acknowledgement. Please include that with the "other requested items" under requested information. A second addendum will be issued today, removing that requirement from both parts of the SOQ.



ADDENDUM NOTICE TO SUBMITTERS

Project Name: Third-Party Construction Inspection Services

Solicitation Number: RFQ# 2026-020-KM-02

Addendum Number: 3 (three)

Date Issued: 5/20/2026

Submission Due Time & Date: 2:00 PM CST, Wednesday May 6, 2026

NOTICE TO BIDDERS

This Addendum forms a part of the Contract Documents and modifies the original Solicitation Documents as noted below. Acknowledge receipt of this Addendum in the space provided below. Failure to acknowledge receipt of this Addendum may result in disqualification of the submission.

CHANGES TO THE SOLICITATION DOCUMENTS

The following revisions, clarifications, or additions are hereby made:

I. Removal of Section 7.2.2 – Performance & Payment Bond Amounts, under Section VII Standard Terms & Conditions, Page 23 - 24 of Solicitation Document.

ATTACHMENTS (If Applicable)

List any revised specifications, drawings, or other documents included with this Addendum:

- **Listing of Questions & Answers posted to Bonfire, from 5/14 – 5/20/2026.**

All other terms and conditions of the original Solicitation remain unchanged.

Issued By: Sabrina Manning

Title: Purchasing Officer

City of Hutto

Acknowledged/Received by:  John New, PE, CCM

Title: Vice President/Principal

7.1.II Remedies

All remedies available to the City of Hutto for breach or anticipatory breach of any Contract that results from this solicitation are cumulative and may be exercised concurrently or separately. The exercise of any one remedy shall not be deemed an election of such remedy to the exclusion of other remedies. Liquidated damages, actual damages, cost projects, and/or injunctive relief may also be invoked separately or combined with any other remedy per applicable law.

7.2 Insurance and Bonds

7.2.I Required Insurance Coverages

For the duration of any contract resulting from this Solicitation, Respondent shall acquire insurance with financially sound and reputable independent insurers, as applicable, as set forth below:

Type of Insurance	Amount of Insurance	Required Provisions
Commercial General (Public) Liability to include coverage for, at a minimum, the following:	\$1,000,000 per occurrence and \$2,000,000 general aggregate OR	The City must be listed as an additional insured and provide thirty (30) days' notice of cancellation or material change in coverage.
Premises/Operations; Operations; Independent Contractors; Personal Injury, and Contractual Liability.	\$2,000,000 combined single coverage limit	The City must be provided a waiver of subrogation. City prefers the insurer be rated B+VI or higher by A.M. Best or A or higher by Standard and Poor's.
Business Auto Liability	\$1,000,000 combined single limit	The City must be provided with a waiver of subrogation.
Workers' Compensation & Employers Liability	Statutory Limits of \$1,000,000 per incident	The City must be provided with a waiver of subrogation.
Professional Liability	\$1,000,000 per occurrence	The inclusion of a no-burn-off provision is required.
Liability - Railroads	\$1,000,000 Bodily Injury \$1,000,000 Property per occurrence required for any work performed on or within fifty (50) feet of any railroad property.	None.

7.2.2 Performance and Payment Bond Amounts

The successful Proposer shall furnish to the City of Hutto, within ten (10) days of the notice of award, a Performance Bond in the amount of one hundred percent

Page 23 of 24

(100%) of the contract price from an approved surety company holding a permit from the State of Texas, in accordance with the Texas Insurance Code, and solely for the protection of the City in the event the Proposer defaults or terminates the contract.

7.3 Disclosure of Interested Parties

Prior to entering into a contract that requires action or vote by the City Council, the Respondent must electronically submit a "Certificate of Interested Parties" Form to the Texas Ethics Commission in accordance with Texas Government Code Section 2252.908, as amended, and a copy to the City of Hutto. The City of Hutto shall have no obligations arising from any Contract resulting from this solicitation until such form is completed and correctly submitted.

Article VIII. Submission Checklist

This checklist is provided for convenience only and identifies documents that must be submitted with this solicitation to be considered responsive. Any Solicitation Response received without required documents completed and signed may be disqualified for award.

- ☐ Solicitation Response Complete – [Section V](#)
- ☐ **Exhibit A** – Affirmations and Solicitation Acceptance completed and signed
- ☐ **Exhibit B** – Standard Terms and Conditions
- ☐ **Exhibit C** – SOQ & Evaluation Criteria
- ☐ Deviation or Compliance Form completed, if applicable
- ☐ Access latest Conflict of Interest Questionnaire [here](#). Please fill out and return with your submission. If no conflicts exist, write N/A on the "Name of Officer" line.
- ☐ Access latest W-9 form [here](#). Please fill out, and return with your submission.

Vendor Discussions

RFQ Section 7.2.2 - Performance Bond

May 20, 2026 9:59 AM CDT

RFQ Section 7.2.2 states that a Performance Bond will be required for the Third-Party Construction Inspection Services contract. A performance bond is not customary for professional engineering, inspection, CE&I, CMT, or geotechnical services because the consultant is not constructing the work or guaranteeing project completion. The appropriate risk-transfer mechanisms are professional liability insurance, general liability, workers' compensation, automobile liability, contractual standard-of-care obligations, and termination/cure remedies. If bonding is required by statute or funding agency, we request confirmation of the specific requirement and whether it applies to the professional-services consultant as opposed to the construction contractor.

Sabrina Manning, May 20, 2026 10:48 AM CDT

Thank you for bringing this to our attention. Bonding for professional service consultants is not required. An addendum to correct this section will be posted later today.

Evaluation Timeline Clarification Request

May 19, 2026 11:31 AM CDT

The schedule listed in the RFQ notes a short turnaround from submission (6/3) to Notice of Intent to Award (6/10). Given the maximum page length of 40 pages per response and the ten firms present at the pre-proposal meeting, is this schedule firm or subject to adjustment? Any clarification regarding the evaluation timeline given would be appreciated.

Sabrina Manning, May 20, 2026 10:53 AM CDT

The evaluation timeline identified in the RFQ reflects the City's current project schedule and anticipated procurement timeline. At this time, the dates provided remain unchanged. The City reserves the right to adjust the schedule as necessary.

Questions for RFQ 2026-020-KM-02

May 18, 2026 4:36 PM CDT

Hello, Can you please provide clarification on the following items? 1. Please confirm if the following forms should be included in Section 9 – Required Forms & Compliance Documents: • CIQ • Form 1295 • W-9 • Insurance Certificate – Requirements • Any other required certifications 2. Please confirm if the following forms and attachments should be included in the “Other Requested Information” upload: • Addenda Acknowledgement Forms • Exhibit A – Affirmations and Solicitation Acceptance – signature page • Exhibit B – Standard Terms and Conditions – signature page • 5.1 Solicitation Response Form • 5.2 Respondent Information • 5.3 List of Machinery and Equipment • 5.5 References • 5.6 Deviation or Compliance • 5.7 Cooperative/Interlocal Purchasing Form Thank you!

Sabrina Manning, May 19, 2026 1:52 PM CDT

While all of the above information is required for a proper submission, the specific placement of the information is not material, so long as it is included. The way you have it broken down is perfect.

Clarification for “Vertical & Site Development (Municipal & Residential)” Category

May 15, 2026 8:59 AM CDT

Can the City please clarify whether the “Vertical & Site Development (Municipal & Residential)” category is anticipated to include inspection services for Building Department related projects, privately funded site development, publicly funded municipal projects, or all?

Sabrina Manning, May 20, 2026 10:44 AM CDT

No, no building inspection services. Only construction inspections as directed by the City, although construction inspections may be requested on vertical projects.

Clarification for Franchise & Dry Utilities Coordination (within ROW)

May 15, 2026 8:59 AM CDT

For “Franchise & Dry Utilities Coordination (within ROW),” can the City please clarify whether the anticipated services include only construction-phase coordination and inspection, or if they may also include follow-up and coordination related to utility relocation design and permitting activities required for public improvement projects?

Sabrina Manning, May 20, 2026 10:44 AM CDT

Anticipated services should not include permitting activity support. They should include follow-up and coordination related to the assigned public improvement projects. Coordination will primarily occur with City staff and with representatives of the specific project assigned to the selected firm.

May 13 Prelim Conference

May 14, 2026 10:05 AM CDT

Sabrina, will you be publishing the attendance list from yesterday's prelim conference?

Sabrina Manning, May 19, 2026 12:25 PM CDT

Yes. It's been uploaded to the documents section under Files.



ADDENDUM NOTICE TO SUBMITTERS

Project Name: Third-Party Construction Inspection Services

Solicitation Number: RFQ# 2026-020-KM-02

Addendum Number: 4 (four)

Date Issued: 5/28/2026

Submission Due Time & Date: 5:00 PM CST, Wednesday June 3, 2026

NOTICE TO BIDDERS

This Addendum forms a part of the Contract Documents and modifies the original Solicitation Documents as noted below. Acknowledge receipt of this Addendum in the space provided below. Failure to acknowledge receipt of this Addendum may result in disqualification of the submission.

ATTACHMENTS (If Applicable)

List any revised specifications, drawings, or other documents included with this Addendum:

- **Listing of Questions & Answers posted to Bonfire, from 5/21 – Questions Deadline, 5:00 PM CST 5/27/2026.**

All other terms and conditions of the original Solicitation remain unchanged.

Sabrina Manning

Issued By: Sabrina Manning

Title: Purchasing Officer

City of Hutto

Acknowledged/Received by:  **John New, PE, CCM**

Title: Vice President/Principal

Vendor Discussions

Terms & Conditions

May 26, 2026 8:21 AM CDT
Will the City consider deviation from Standard Definitions, Terms & Conditions in Exhibit B regarding indemnity since Professional Liability insurance will not cover defense costs for claims in advance of being found negligent?
Sabrina Manning, May 27, 2026 8:49 AM CDT
Please refer to direction in section 5.6 of the Solicitation Document.

Document Control Software Clarification Request

May 27, 2026 4:13 PM CDT
What document control software is used by the City of Hutto?
Sabrina Manning, May 27, 2026
For inspections, the city uses SafetyCulture. For document control and as our repository, we use SharePoint through Microsoft 365. Logistics of user access to both will be reviewed at time of award.

Questions for RFQ 2026-020-KM-02

May 20, 2026 6:09 PM CDT
Do the construction contractor contracts have the same liability and indemnification terms?
Sabrina Manning, May 27, 2026
Yes.

Questions for RFQ 2026-020-KM-02

<i>May 21, 2026 5:01 PM CDT</i>
Are graphics and tables/charts, etc. required to have the same 12-pt font limitation, or are smaller fonts acceptable?
<i>Sabrina Manning, May 27, 2026 8:43 AM CDT</i>
So long as it's legible, graphics may have smaller font. Data tables should be as close to 12 pt font as possible.

RFQ 2026-020-KM-02

<i>May 22, 2026 10:44 AM CDT</i>
Can you please confirm that the 12 pt font limitation is a minimum font size requirement and if larger fonts are acceptable to use in this SOQ? Thank you!
<i>Sabrina Manning, May 27, 2026 8:45 AM CDT</i>
So long as it's legible, graphics may have smaller font. Data tables should be as close to 12 pt font as possible. For regular text bodies 12 point is the minimum, there is no Maximum, so larger font is acceptable.

Projects

<i>May 27, 2026 3:29 PM CDT</i>
Do the example projects need to be completed?
<i>Sabrina Manning, May 27, 2026</i>
If you are asking whether project examples demonstrating your work history and prior experience are required, then yes, those examples should be included as part of your submission. If you are asking whether a mock inspection or sample inspection exercise is required as part of the evaluation process, then no. The City will evaluate qualifications based on the information provided in your submission, including relevant project experience and references.

Solicitation Response Form

May 27, 2026 3:29 PM CDT
Are we allowed to reformat the Solicitation Response Form located on pages 14-19 of the RFQ?
Sabrina Manning, May 27, 2026
Yes, as long as the requested information is included. Please keep in mind the inclusion of section V does not count toward the page count of your SOQ.

Awarded Firms

May 27, 2026 3:30 PM CDT
Is the city choosing 1-3 firms per category or 1-3 total firms?
Sabrina Manning, May 27, 2026
The City intends to award to as many firms as necessary to adequately cover the requested categories and services. Depending on the qualifications and service offerings of the responding firms, this may result in one firm covering multiple or all categories, or multiple firms being selected to ensure all categories are sufficiently represented. Accordingly, the number of awards is not limited to 1–3 total firms or strictly 1–3 firms per category.

Standard Definitions, Terms & Conditions

May 27, 2026 3:32 PM CDT
Can the Standard Definitions, Terms & Conditions be amended by the following: Section B.vi. Replace Warranty with Representation and delete “warrants and” in the first sentence.
Sabrina Manning, May 27, 2026
Please refer to direction in section 5.6 of the Solicitation Document.



Required Forms

<i>May 26, 2026 12:27 PM CDT</i>
Can you please clarify what all forms will be submitted separately?
<i>Sabrina Manning, May 27, 2026 8:52 AM CDT</i>
Exhibits A, B, and Section V of the solicitation document should be submitted as "other requested information" All other requested items should be included as part of the SOQ, per the instructions in Exhibit C.



FREEAND-02

WBATESON

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/23/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ames & Gough 8300 Greensboro Drive Suite 980 McLean, VA 22102	CONTACT NAME:	
	PHONE (A/C, No, Ext): (703) 827-2277	FAX (A/C, No): (703) 827-2279
	E-MAIL ADDRESS: admin@amesgough.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : National Fire Insurance Company of Hartford A(XV)	20478
INSURED Freese and Nichols, Inc. 801 Cherry Street, Suite 2800 Fort Worth, TX 76102	INSURER B : Valley Forge Insurance Company A+(XV)	20508
	INSURER C : Continental Insurance Company A+ (XV)	35289
	INSURER D : Travelers Casualty and Surety Company A++. XV	19038
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			7063394194	10/23/2025	10/23/2026	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000				
	☒ Contractual Liab.		MED EXP (Any one person) \$ 15,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	☐ POLICY ☒ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
	OTHER:						\$
B	AUTOMOBILE LIABILITY			7063394177	10/23/2025	10/23/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS		BODILY INJURY (Per person) \$				
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY		BODILY INJURY (Per accident) \$				
			PROPERTY DAMAGE (Per accident) \$				
						\$	
C	☒ UMBRELLA LIAB ☒ OCCUR			7063394180	10/23/2025	10/23/2026	EACH OCCURRENCE \$ 10,000,000
	☐ EXCESS LIAB ☐ CLAIMS-MADE		AGGREGATE \$ 10,000,000				
	☐ DED ☒ RETENTION \$ 10,000		\$				
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			7063394213	10/23/2025	10/23/2026	☒ PER STATUTE ☐ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐ Y ☒ N	N/A				E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liab.			107930947	10/23/2025	10/23/2026	Per Claim 5,000,000

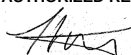
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
PROFESSIONAL LIABILITY AGGREGATE LIMIT: \$10,000,000

RE: On-Call Third-party Construction Inspection Services Master Agreement

City of Hutto, Texas is included as Additional Insured with respect to General Liability, Auto Liability, and Umbrella Liability when required by written contract. General Liability, Auto Liability and Umbrella Liability are primary and non-contributory over any existing insurance and limited to liability arising out of the operations of the named insured and when required by written contract. General Liability, Auto Liability, Umbrella Liability and Workers Compensation SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

CANCELLATION

City of Hutto, Texas City Manager or City Manager Designee 500 W. Live Oak Street Hutto, TX 78634	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 



ADDITIONAL REMARKS SCHEDULE

AGENCY Ames & Gough		NAMED INSURED Freese and Nichols, Inc. 801 Cherry Street, Suite 2800 Fort Worth, TX 76102
POLICY NUMBER SEE PAGE 1		
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:

policies include a Waiver of Subrogation in favor of the Additional Insured where permissible by state law and when required by written contract. 30-day Notice of Cancellation will be issued for the General Liability, Auto Liability, Umbrella Liability, Workers Compensation and Professional Liability policies in accordance with policy terms and conditions. Umbrella Liability coverage sits excess over General Liability, Auto Liability and Employer's Liability coverage.

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
2026-1511143

Date Filed:
09/02/2026

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Freese and Nichols, Inc.
Corpus Christi, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Hutto

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

RFQ# 2026-020-KM-02
ON-CALL THIRD-PARTY CONSTRUCTION INSPECTION SERVICES MASTER SERVICES AGREEMENT

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Pence, Bob	Fort Worth, TX United States	X	
	Coltharp, Brian	Fort Worth, TX United States	X	
	Bennett, David	Denver, CO United States	X	
	Hatley, Tricia	Oklahoma City, OK United States	X	
	Brown, Jessica	Fort Worth, TX United States	X	
	Stull, Cory	Houston, TX United States	X	
	Chambers, Robert	Fort Worth, TX United States	X	
	Huxford, Brandon	Oklahoma City, OK United States	X	
	Weatherly, Richard	Houston, TX United States	X	

5 Check only if there is NO Interested Party.

☐

6 UNSWORN DECLARATION

My name is Trevor Mauck, and my date of birth is [REDACTED].

My address is 800 N. Shoreline Blvd., Ste. 1600N, Corpus Christi, TX, 78401, USA.
(city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Nueces County, State of Texas, on the 2 day of September, 2026.
(month) (year)

Trevor Mauck

Digitally signed by Trevor Mauck
DN: cn=Trevor Mauck@freese.com,
c=US, o=Freese and Nichols, ou=ACCOUNTING
AND CONTRACT SERVICES,
ou=Employees, DC=Freese, DC=com
Date: 2025.09.02 15:37:10 -0600

Signature of authorized agent of contracting business entity
(Declarant)

AGENDA ITEM REPORT

9.2.



To: City Council
Subject: Consideration and possible action on Ordinance No. O-2026-049 authorizing the notice and publication of the Joint Public Hearing of the Planning and Zoning Commission and City Council to be held on October 15, 2026 at 7:00 p.m. to consider recommendations and possible action upon an ordinance repealing and replacing Article 16.02 of the Hutto City Code, the Unified Development Code of the City of Hutto, Texas. (Howard Koontz)
Meeting: Thursday, September 17, 2026
Department: Development Services /
Staff Contact: Howard Koontz

ITEM SUMMARY:

In 2023, City Council granted staff the approval to create development regulations that address contemporary development and zoning practices with Freese and Nichols, LLC. The intent was to create a development code easily understood by administrators, the public, and the development community, as well as support the goals and policies of the Hutto SOAR 2040 Comprehensive Plan and other related long-range planning policy documents. This item is to notice the public hearing of the agreed-upon edits from the joint Planning and Zoning and City Council meeting that took place on 8.13.26.

This item had originally been approved at the August 20th City Council meeting, however the notice was not published. Due to the deadlines for the *Taylor Press*, the soonest meeting to hold this joint public hearing will be the October 15, 2026 meeting.

STAFF RECOMMENDATION:

Motion to approve ordinance as presented.

FISCAL NOTES:

There is no fiscal impact for this item.

ATTACHMENTS:

1. Hutto ORD Joint PH CC and PZ for UDC 10-15-2026

ORDINANCE NO. O-2026-###

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS, ESTABLISHING NOTICE REQUIREMENTS FOR JOINT PUBLIC HEARINGS BEFORE THE CITY COUNCIL AND THE PLANNING AND ZONING COMMISSION TO CONSIDER AMENDMENTS AND THE REPEAL OF THE UNIFIED DEVELOPMENT CODE OF THE CITY OF HUTTO, TEXAS; PROVIDING FINDINGS OF FACT, ENACTMENT, PUBLICATION, PROPER NOTICE AND MEETING, REPEALER, SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Hutto, Williamson County, Texas (the “City”), is a home rule city operating under the laws of its Charter and the State of Texas, by and through its duly elected City Council Members; and

WHEREAS, Chapter 211 of the Texas Local Government Code applies to changes in zoning classifications; and

WHEREAS, in *City of Austin v. Acuna*, the Fourteenth Court of Appeals of Texas found that “the Texas statute provides a home-rule municipality an alternative to individual written notice in that the governing body may, by a two-third vote, prescribe the type of notice to be given a public hearing held jointly with the zoning commission”; and

WHEREAS, Section 211.007(d) of the Texas Local Government Code further provides that if notice is prescribed by such section, certain notice requirements do not apply; and

WHEREAS, the City of Hutto has undergone a review of its Unified Development Code (the “UDC”) and has identified the need to review and consider amending repealing regulations that will repeal and replace the current UDC; and

WHEREAS, the City Council finds that utilizing the joint hearing process authorized by state law continues to provide the public and property owners with an opportunity to provide comments on proposed amendments while expediting the zoning text amendment process; and

WHEREAS, the City Council of the City of Hutto finds that utilizing the joint public hearing process authorized by state law necessitates the waiver of certain City Code

provisions relating to the zoning text amendment process; and

WHEREAS, the City Council of the City of Hutto finds that enacting this ordinance is necessary for the protection of public health, public safety, public property, and public peace.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS, THAT:

SECTION 1: All of the above recitations are found to be true and correct and are incorporated into the body of this Ordinance.

SECTION 2: The City Manager may schedule items in addition to those listed in the preamble of this Ordinance for consideration at a joint public hearing with the City Council and the Planning and Zoning Commission of the City of Hutto.

SECTION 3. Pursuant to Section 211.007(d) of the Texas Local Government Code, the City Council of the City of Hutto hereby authorizes the waiver of the notice requirements contained in the following Hutto City Code provisions for the purpose of holding joint meetings with the City Council and the Hutto Planning and Zoning Commission for the purpose of considering zoning classification changes or amendments that will repeal and replace the current UDC, provided that the notice provisions contained in Section 4 of this Ordinance are met.

SECTION 4. Pursuant to Section 211.007(d) of the Texas Local Government Code, the City Council of the City of Hutto hereby adopts notice requirements for the purpose of holding joint meetings with the Hutto Planning and Zoning Commission (“Joint Hearing”) to provide as follows:

Publication. Notice of a Joint Hearing, including the date, time, location, brief description of proposed amendments that will repeal and replace the current UDC, and the proposed dates and times of subsequent City Council and Planning and Zoning Commission meetings must be published at least fifteen (15) days before the date of the Joint Hearing in the *Taylor Press*.

SECTION 5: The City Secretary shall publish this ordinance on the City’s website and shall publish the adoption of this ordinance by the City Council in the approved City Council minutes as required by Hutto City Charter Section 3.13.

SECTION 6: The provisions of this ordinance are severable, and if any sentence, section, or other parts of this ordinance should be found to be invalid, such invalidity shall not affect the remaining provisions, and the remaining provisions shall continue in full force and effect.

SECTION 7: All ordinances and resolutions and parts thereof in conflict herewith are hereby expressly repealed insofar as they conflict.

SECTION 8: The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this ordinance and the subject hereof were discussed, considered, and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

SECTION 9: Pursuant to Section 3.13 of the Hutto City Charter, this ordinance is adopted and enacted.

SECTION 10: This Ordinance shall take effect immediately upon its passage and any publication in accordance with the requirements of the City of Hutto and the laws of the State of Texas.

PASSED AND APPROVED by the CITY COUNCIL of the CITY OF HUTTO, TEXAS, on the 3rd day of September 2026 on a vote of _____ AYES; _____ NAYS; _____ ABSTENTIONS.

(Remainder of page intentionally left blank.)

CITY OF HUTTO, TEXAS:

Mike Snyder, Mayor

ATTEST:

Laura Hallmark, City Secretary

AGENDA ITEM REPORT

9.3.



To: City Council
Subject: Consideration and possible action on Ordinance No. O-2026-047 amending the budget for fiscal year October 1, 2025 through September 30, 2026. (Alberta Barrett)
Meeting: Thursday, September 17, 2026
Department: Finance /
Staff Contact: Alberta Barrett

ITEM SUMMARY:

The City presents two routine budget amendments to Council per year: the mid-year budget amendments and the end-of-year budget amendments. The FY 2026 end-of-year budget amendments are being brought to Council at the September 17, 2026 Council meeting.

This agenda item requests a budget amendment as follows:

General Fund

Revenues

Adjustments to the General Fund revenues are primarily driven by a decrease in sales tax revenues and a decrease in building permit fees and subdivision inspection fees which are based on actual receipts. In total, revenues are being reduced by \$1,333,474 for a revised total revenue of \$34,178,450.

Expenditures

The General Fund expenditures are being adjusted largely due to the result of salary and benefit savings from position vacancies across multiple departments, with personnel budgets amended to align with actual payroll activity. One exception to the salary savings is within the City Administration Department, which is being increased by \$18,345 due to the payout of benefits for the resignation of the previous Assistant City Manager. Other major decreases are \$250,000 since the rideshare program did not begin in FY 2026, Professional Fees within the Development Services Department, which is due to fewer third party inspections and UDC expenses than budgeted, and Street Repair & Maintenance is being reduced to \$1,971,106 based on actual expenditures. Major increases in expenditures are fuel costs and seasonal labor expenses. Total expenditures and being reduced by \$1,137,809 for a total of \$34,044,418 as of September 30, 2026.

Utility Fund

Revenues

The major increase in revenues was from interest income with an addition of \$61,827 for a total of \$486,827. Decreases in revenues of \$93,400 is within water and wastewater connection fees.

Expenses

The only adjustment to the Utility Fund expenses is a reduction in salaries of \$27,000, which is due to

AGENDA ITEM REPORT

9.3.



position vacancies.

Utility Impact Fee Fund

Revenues

The increase in revenues is from a transfer in of \$2,300,000, which is a reversal of a transfer out from a prior year. The decreases in revenues are water and wastewater impact fees of \$5,103,031 due to less actual receipts than budgeted.

Expenses

Adjustments to expenses in the Impact Fee Fund are decreases in transfers out of \$4,019,330 based on actual activity.

STAFF RECOMMENDATION:

Staff recommends approval in order to align revenues and expenditures based on actual activity for FY 2026.

FISCAL NOTES:

General Fund

The FY 2026 end-of-year budget amendments resulted in a net decrease in revenues of (\$1,333,474) and a net decrease in expenditures of (\$1,137,809) for an overall net addition to fund balance of \$134,032 bringing the projected ending fund balance to \$10,748,284 which exceeds the reserve requirement by \$2,140,656 and a projected fund balance percentage of 32%.

Utility Fund

Revenues in the Utility Fund had a net decrease of (\$26,173) and a net decrease of (\$27,000) in expenses resulting in an overall net decrease in the fund balance of (\$819,165) leaving a projected ending fund balance of \$13,656,750 which exceeds the reserve requirement by \$3,459,474 and a projected fund balance percentage of 33%.

Utility Impact Fee Fund

The amendments to the Utility Impact Fee Fund resulted in a net decrease in revenues of (\$2,803,031) and a net decrease in expenses of (\$4,019,330) with an overall impact of reducing the fund balance by (\$6,519,744) leaving a projected fund balance of \$22,099,052 as of September 30, 2026.

ATTACHMENTS:

1. Proposed O-2026-xxx Budget Amendment
2. EXHIBIT A - EOY Budget Amendment

AGENDA ITEM REPORT

9.3.



ORDINANCE NO. O-2026-xxx

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS, AMENDING THE BUDGET FOR THE FISCAL YEAR OF OCTOBER 1, 2025, THROUGH SEPTEMBER 30, 2026, BY APPROPRIATING AND SETTING ASIDE THE NECESSARY FUNDS FOR CERTAIN EXPENDITURES IN ACCORDANCE WITH EXISTING STATUTORY REQUIREMENTS; FINDING MUNICIPAL PURPOSES; PLACING ADDITIONAL RESTRICTIONS ON SAID FUNDS; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Hutto, Texas (the “City”), is a duly constituted home-rule municipality and, as such, is authorized to; and

WHEREAS, the City Council for the City of Hutto, Texas, adopted the City’s Fiscal Year 2025-2026 Budget in September of 2025; and

WHEREAS, pursuant to Texas Local Government Code Section 102.010, the City Council has determined that it is necessary to amend the City’s Fiscal Year 2025-2026 Budget, and that the budget amendment serves a municipal purpose; and

WHEREAS, after adoption of the budget, the City Council may by ordinance make certain amendments to the budget pursuant to Section 8.07 of the City of Hutto Home Rule Charter; and

WHEREAS, pursuant to Section 8.07(a) of the City of Hutto Home Rule Charter, after adoption of the budget, if the City Manager certifies that there are revenues available for appropriation in excess of those estimated in the budget, the City Council may by ordinance make supplemental appropriations for the year up to the amount of such excess; and

WHEREAS, pursuant to Section 8.07(b) of the City of Hutto Home Rule Charter, after adoption of the budget, the City Council may by ordinance make emergency appropriations to meet a public emergency affecting life, health, property, or the public peace, or to avoid a material cost or public expense; and

WHEREAS, pursuant to Section 8.07(d) of the City of Hutto Home Rule Charter, after adoption of the budget, the City Council may by ordinance transfer part or all of the unencumbered appropriation balance from one department or major organizational unit to the appropriations for other department or major organizational units; and

WHEREAS, pursuant to Section 8.07(d) of the City of Hutto Home Rule Charter, the City Manager may transfer part or all of any unencumbered appropriation balances among programs within a department or organization unit and shall report such transfers to the City Council no later than the next regular City Council meeting; and

WHEREAS, Exhibit A shows the proposed budget amendments as follows:

General Fund (10)

Utility Fund (50)

Utility Impact Fee Fund (52)

WHEREAS, the City finds that this ordinance was passed and approved at a meeting of the City Council of the City of Hutto held in strict compliance with the Texas Open Meetings Act at which a quorum of the City Council Members was present and voting; and

WHEREAS, the City Council has determined that all prerequisites to the adoption of this Ordinance have been met.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS, THAT:

SECTION 1: All of the above recitations are found to be true and correct and are incorporated into the body of this Ordinance.

SECTION 2: The appropriations for the fiscal year beginning October 1, 2025, and ending September 30, 2026, for the support of the general government of the City of Hutto, Texas, shall be amended as shown in **Exhibit A**.

SECTION 3. The amendment, as shown in words and figures in **Exhibit A**, is hereby approved by the City Council in all aspects and adopted as an amendment to the City budget for the fiscal year October 1, 2025, through September 30, 2026.

SECTION 4. A copy of the amended budget shall be placed in the office of the Williamson County Clerk as required by Texas Local Government Code Section 102.011.

SECTION 5: The City Secretary shall publish this ordinance on the City's website and shall publish the adoption of this ordinance by the City Council in the approved City Council minutes as required by Hutto City Charter Section 3.13.

SECTION 6: The provisions of this ordinance are severable, and if any sentence, section, or other parts of this ordinance should be found to be invalid, such invalidity shall not affect the remaining provisions, and the remaining provisions shall continue in full force and effect.

SECTION 7: All ordinances and resolutions and parts thereof in conflict herewith are hereby expressly repealed insofar as they conflict.

SECTION 8: The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this ordinance and the subject hereof were discussed, considered, and formerly acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

SECTION 9: Pursuant to Section 3.13 of the Hutto City Charter, this ordinance is adopted and enacted.

PASSED AND APPROVED by the CITY COUNCIL of the CITY OF HUTTO, TEXAS, on the 17th day of September, 2026 on a vote of _____ AYES; _____ NAYS; _____ ABSTENTIONS.

(Remainder of page intentionally left blank.)

CITY OF HUTTO, TEXAS:

Mike Snyder, Mayor

ATTEST:

Laura Hallmark, City Secretary

Note: Items below are only accounts that are included in this budget amendment

General Fund (Fund 10)		Original Budget	Current Budget	Amendment	Revised Budget	Notes
Revenues						
10-5004	Property Tax Rebates	(105,742)	(142,614)	13,495	(129,119)	Decreased based on actual receipts
10-5005	Sales Tax	8,221,837	8,012,296	(505,936)	7,506,360	Decreased based on actual receipts
10-5006	1/2/ Sales Tax/Prop Tax Red.	4,110,918	3,946,355	(192,049)	3,754,306	Decreased based on actual receipts
10-5007	Sales Tax Rebates	(1,200,000)	(1,200,000)	187,964	(1,012,036)	Decreased based on actual receipts
10-5067	Grant Revenue	0	3,111	4,981	8,092	Increased based on actual receipts
10-5101	Subdivision & Zoning Review Fees	125,000	125,000	105,687	230,687	Increased based on actual receipts
10-5102	Subdivision Inspection Fees	1,700,000	1,450,000	(348,644)	1,101,356	Decreased based on actual receipts
10-5103	Stormwater Fees	115,000	282,115	66,136	348,251	Increased based on actual receipts
10-5115	Drainage Fees	682,500	682,500	27,094	709,594	Increased based on actual receipts
10-5121	Building Permit Fees	2,300,000	2,300,000	(597,927)	1,702,073	Decreased based on actual receipts
10-5122	Building Inspection Fees	415,000	415,000	(94,275)	320,725	Decreased based on actual receipts
Revenues				(1,333,474)		
Expenditures						
<i>City Administration</i>						
10-010-001-6001	Salaries	599,692	599,692	18,345	618,037	Payout of benefits to termed ACM
<i>City Council</i>						
10-010-002-6405	Professional Fees	250,000	250,000	(250,000)	0	Rideshare program has not started in FY 2026
<i>Legal</i>						
10-010-003-6401	Attorney Services	840,042	840,042	(87,369)	752,673	Based on actual expenditures
<i>Human Resources</i>						
10-010-004-6001	Salaries	407,415	323,415	(15,000)	308,415	Savings due to position vacancies
<i>Finance</i>						
10-020-001-6001	Salaries	1,105,325	1,073,825	(5,000)	1,068,825	Savings due to position vacancies
10-020-001-6051	FICA & Medicare	91,985	91,985	(16,711)	75,274	Savings due to position vacancies
10-020-001-6053	TMRS	149,820	149,820	(14,231)	135,589	Savings due to position vacancies
10-020-001-6061	Health & Life Insurance	90,713	90,713	(7,540)	83,173	Savings due to position vacancies
<i>Development Services</i>						
10-030-021-6001	Salaries	1,067,405	879,905	(25,000)	854,905	Savings due to position vacancies
10-030-021-6405	Professional Fees	262,200	262,200	(207,200)	55,000	Less third party inspections and UDC expenses than budgeted
<i>Engineering</i>						
10-040-023-6001	Salaries	1,193,510	921,095	(12,000)	909,095	Savings due to position vacancies
10-040-023-6053	TMRS	143,419	124,059	(10,824)	113,235	Savings due to position vacancies
10-040-023-6061	Health & Life Insurance	92,435	92,435	(22,253)	70,182	Savings due to position vacancies
<i>Fleet Maintenance</i>						
10-040-050-6304	Vehicle Repair & Maintenance	93,921	88,921	(32,745)	56,176	Savings based on actual expenditures
<i>Facility Maintenance</i>						
10-040-051-6301	Building Repair & Maintenance	269,112	269,112	(74,256)	194,856	Savings based on actual expenditures
<i>Construction Inspection</i>						
10-040-059-6001	Salaries	537,475	519,476	(10,000)	509,476	Savings due to position vacancies
10-040-059-6408	Lease/Rental Services	61,750	61,750	9,498	71,248	Increased based on actual expenditures

General Fund (Fund 10)		Original Budget	Current Budget	Amendment	Revised Budget	Notes
<i>Streets</i>						
10-040-060-6004	Overtime	9,200	9,200	2,400	11,600	Increased Street operations
10-040-060-6053	TMRS	97,117	97,117	8,611	105,728	Increased Street operations
10-040-060-6061	Health & Life Insurance	84,057	84,057	9,311	93,368	Increased Street operations
10-040-060-6231	Fuel & Mileage	42,166	42,166	15,910	58,076	Increased fuel costs
10-040-060-6233	Signage	40,000	40,000	(10,309)	29,691	Savings based on actual expenditures
10-040-060-6320	Sidewalk Repair & Maintenance	150,000	190,000	(10,000)	180,000	Savings based on actual expenditures
10-040-060-6321	Street Repair & Maintenance	2,100,000	2,086,869	(115,763)	1,971,106	Savings based on actual expenditures
10-040-060-6322	Drainage Repair & Maintenance	100,000	60,000	(51,695)	8,305	Savings based on actual expenditures
10-040-060-6325	Traffic Signal Repair & Maintenance	52,500	46,000	(39,027)	6,973	Savings based on actual expenditures
10-040-060-6502	Training & Development	16,500	16,500	(10,000)	6,500	Savings based on actual expenditures
10-040-060-6521	Utilities	12,000	12,000	(4,965)	7,035	Savings based on actual expenditures
10-040-060-6522	Streetlights	381,813	381,813	(45,100)	336,713	Savings based on actual expenditures
<i>Police</i>						
10-050-001-6001	Salaries	6,224,377	6,181,377	(8,000)	6,173,377	Savings due to position vacancies
10-050-001-6231	Fuel & Mileage	155,000	155,000	46,733	201,733	Increased fuel costs
10-050-001-6304	Vehicle Repair & Maintenance	65,000	65,000	5,446	70,446	Increase based on actual repair expenditures
10-050-001-6408	Lease/Rental Services	411,622	411,622	1,696	413,318	Increase based on actual expenditures
10-050-001-6504	Postage	10,814	8,964	(5,503)	3,461	Savings based on actual expenditures
<i>Emergency Management</i>						
10-050-037-6051	FICA & Medicare	18,418	18,418	(1,539)	16,879	Savings due to position vacancies
10-050-037-6053	TMRS	32,165	32,165	(4,147)	28,018	Savings due to position vacancies
10-050-037-6061	Health & Life Insurance	20,062	20,062	(6,835)	13,227	Savings due to position vacancies
<i>Information Technology</i>						
10-060-030-6051	FICA & Medicare	39,764	39,764	(4,192)	35,572	Savings due to position vacancies
10-060-030-6053	TMRS	69,444	69,444	(7,160)	62,284	Savings due to position vacancies
10-060-030-6061	Health & Life Insurance	52,153	49,768	(8,707)	41,061	Savings due to position vacancies
10-060-030-6210	Dept Technology Equipment & Supplies	14,159	17,553	(3,394)	14,159	Savings based on actual expenditures
10-060-030-6405	Professional Fees	215,929	246,162	(36,512)	209,650	Savings based on actual expenditures
10-060-030-6412	Software Licensing & Maintenance Fee	441,022	422,879	(7,133)	415,746	Savings based on actual expenditures
10-060-030-6502	Training & Development	5,400	5,400	(4,850)	550	Savings based on actual expenditures
10-060-030-6510	Travel & Lodging	5,775	5,775	(1,683)	4,092	Savings based on actual expenditures
<i>Library</i>						
10-090-020-6051	FICA & Medicare	39,770	39,770	(4,598)	35,172	Savings due to position vacancies
10-090-020-6053	TMRS	67,398	67,398	(5,062)	62,336	Savings due to position vacancies
10-090-021-6701	Grant Expenses	0	1,111	6,496	7,607	Increase based on actual receipts
<i>Parks Maintenance</i>						
10-090-039-6003	Seasonal/Appointed Labor	145,600	145,600	43,287	188,887	Increase due to Seasonal Labor
10-090-039-6206	Clothing & Uniforms	14,425	14,425	(3,418)	11,007	Based on actual expenditures
10-090-039-6332	Ball Field Maintenance	25,000	20,000	8,000	28,000	Based on actual expenditures
10-090-039-6403	Contract Labor	39,770	39,770	(10,770)	29,000	Based on actual expenditures
<i>Non-Departmental</i>						
10-100-000-6052	State Unemployment Taxes	22,700	22,700	14,216	36,916	Based on actual expenditures
10-100-000-6061	Health & Life Insurance	56,414	56,414	(56,414)	0	Based on actual expenditures

General Fund (Fund 10)		Original Budget	Current Budget	Amendment	Revised Budget	Notes
10-100-000-6524	Utilities - Water	254,287	254,287	(70,853)	183,434	Based on actual expenditures
Expenditures				<u>(1,137,809)</u>		
Utility Fund (Fund 50)		Original Budget	Current Budget	Amendment	Revised Budget	Notes
Revenues						
50-5041	Interest Income	425,000	425,000	61,827	486,827	Increase in interest earnings
50-5051	NSF Fees	4,500	4,500	5,400	9,900	Increased based on actual receipts
50-5113	Water Connection Fees	220,000	220,000	(51,700)	168,300	Decreased based on actual activity
50-5114	Wastewater Connection Fees	116,400	116,400	(41,700)	74,700	Decreased based on actual activity
Revenues				<u>(26,173)</u>		
Expenses						
50-040-058-6001	Salaries	1,374,738	1,353,238	(27,000)	1,326,238	Savings due to position vacancies
Expenses				<u>(27,000)</u>		
Utility Impact Fee Fund (Fund 52)		Original Budget	Current Budget	Amendment	Revised Budget	Notes
Revenues						
52-5111	Water Impact Fees	3,347,700	3,347,700	(561,822)	2,785,878	Decreased based on actual receipts
52-5112	Wastewater Impact Fees	6,281,500	6,281,500	(4,541,209)	1,740,291	Decreased based on actual receipts
52-5860	Transfer in from Capital Impr. Fund (60)	0	0	2,300,000	2,300,000	Reverse transfer from prior years
Revenues				<u>(2,803,031)</u>		
Expenses						
52-100-000-6750	Transfer to Utility Fund (50)	11,169,900	11,169,900	(750,000)	10,419,900	Reduced based on actual transfers
52-100-000-6750	Transfer to Capital Impr. Fund (60)	6,714,520	6,714,520	(3,269,330)	3,445,190	Based on developer participation expense
Expenses				<u>(4,019,330)</u>		

Budget Amendments by Division					
Description	Adopted Budget	Current Budget	Amendment	Revised Budget	
General Fund Operating (10)					
Budgeted Beginning Fund Balance	8,133,953	10,614,252		10,614,252	
Revenues					
Property Taxes	14,504,924	15,189,073	13,495	15,202,568	
Sales Taxes	11,201,255	10,827,151	(510,021)	10,317,130	
Franchise Fees	1,550,259	1,550,259		1,550,259	
Permits & Licenses	4,834,300	4,751,415	(841,929)	3,909,486	
Intergovernmental Revenue	-	-		-	
Charges for Services	396,800	396,800		396,800	
Fines	732,147	132,147		132,147	
Interest Earned	535,000	535,000		535,000	
Other Revenues	654,300	657,411	4,981	662,392	
Other Financing Sources	7,500	7,500		7,500	
Drainage Fees	690,000	690,000		690,000	
Transfers In from Other Funds	775,168	775,168		775,168	
Total Revenues	35,881,653	35,511,924	(1,333,474)	34,178,450	
Expenditures					
Administrative Services	Administration				
	Personnel	789,730	789,560	18,345	807,905
	Supplies	10,720	11,867		11,867
	Contractual Services	500	540		540
	General	72,843	71,656		71,656
	Total Administration	873,793	873,623	18,345	891,968
	City Council				
	Personnel	73,915	73,915		73,915
	Supplies	10,950	10,950		10,950
	Contractual Services	273,100	273,100	(250,000)	23,100
	General	580,645	580,645		580,645
	Total City Council	938,610	938,610	(250,000)	688,610
	Legal				
	Contractual Services	840,042	840,042	(87,369)	752,673
	Total Legal	840,042	840,042	(87,369)	752,673
	Human Resources				
	Personnel	524,408	423,058	(15,000)	408,058
	Supplies	45,935	42,980		42,980
	Contractual Services	118,139	148,524		148,524
	General	30,572	31,561		31,561
	Total Human Resources	719,054	646,123	(15,000)	631,123
ive Services	Finance				
	Personnel	1,443,748	1,411,888	(43,482)	1,368,406
	Supplies	3,400	12,891		12,891
	Contractual Services	315,632	325,162		325,162
	General	63,722	64,022		64,022
	Total Finance	1,826,502	1,813,963	(43,482)	1,770,481

		Adopted Budget	Current Budget	Amendment	Revised Budget
Administrative	Municipal Court				
	Personnel	517,964	518,043		518,043
	Supplies	2,800	9,452		9,452
	Contractual Services	55,700	55,700		55,700
	General	91,808	91,808		91,808
	Total Municipal Court	668,272	675,003	-	675,003
Development & Infrastructure	Economic Development				
	Personnel	394,999	394,840		394,840
	Supplies	9,514	9,514		9,514
	Contractual Services	10,040	10,040		10,040
	General	31,222	41,923	-	41,923
	Total Economic Development	445,775	456,316	-	456,316
	Development Services				
	Personnel	1,399,839	1,170,828	(25,000)	1,145,828
	Supplies	8,800	13,451		13,451
	Contractual Services	313,600	362,299	(207,200)	155,099
	General	26,745	26,545		26,545
	Total Development Services	1,748,984	1,573,123	(232,200)	1,340,923
	Engineering				
	Personnel	1,509,381	1,208,940	(45,077)	1,163,863
	Supplies	11,300	5,600		5,600
	Contractual Services	31,203	73,703		73,703
	General	21,530	12,230		12,230
	Total Engineering	1,573,414	1,300,473	(45,077)	1,255,396
Development & Infrastructure	Fleet Maintenance				
	Personnel	207,577	208,283		208,283
	Supplies	3,291	3,291		3,291
	Maintenance	133,297	133,297	(32,745)	100,552
	Contractual Services	8,720	8,720		8,720
	General	2,000	2,000		2,000
	Total Fleet Maintenance	354,885	355,591	(32,745)	322,846
	Facility Maintenance				
	Personnel	222,312	218,412		218,412
	Supplies	22,171	24,771		24,771
	Maintenance	269,112	269,112	(74,256)	194,856
	Contractual Services	127,452	127,452		127,452
	General	3,250	650		650
	Total Facility Maintenance	644,297	640,397	(74,256)	566,141
	Construction Inspection				
Development & Infrastructure	Personnel	704,404	686,067	(10,000)	676,067
	Supplies	29,531	29,532		29,532
	Contractual Services	65,370	65,570	9,498	75,068
	General	8,615	8,415		8,415
	Total Construction Inspection	807,920	789,584	(502)	789,082

		Adopted Budget	Current Budget	Amendment	Revised Budget
Development	Description				
	Streets & Drainage				
	Personnel	1,082,077	1,068,678	20,322	1,089,000
	Supplies	148,087	171,490	5,601	177,091
	Maintenance	2,408,500	2,388,869	(216,485)	2,172,384
	Contractual Services	475,255	475,255		475,255
	General	411,413	411,413	(60,065)	351,348
Strategic Operations	Capital Outlay	-	3,854		3,854
	Total Streets & Drainage	4,525,332	4,519,559	(250,627)	4,268,932
	Police				
	Personnel	8,696,762	8,639,448	(8,000)	8,631,448
	Supplies	594,825	588,264	46,733	634,997
	Maintenance	86,325	75,839	5,446	81,285
	Contractual Services	2,060,507	2,069,406	1,696	2,071,102
	General	234,876	197,726	(5,503)	192,223
	Capital Outlay	-	64,000		64,000
	Total Police	11,673,295	11,634,683	40,372	11,675,055
	Emergency Management				
	Personnel	311,402	291,283	(12,521)	278,762
	Supplies	12,988	12,621		12,621
	Contractual Services	37,207	37,554		37,554
	General	9,200	9,200		9,200
	Total Emergency Management	370,797	350,658	(12,521)	338,137
	Strategic Operations Administration				
Strategic Operations	Personnel	275,769	243,395		243,395
	Supplies	350	371		371
	Total Strategic Operations	276,119	243,766	-	243,766
	Administration				
	City Secretary				
	Personnel	288,215	288,167		288,167
	Supplies	560	433		433
	Contractual Services	151,361	184,401		184,401
	General	5,900	5,987		5,987
	Total City Secretary	446,036	478,988	-	478,988
	Communications				
	Personnel	428,741	428,662		428,662
	Supplies	1,671	1,671		1,671
	Contractual Services	88,533	87,793		87,793
	General	10,635	11,375		11,375
	Total Communications	529,580	529,501	-	529,501
	Information Technology				
	Personnel	679,773	652,599	(20,059)	632,540
	Supplies	27,159	30,553	(3,394)	27,159
	Contractual Services	995,012	1,028,012	(43,645)	984,367
	General	11,508	11,508	(6,533)	4,975
	Total Information Technology	1,713,452	1,722,672	(73,631)	1,649,041

Description		Adopted Budget	Current Budget	Amendment	Revised Budget
Community Services	Community Services Administration				
	Personnel	393,470	393,426		393,426
	Supplies	5,100	5,100		5,100
	General	1,100	1,100		1,100
	Total Community Services	399,670	399,626	-	399,626
	Administration				
	Library				
	Personnel	671,757	661,755	(9,660)	652,095
	Supplies	64,525	65,868		65,868
	Contractual Services	6,300	6,300		6,300
	General	19,060	20,171	6,496	26,667
	Total Library	761,642	754,094	(3,164)	750,930
	Parks & Recreation				
	Personnel	1,248,667	1,224,713	43,287	1,268,000
	Supplies	231,985	286,445	4,582	291,027
	Maintenance	119,900	139,850		139,850
	Contractual Services	391,395	390,195	(10,770)	379,425
	General	83,070	74,970		74,970
	Total Parks & Recreation	2,075,017	2,116,173	37,099	2,153,272
Non-Dept	Non-Departmental				
	Personnel	220,733	235,139	(42,198)	192,941
	Supplies	19,220	19,220		19,220
	Contractual Services	16,126	16,126		16,126
	General	565,331	576,422	(70,853)	505,569
	Total Non-Departmental	821,410	846,907	(113,051)	733,856
Transfer Out to Other Funds		455,975	682,752		682,752
Total Expenditures		35,489,873	35,182,227	(1,137,809)	34,044,418
Net Change in Fund Balance		391,780	329,697		134,032
Ending Fund Balance		8,525,733	10,943,949		10,748,284
Reserve Requirement (25%)		8,771,762	8,607,628		8,607,628
Excess (Deficit)		(246,029)	2,336,321		2,140,656

Budget Amendments by Division

	Description	Adopted Budget	Current Budget	Amendment	Revised Budget
Utility Fund Operating (50)					
Revenues	Budgeted Beginning Fund Balance	11,960,143	14,475,915		14,475,915
	Charges for Services	25,230,200	28,388,654	(93,400)	28,295,254
	Miscellaneous Income	730,100	1,224,734	67,227	1,291,961
	Total Operating Revenue	25,960,300	29,613,388	(26,173)	29,587,215
	Total Transfers In	10,769,900	10,769,900		10,769,900
	TOTAL REVENUES	36,730,200	40,383,288	(26,173)	40,357,115
Expenses					
	Utility Billing				
	Personnel	591,228	584,362	-	584,362
	Supplies	184,870	582,577		582,577
	Repair & Maintenance	1,000	31,764		31,764
	Contractual Services	303,507	367,413	-	367,413
	General	83,471	82,671		82,671
	Total Utility Billing Expenses	1,164,076	1,648,787	-	1,648,787
	Public Works - Admin				
	Personnel	681,381	681,245		681,245
	Supplies	4,800	4,800		4,800
	Contractual Services	135,158	185,158		185,158
	General	25,892	25,892		25,892
	Total Utility Admin Expenses	847,231	897,095	-	897,095
	Public Works - Engr				
	Contractual Services	37,898	37,898		37,898
	Public Works - Operations				
	Personnel	1,918,440	1,964,224	-	1,964,224
	Supplies	379,497	510,272		510,272
	Repair & Maintenance	548,869	900,669		900,669
	Contract Services	9,450,269	9,122,229		9,122,229
	General	754,976	785,153	-	785,153
	Capital Outlay	237,600	362,846		362,846
	Total Public Works Expenses	13,289,651	13,645,393	-	13,645,393
	Non-Departmental				
	Personnel	15,736	15,736	(27,000)	-11,264
	Supplies		-		0
	Contract Services	357,133	404,230		404,230
	General		-		0
	Total Non-Departmental	372,869	419,966	(27,000)	392,966
	Total Operating Expense	15,711,725	16,649,139	(27,000)	16,622,139
	Bond Expense				
	Total Bond Expense	24,554,140	24,554,140		24,554,140

Description	Adopted Budget	Current Budget	Amendment	Revised Budget
Transfer Out to Other Funds	-	1		1
TOTAL EXPENSE	40,265,865	41,203,280	(27,000)	41,176,280
Net Change in Fund Balance	-3,535,665	(819,992)		(819,165)
Ending Fund Balance	8,424,478	13,655,923		13,656,750
Reserve Requirement (25%)	10,007,066	10,211,771		10,197,276
Excess (Deficit)	(1,582,588)	3,444,152		3,459,474

Budget Amendments by Fund				
Description		Original Budget	Current Budget	Revised Budget
Utility Impact Fee Fund (52)				
Beginning Fund Balance		27,985,232	28,618,796	28,618,796
Revenues				
Interest Earned		1,037,478	1,097,546	1,097,546
Water Impact Fees		3,347,700	3,347,700	(561,822) 2,785,878
Wastewater Impact Fees		6,281,500	6,281,500	(4,541,209) 1,740,291
Transfer in from Utility Fund (50)		-	-	0
Transfer in from Capital Impr Fund (60)		-	-	2,300,000 2,300,000
Total Revenues		10,666,678	10,726,746	(2,803,031) 7,923,715
Expenditures				
Developer Reimbursement Expense		0	578,369	578,369
Transfer to Utility Fund (50)		11,169,900	11,169,900	(750,000) 10,419,900
Transfer to Capital Impr Fund (60)		6,714,520	6,714,520	(3,269,330) 3,445,190
Total Expenditures		17,884,420	18,462,789	(4,019,330) 14,443,459
Net Change in Fund Balance		(7,217,742)	(7,736,043)	1,216,299 (6,519,744)
Ending Fund Balance		20,767,490	20,882,753	22,099,052

AGENDA ITEM REPORT

9.4.



To: City Council
Subject: Consideration and possible action on Ordinance No. O-2026-048 adopting the FY 2027 fee schedule, Appendix A Fee Schedule. (Alberta Barrett)
Meeting: Thursday, September 17, 2026
Department: Finance /
Staff Contact: Alberta Barrett

ITEM SUMMARY:

The fee schedule is reviewed quarterly by various City departments for proposed changes to ensure that fees being charged for City services adequately reflect the cost of providing them. Below is a summary of proposed changes:

A7.000 Library

Library Cards — Increase from \$10.00 to \$20.00.

Fax — Remove the fax fees, as this service is not offered at Hutto Public Library

A1.001 Zoning Fees

Certificate of Appropriateness (Historic District Only) — Update to 2% of project valuation for all project types, with a minimum fee of \$100. The Historic Preservation Committee (HPC) expressed support for eliminating the Certificate of Appropriateness fees entirely at their May 2026 meeting. However, applications still require staff review, report preparation, and meeting support. A valuation-based fee ensures the City recovers a portion of the administrative costs and calibrates the fee to the scale of the project. Council may choose a percentage based on desired cost recovery.

A1.006 Building Plans

Temporary Signs — Addition of a category specific to temporary religious signs. Temporary religious signs shall be identical to the fees applicable to other temporary sign types of similar size/duration. This ensures fee consistency, legal neutrality, and alignment with comparable temporary sign categories. Supports content-neutral administration under First Amendment requirements.

Temporary Certificate of Occupancy — Update from \$250 every 30 days or portion thereof, to \$300 for the remainder of the initial month. Each successive month or portion thereof will be billed at \$750. Extended temporary certificates of occupancy require ongoing monitoring and staff oversight. The revised fee structure better reflects staff workload, encourages timely completion of projects, and provides a consistent monthly rate.

Other Notes

City Council adopted the FY 2027 budget on September 3, 2026. General fund revenues reflect an anticipated increase in the fees charged for enrollment in the City's summer camp to \$170 per

AGENDA ITEM REPORT

9.4.



resident (an increase of \$10 per week), and \$275 per non-resident (an increase of \$80 per week). The increase was due to minimizing the net cost of providing the program through the City's general fund.

STAFF RECOMMENDATION:

Staff recommends approval as presented.

FISCAL NOTES:

There is no fiscal impact associated with this agenda item.

ATTACHMENTS:

1. Ordinance O-2026-XXX Amending Fee Schedule
2. FY2027 Fee Schedule - UPDATED 09.17.2026

ORDINANCE NO. O-2026-xxx

AN ORDINANCE OF THE CITY OF HUTTO, TEXAS, AMENDING THE FEE SCHEDULE FOR THE CITY OF HUTTO, APPENDIX A OF THE HUTTO CODE OF ORDINANCES; PROVIDING AN OPEN MEETINGS CLAUSE; PROVIDING FOR A PENALTY FOR A VIOLATION OF § 1.01.009 OF THE HUTTO CODE OF ORDINANCES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Hutto, Texas, (the “City”), has established by ordinance certain fees for licenses, permits, and services provided by the City; and

WHEREAS, the City has conducted a review and consolidation of certain fees for licenses, permits, and services provided by the City; and

WHEREAS, the fees, costs, and expenses charged by the City in Article A1.001 Zoning Fees for updating Historic District Certificate of Appropriateness fees; and

WHEREAS, the fees, costs, and expenses charged by the City in Article A1.006 Building Plans for updating Sign Permits and Temporary Certificates of Occupancy; and

WHEREAS, the fees, costs, and expenses charged by the City in Article A7.000 Library for updating non-resident library card fees and eliminating the fee for fax; and

WHEREAS, the Schedule of Fees, which is included as Appendix A and attached hereto as Fee Schedule, Appendix A and reflects revisions to certain fees, a restatement of certain fees not revised, and a consolidation of fees.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS, THAT:

SECTION 1: The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

SECTION 2: All persons, firms, or corporations applying for licenses or permits or receiving other city services described in the Fee Schedule Appendix A as provided for in Attachment “A”, that require the payment of a fee incident to such application or service shall pay the fees as prescribed in the Fee Schedule, Appendix A, Attachment “A”, which is hereby made a part of this Ordinance as if fully set forth therein. It shall be a violation of this Ordinance to conduct any activity or commence any use or receive any service for

which payment of a fee described within the Fee Schedule is required until such fee has been paid (if required to be paid in advance) or to fail to pay such fee when properly billed.

SECTION 3: The City Council may, from time to time, by ordinance add to the fees set forth on the Fee Schedule, and the fees now or hereafter set forth on the Fee Schedule, Appendix A may be modified from time to time by ordinance of the City Council.

SECTION 4: If any provision of this Ordinance is illegal, invalid, or unenforceable under present or future laws, the remainder of this Ordinance will not be affected and, in lieu of each illegal, invalid, or unenforceable provision, a provision as similar in terms to the illegal, invalid, or unenforceable provision as is possible and is legal, valid, and enforceable will be added to this Ordinance.

SECTION 5: That all provisions of the ordinances of the City of Hutto in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City of Hutto not in conflict with the provisions of this ordinance remain in full force and effect.

SECTION 6: A violation of this Ordinance shall be a Class C misdemeanor with fine of not more than \$500.00 as prescribed in §1.01.009, General Penalty for Violation of Code; Continuing Violations of the Hutto Code of Ordinances. If any other ordinance, including the Code of Ordinances, establishes a different penalty for the failure to pay any fee reflected on the Fee Schedule, the provisions of such other ordinance or the Code of Ordinances shall control with respect to such penalty.

SECTION 7: It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

SECTION 8: The City Secretary shall publish this ordinance on the City's website and shall publish the approval of this ordinance by the City Council in the approved City Council minutes.

SECTION 9: The City Secretary is hereby directed to record and publish the attached ordinance in the City's Code of Ordinances as authorized by Section 52.001 of the Texas Local Government Code.

SECTION 10: Pursuant to Section 3.13 of the Hutto City Charter, this ordinance is adopted and enacted upon the affirmative vote of four or more members of the City Council and shall be published as required by law.

PASSED AND APPROVED by the CITY COUNCIL of the CITY OF HUTTO, TEXAS, on the 17th day of September 2026 on a vote of _____ AYES; _____ NAYS; _____ ABSTENTIONS

(Remainder of page intentionally left blank.)

CITY OF HUTTO, TEXAS

Mike Snyder, Mayor

ATTEST:

Laura Hallmark, City Secretary

Attachment “A”



Fee Schedule

Summary of Changes

A7.000 Library

Action	Fee
Library Cards	
Resident	No fee
Non-resident	
Family	No family cards
Individual (per person per 2-year term)	\$10.00 \$20.00
Replacement	
1st	\$1.00
Each Additional	\$5.00
Copy/print and Fax	
Black and white (per impression)	\$0.10
Color (per impression)	\$0.25
Fax	
1st page	\$1.00
Each Additional Page	\$0.25
Lost or damaged book fee	Cost of book
Interlibrary loan	Cost of return postage

A1.000 Development Services, Engineering, and Construction

A1.001 Zoning Fees

Action	Fee	Technology Fee
Temporary Use Permits	\$300.00	\$25.00
Zoning Changes ≤ 5 acres	\$2,000.00	\$25.00
Zoning Changes > 5 acres	\$2,000.00 first 5 acres + \$100.00 for each additional 5 acres	\$25.00
Planned Unit Developments (PUD) ≤ 20 acres (three reviews included, anything over three reviews is the full amount for each review)	\$2,750.00	\$25.00
Planned Unit Developments (PUD) > 20 acres (three reviews included, anything over three reviews is the full amount for each review)	\$4,000.00 first 20 acres + \$100.00 for each additional acre	\$25.00
Planned Unit Development (PUD) amendment (two reviews, anything over two reviews is the full amount for each review)	75% of PUD fee	\$25.00
Zoning Variance	\$1,400.00	\$25.00
Development-Related Agreements		
Development, Pump and Haul, Oversizing Reimbursement, Wholesale Wastewater, and other Development Related Agreements (three reviews, anything requiring more than three reviews is the full review amount for each review)	\$3,700.00	\$25.00
Development, Pump and Haul, Oversizing Reimbursement, Wholesale Wastewater, and other Development Related Agreement amendments	\$1,850.00	\$25.00
Annexation	\$2,300.00	\$25.00
Specific Use Permit	\$850.00	\$25.00
Zoning Verification Letter	\$300.00	
Minor Modification (Historic District Only)	\$2,200.00	\$25.00
Certificate of Appropriateness (Historic District Only)	2% of project valuation, with a minimum fee of \$100.00	\$16.00
Minor Projects	\$500.00	\$7.00
Major Projects (i.e., new construction)	\$2,200.00	\$25.00
Notices		
Comprehensive Plan Text Amendment	\$150.00	
Comprehensive Plan Map Amendment	\$150.00	
Code Amendment	\$150.00	
Annexation	\$150.00 +\$1.00 per address within 200 feet	
Zoning	\$175.00 +\$1.00 per address within 600 feet	
PUD development plan/rezoning	\$175.00 +\$1.00 per address within 600 feet	

Specific Use Permit	\$175.00	+\$1.00 per address within 600 feet	
Residential Variance	\$175.00	+\$1.00 per address within 200 feet	
Commercial Variance	\$175.00	+\$1.00 per address within 600 feet	

A1.006 Building Plans

Action	Fee	Technology Fee
New Residential Building Permit Fee	\$1,600.00	
Residential addition/remodel building permit fee	\$75.00	
Commercial	65% of commercial permit fee	
Building Permit Revision	Professional recovery fee as invoiced by third-party consultant	
Master Plan Submittal	\$500.00 per new home plan IRC/UDC compliance review	
New Commercial/commercial addition/commercial remodel/commercial finishout permits		
Building Valuation between \$1.00 and \$5,000.00	\$25.00	\$10.00 Residential \$20.00 Commercial
Building Valuation between \$5,001.00 and \$10,000.00	\$76.92	\$10.00 Residential \$20.00 Commercial
Building Valuation between \$10,001.00 and \$25,000.00	\$99.69 for the first \$10,000 + \$7.70 for each additional \$1,000	\$10.00 Residential \$20.00 Commercial
Building Valuation between \$25,001.00 and \$50,000.00	\$215.19 for the first \$25,000 + \$5.56 for each additional \$1,000	\$10.00 Residential \$20.00 Commercial
Building Valuation between \$50,001.00 and \$100,000.00	\$354.19 for the first \$50,000 + \$3.85 for each additional \$1,000	\$10.00 Residential \$20.00 Commercial
Building Valuation between \$100,001.00 and \$500,000.00	\$546.69 for the first \$100,000 + \$3.08 for each additional \$1,000	\$10.00 Residential \$20.00 Commercial
Building Valuation between \$500,001.00 and \$1,000,000.00	\$1,778.69 for the first \$500,000 + \$2.62 for each additional \$1,000	\$10.00 Residential \$20.00 Commercial
Building Valuation greater than \$1,000,000.00	\$3,088.69 for the first \$1,000,000 + \$1.74 for each additional \$1,000	\$10.00 Residential \$20.00 Commercial

* Note: Fees for building permits double if work on the project begins prior to permit issuance. All permit fees must be paid in advance by the licensed party applying for the permit. Building valuation is determined by the International Code Council (ICC) Building Valuation Data Table (BVD). This calculation takes the total square feet of a structure multiplied by the amount found on the BVD table for the building group and construction type.

Building Inspection/Reinspection		
Residential (each inspection)	\$85.00	
Commercial/multi-family (each inspection)	\$100.00	
Medgas (each inspection)	\$250.00	
* Note: After 3rd failed inspection, must wait two (2) business days for reinspection.		
Move-in Permit Fee (Modular Structure)	\$150.00	\$7.00
Demolition		
Residential	\$50.00	\$7.00
Commercial	\$150.00	\$7.00
Storage Building Permit ≤ 200 square feet	\$50.00	\$7.00
Storage Building Permit > 200 square feet	\$100.00	\$7.00
Water Softener	\$50.00	\$7.00
Water Heater	\$50.00	\$7.00
Irrigation	\$50.00	\$7.00
Spa	\$50.00	\$7.00
Hot Tub	\$50.00	\$7.00
HVAC	\$50.00	\$7.00
Solar Panel	\$50.00	\$7.00

Wind Turbine	\$50.00	\$7.00
Pool Permit (in ground)	\$25.00 + \$0.10 for every square foot over 200 square feet	\$7.00
Pool Permit (above ground)	\$25.00 + \$0.10 for every square foot over 200 square feet	\$7.00
Patio/Deck ≤ 200 square feet	\$50.00	\$7.00
Patio/Deck > 200 square feet	\$100.00	
Fire Safety Inspection	As established by Williamson County ESD No. 3	
Tree Removal Permit		
Undeveloped/Redeveloped Site		
Trees with DBH of at least 6", regardless of health	\$100.00	
Nuisance, diseased, dangerous or dead tree	\$0.00	
Developed Site		
Trees with a DBH of at least 2.5", regardless of health	\$100.00	
Nuisance, diseased, dangerous or dead tree	\$0.00	
HUD-code manufactured home fees		
Permit Application Fee	\$100.00	\$7.00
License Application or Renewal Fee	\$50.00	\$7.00
License Transfer Fee	\$50.00	\$7.00
Sign Permits		
Regular signs (on buildings or free standing)		
Signs meeting code requirements	\$5.00 per square foot of facing	\$7.00
sign master plan application	\$100.00	\$7.00
Sign Variance	See Zoning Variance	\$7.00
Temporary Signs		
Temporary Commercial Signage (per sign)	\$50.00	\$7.00
Temporary Signs (Including temporary religious sign(s))	Identical to the fees applicable to other temporary sign types of similar size/duration	\$7.00
A-frame sign	\$30.00 for 1 year	\$7.00
Certificate of occupancy (change tenant/ownership)	\$100.00	\$7.00
Temporary Certificate of Occupancy	\$250.00 every 30 days or portion thereof Shall be assessed at \$300.00 for the remainder of the initial month of issuance. Each successive month or portion thereof will be billed at \$750.00	\$7.00
Occupation of a structure prior to certificate of occupancy	\$100.00 per day of occupancy prior to issuance of certificate	\$7.00
Temporary job/construction trailer	\$50.00	\$7.00
Inspection for habitable dwelling/Customer Service Inspection	\$100.00	\$7.00
All Inspection/Reinspection not listed above		
Residential (each inspection)	\$85.00	
Commercial (each inspection)	\$100.00	
*Note: After 3rd failed inspection, must wait two (2) business days for reinspection and the reinspection fee becomes \$100.00 for residential and \$125.00 for Commercial.		
Building and Standards Application	\$500.00 plus amount invoiced by third party consultant for review	\$20.00



Fee Schedule

A1.000 Development Services, Engineering, and Construction

A1.001 Zoning Fees

Action	Fee	Technology Fee
Temporary Use Permits	\$300.00	\$25.00
Zoning Changes ≤ 5 acres	\$2,000.00	\$25.00
Zoning Changes > 5 acres	\$2,000.00 first 5 acres + \$100.00 for each additional 5 acres	\$25.00
Planned Unit Developments (PUD) ≤ 20 acres (three reviews included, anything over three reviews is the full amount for each review)	\$2,750.00	\$25.00
Planned Unit Developments (PUD) > 20 acres (three reviews included, anything over three reviews is the full amount for each review)	\$4,000.00 first 20 acres + \$100.00 for each additional acre	\$25.00
Planned Unit Development (PUD) amendment (two reviews, anything over two reviews is the full amount for each review)	75% of PUD fee	\$25.00
Zoning Variance	\$1,400.00	\$25.00
Development-Related Agreements		
Development, Pump and Haul, Oversizing Reimbursement, Wholesale Wastewater, and other Development Related Agreements (three reviews, anything requiring more than three reviews is the full review amount for each review)	\$3,700.00	\$25.00
Development, Pump and Haul, Oversizing Reimbursement, Wholesale Wastewater, and other Development Related Agreement amendments	\$1,850.00	\$25.00
Annexation	\$2,300.00	\$25.00
Specific Use Permit	\$850.00	\$25.00
Zoning Verification Letter	\$300.00	
Minor Modification (Historic District Only)	\$2,200.00	\$25.00
Certificate of Appropriateness (Historic District Only)	2% of project valuation, with a minimum fee of \$100.00	\$16.00
Notices		
Comprehensive Plan Text Amendment	\$150.00	
Comprehensive Plan Map Amendment	\$150.00	
Code Amendment	\$150.00	
Annexation	\$150.00 +\$1.00 per address within 200 feet	
Zoning	\$175.00 +\$1.00 per address within 600 feet	
PUD development plan/rezoning	\$175.00 +\$1.00 per address within 600 feet	
Specific Use Permit	\$175.00 +\$1.00 per address within 600 feet	
Residential Variance	\$175.00 +\$1.00 per address within 200 feet	
Commercial Variance	\$175.00 +\$1.00 per address within 600 feet	

A1.002 Appeals

Action	Fee	Technology Fee
Appeals		
Administrative appeal (Zoning Board of Adjustment)	\$500.00	
All other appeals (City Council)	\$500.00	



Fee Schedule

A1.003 Subdivision

Action	Fee	Technology Fee
Preliminary Plat (Up to 3 reviews. All subsequent reviews full amount for each review.)	\$1,550.00 + \$25.00 per lot + \$20.00 per acre of Right-of-way	\$25.00
Preliminary Plat Revision (Up to 2 reviews)	75% of Preliminary Plat Fee	\$25.00
Preliminary Plat Notices	\$150.00 + \$1.00 per address within 200 feet	
Final Plat (Up to 3 reviews. All subsequent reviews full amount for each review.)	\$1,400.00 + \$25.00 per lot + \$20.00 per acre of Right-of-way	\$25.00
Plat Vacation	\$1,500.00	\$25.00
Amended Plat	1500 + \$25.00 per lot	\$25.00
Minor/short form plat	\$1,500.00	\$25.00
Plat Extension Fee	\$1,000.00	\$25.00
License to encroach/License Agreement	\$1,700.00	\$25.00
Right-of-way vacate/abandonment/license to encroach	\$1,000.00	\$25.00
Plat Recordation	\$50.00 + Williamson County plat recordation fee	
Subdivision Variance	\$1,000.00	\$25.00
Legal Lot Determination	\$300.00	\$25.00
Subdivision Public Improvements/Construction Plan Review		
Initial Submittal ≤ 100 acres	\$1,300.00	\$25.00
Initial Submittal > 100 acres and ≤ 250 acres	previous line + \$250.00 per acre for acres between 100 and 250	\$25.00
Initial Submittal > 250 acres	previous two lines + \$125.00 per acre for acres over 250	\$25.00
Initial Submittal Public Infrastructure	\$2.50 per linear foot per infrastructure item (street, drainage, water, wastewater, etc.)	\$25.00
Resubmittal (each)	\$500 or 10% of initial submittal fee whichever is greater	
Subdivision Construction Plan Inspection		
First 100 acres (per acre)	\$1,500.00	
Next 150 acres (per acre)	\$750.00	
All acres over 250 acres (per acre)	\$325.00	
All public infrastructure (per linear foot of infrastructure item)	\$7.50	

A1.004 Development Fees

Action	Fee	Technology Fee
Traffic Impact Analysis Scoping	\$200.00	
Traffic Impact Analysis Review	\$1,200.00	\$25.00
Drainage Analysis Review	\$1,000.00	\$25.00
Flood Study Report Review	\$1,000.00	\$25.00
Impact Fee Contesting/Credit Review	\$150.00	
Service Extension Request		\$25.00
Water SER		
Tier 1 (0-149 LUEs or 0.47 MGD peak hour flow)	\$1,600.00	
Tier 2 (150-299 LUEs or 0.94 MGD peak hour flow)	\$2,460.00	
Tier 3 (300-899 LUEs or 2.83 MGD peak hour flow)	\$3,630.00	
Tier 4 (900-1,499 LUEs or 4.72 MGD peak hour flow)	\$5,320.00	
Wastewater SER		
Tier 1 (0-149 LUEs)	\$2,340.00	
Tier 2 (150-299 LUEs)	\$3,690.00	
Tier 3 (300-899 LUEs)	\$5,130.00	
Tier 4 (900-1,499 LUEs)	\$9,690.00	

	Fee Schedule
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Stormwater Management Fee		
Single Family (gross acre)	\$800.00	



Fee Schedule

Multi-family (gross acre)	\$1,600.00	
Commercial/Industrial (gross acre)	\$2,400.00	
Water LUE Reservation (per LUE/per year)	\$70.00	
Wastewater LUE Reservation (per LUE per year)	\$70.00	
Parkland Fee-in-Lieu		
Residential (per dwelling unit)	\$2,300.00	
Non-residential	\$975.00 for first 3 acres and \$975.00 per acre above 3 acres	

A1.005 Site Plans

Action	Fee	Technology Fee
Initial Plan Submittal Review	\$2500 + \$100 per acre	\$25.00
Third Submittal Review	33% of original fee	
All submittal reviews above the third review	50% of original fee	
Site Plan Revision Review	50% of original fee	\$25.00
Site Inspection Fee	\$200.00 + \$0.05/square foot of impervious cover + \$5.00/linear foot of site utilities not covered by building inspection	
Site Inspection fee (Public Improvements Only)	\$7.50/linear foot of infrastructure item	
Fire Review Fees	As established by Williamson County ESD No. 3	
Clearing and Grading Permit Review	\$1,500.00	\$25.00

A1.006 Building Plans

Action	Fee	Technology Fee
New Residential Building Permit Fee	\$1,600.00	
Residential addition/remodel building permit fee	\$75.00	
Commercial	65% of commercial permit fee	
Building Permit Revision	Professional recovery fee as invoiced by third-party consultant	
Master Plan Submittal	\$500.00 per new home plan IRC/UDC compliance review	
New Commercial/commercial addition/commercial remodel/commercial finishout permits		
Building Valuation between \$1.00 and \$5,000.00	\$25.00	\$10.00 Residential \$20.00 Commercial
Building Valuation between \$5,001.00 and \$10,000.00	\$76.92	\$10.00 Residential \$20.00 Commercial
Building Valuation between \$10,001.00 and \$25,000.00	\$99.69 for the first \$10,000 + \$7.70 for each additional \$1,000	\$10.00 Residential \$20.00 Commercial
Building Valuation between \$25,001.00 and \$50,000.00	\$215.19 for the first \$25,000 + \$5.56 for each additional \$1,000	\$10.00 Residential \$20.00 Commercial
Building Valuation between \$50,001.00 and \$100,000.00	\$354.19 for the first \$50,000 + \$3.85 for each additional \$1,000	\$10.00 Residential \$20.00 Commercial
Building Valuation between \$100,001.00 and \$500,000.00	\$546.69 for the first \$100,000 + \$3.08 for each additional \$1,000	\$10.00 Residential \$20.00 Commercial
Building Valuation between \$500,001.00 and \$1,000,000.00	\$1,778.69 for the first \$500,000 + \$2.62 for each additional \$1,000	\$10.00 Residential \$20.00 Commercial
Building Valuation greater than \$1,000,000.00	\$3,088.69 for the first \$1,000,000 + \$1.74 for each additional \$1,000	\$10.00 Residential \$20.00 Commercial

	Fee Schedule
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* Note: Fees for building permits double if work on the project begins prior to permit issuance. All permit fees must be paid in advance by the licensed party applying for the permit. Building valuation is determined by the International Code Council (ICC) Building Valuation Data Table (BVD). This calculation takes the total square feet of a structure multiplied by the amount found on the BVD table for the building group and construction type.

Building Inspection/Reinspection		
Residential (each inspection)	\$85.00	
Commercial/multi-family (each inspection)	\$100.00	



Fee Schedule

Medgas (each inspection)	\$250.00	
* Note: After 3rd failed inspection, must wait two (2) business days for reinspection.		
Move-in Permit Fee (Modular Structure)	\$150.00	\$7.00
Demolition		
Residential	\$50.00	\$7.00
Commercial	\$150.00	\$7.00
Storage Building Permit ≤ 200 square feet	\$50.00	\$7.00
Storage Building Permit > 200 square feet	\$100.00	\$7.00
Water Softener	\$50.00	\$7.00
Water Heater	\$50.00	\$7.00
Irrigation	\$50.00	\$7.00
Spa	\$50.00	\$7.00
Hot Tub	\$50.00	\$7.00
HVAC	\$50.00	\$7.00
Solar Panel	\$50.00	\$7.00
Wind Turbine	\$50.00	\$7.00
Pool Permit (in ground)	\$25.00 + \$0.10 for every square foot over 200 square feet	\$7.00
Pool Permit (above ground)	\$25.00 + \$0.10 for every square foot over 200 square feet	\$7.00
Patio/Deck ≤ 200 square feet	\$50.00	\$7.00
Patio/Deck > 200 square feet	\$100.00	
Fire Safety Inspection	As established by Williamson County ESD No. 3	
Tree Removal Permit		
Undeveloped/Redeveloped Site		
Trees with DBH of at least 6", regardless of health	\$100.00	
Nuisance, diseased, dangerous or dead tree	\$0.00	
Developed Site		
Trees with a DBH of at least 2.5", regardless of health	\$100.00	
Nuisance, diseased, dangerous or dead tree	\$0.00	
HUD-code manufactured home fees		
Permit Application Fee	\$100.00	\$7.00
License Application or Renewal Fee	\$50.00	\$7.00
License Transfer Fee	\$50.00	\$7.00
Sign Permits		
Regular signs (on buildings or free standing)		
Signs meeting code requirements	\$5.00 per square foot of facing	\$7.00
sign master plan application	\$100.00	\$7.00
Sign Variance	See Zoning Variance	\$7.00
Temporary Signs		
Temporary Commercial Signage (per sign)	\$50.00	\$7.00
Temporary Signs (Including temporary religious sign(s))	Identical to the fees applicable to other temporary sign types of similar size/duration	\$7.00
A-frame sign	\$30.00 for 1 year	\$7.00
Certificate of occupancy (change tenant/ownership)	\$100.00	\$7.00
Temporary Certificate of Occupancy	Shall be assessed at \$300.00 for the remainder of the initial month of issuance. Each successive month or portion thereof will be billed at \$750.00	\$7.00
Occupation of a structure prior to certificate of occupancy	\$100.00 per day of occupancy prior to issuance of certificate	\$7.00
Temporary job/construction trailer	\$50.00	\$7.00
Inspection for habitable dwelling/Customer Service Inspection	\$100.00	\$7.00
All Inspection/Reinspection not listed above		
Residential (each inspection)	\$85.00	
Commercial (each inspection)	\$100.00	
*Note: After 3rd failed inspection, must wait two (2) business days for reinspection and the reinspection fee becomes \$100.00 for residential and \$125.00 for Commercial.		
Building and Standards Application	\$500.00 plus amount invoiced by third party consultant for review	\$20.00



Fee Schedule

A1.007 Map and Plan Documents

Action	Fee	Technology Fee
GIS Custom Maps (PDF delivery)	\$75.00 for the first hour of work and \$55.00 each additional hour	

A1.008 Right-of-Way Fees for Network Providers

Action	Fee	Technology Fee
Application Fee		
Up to five network nodes	\$500.00	
From six up to 30 network nodes	Previous line + \$250.00 for each additional node above 5	
Node Support Pole (each)	\$1,000.00	
Rent from Network Providers		
Network Nodes	\$250.00 per node	
Transport Facility	\$28.00 per node	
Annual Collocation on Service Pole Attachment Fee	\$20.00 per node	

A1.009 Public Right-of-Way Fees

Action	Fee	Technology Fee
Right-of-way use (driveway/flatwork/sidewalk/curb cut only)		
Application	\$100.00	
Inspection	\$100.00 for residential, \$125.00 for commercial	
Right-of-way use (everything other than driveway/ flatwork/ sidewalk/ curb cut)		
Application	\$500.00	
Inspections	\$500.00 or \$2.50 per linear foot of infrastructure item, whichever is greater	
Use Fee	5% of gross revenues of the facility	
One-Year Registration	\$100.00	
Two-year Registration	\$175.00	



Fee Schedule

A2.000 Public Safety

A2.001 Police Department Fees

Action	Fee
Police unit security detail	\$15.00 per hour
Towing Application	\$45.00
Tow Truck Inspection	\$15.00

A2.002 Animal Control

Action	Fee
Dog Registration for sterilized animal (per tag)	\$5.00
Dog Registration for unsterilized animal (per tag)	\$10.00
Impoundment fee, registered	\$30.00
Impoundment fee, unregistered	\$60.00
Return charge for loose livestock that are picked up (each)	\$65.00
Holding fee (per day)	\$10.00
Rabies vaccination (per animal)	\$15.00
Pick up deceased owner animal (per animal)	\$25.00
Fee for dropping off animal/owner surrender (each)	\$25.00
Additional dropoff fee with litter (each)	\$25.00

A2.003 Traffic Fines

The municipal judge has the discretion to charge the maximum fee per state law depending on the violation. In addition to traffic fines, a person convicted of a misdemeanor shall pay court cost mandated by the state. Other fines charged are established in the Code of Ordinances and state law.

A2.004 City Ordinances

As stated in chapter 1, Section 1.01.009 of the code, the city council may establish the following penalties.
1. A fine up to \$2,000.00 in all cases arising under the ordinances, resolutions, rules or orders that govern: fire safety, zoning, public health and sanitation.
2. A fine up to \$4,000.00 in all cases arising under the ordinances, resolutions, rules or orders that govern illegal dumping of refuse
3. A fine up to \$500.00 for all other city violations.

A2.005 Unlawful Passing of School Buses

Unlawfully passing a school bus is punishable by a fine of \$500.00 - \$1,250.00 for first offense, or \$1,000.00 - \$2,000.00 for second or subsequent offense.
--

A2.006 Failure to Maintain Motor Vehicle Liability Insurance

Conviction of this offense is a misdemeanor punishable by a fine of not less than \$175.00 or more than \$350.00; if a person has been previously convicted of this offense, it is punishable by fine of not less than \$350.00 or more than \$1,000.00.
--

A2.007 Parked in Handicap Zone

Conviction of this offense is a misdemeanor punishable by a fine of not less than \$500.00 or more than \$750.00; if a person has been previously convicted of this offense, it is punishable by a fine not less than \$550.00 or more than \$800.00; and if that person has been convicted three times of this offense, a fine of not less than \$800.00 or more than \$1,100.00

A2.008 Time Payment Fee



Fee Schedule

Municipal court shall collect a fee of \$15.00 from a person who has been convicted, pays any part of a fine, court cost or restitution on or after the 31st day after the date judgement is entered.

A2.009 Food Sanitation Fees

Fees under this subsection are to be reviewed and regulated by the county and cities health district.



Fee Schedule

A3.000 Utilities

A3.001 Solid Waste Collection

Action	Fee
95 Gallon Solid Waste & 95 Gallon Recycling Bins	\$19.86
95 Gallon Solid Waste & 65 Gallon Recycling Bins	\$19.04
65 Gallon Solid Waste & 95 Gallon Recycling Bins	\$17.59
65 Gallon Solid Waste & 65 Gallon Recycling Bins	\$16.77
Additional Carts	50% of monthly rate
Tenant Clean Out (Up to 10 cubic yards)	\$150.00
Additional Pick up Request (up to 3 Cubic Yards or 6 Carts)	\$8.75 per pick up

A3.002 Assessments

Action	Fee
Lot Cleanup	Actual costs of clean up + \$100.00 administrative fee



Fee Schedule

A4.000 Public Facility Rentals

A4.001 Facilities and Equipment Rental

Action	Fee		Deposit	
	Resident	Non-Resident	Private Parties	Corporations
Pavilions (Fritz, Hutto Community, Adam Orgain, Glenwood, and Hutto Lake Park)				
Hourly rate (2-hr minimum)	\$10.00	\$30.00	\$200.00	\$400.00
Half day rate (7am-3pm or 4pm-11pm)	\$70.00	\$210.00	\$200.00	\$400.00
Full day rate	\$150.00	\$450.00	\$200.00	\$400.00
Gin Building				
Hourly rate (2-hr minimum)	\$40.00	\$60.00	\$200.00	\$400.00
Half day rate (7am-3pm or 4pm-11pm)	\$280.00	\$420.00	\$200.00	\$400.00
Full day rate	\$560.00	\$840.00	\$200.00	\$400.00
Adam Orgain/Brushy Creek Amphitheater				
Amphitheater Non-Commercial Rate (per day)	\$2,000.00	\$2,400.00	\$400.00	
Amphitheater Commercial Rate (per day)	\$3,000.00	\$3,600.00	\$400.00	
Parking Lot & Pavilion A	\$700.00	\$950.00	\$400.00	
Festive Site & Pavilion B Non-Commercial Rate (per day)	\$1,800.00	\$2,250.00	\$400.00	
Festive Site & Pavilion B Commercial Rate (per day)	\$2,300.00	\$2,850.00	\$400.00	
Green Room Non-Commercial (2-hr minimum)	\$50.00/hr	\$75.00/hr	\$400.00	
Green Room Commercial (2-hr minimum)	\$75.00/hr	\$100.00/hr	\$400.00	
Amphitheater, Festive Site & Pavilion B Non-Commercial Rate (per day)	\$2,800.00	\$3,450.00	\$400.00	
Amphitheater, Festive Site & Pavilion B Commercial Rate (per day)	\$3,800.00	\$4,450.00	\$400.00	
Fields (Holmstrom, Mager, Nguyen, and Riverwalk)				
Hourly with Lights (2-hr minimum)	\$100.00	\$125.00	\$100.00	\$400.00
Hourly with No Lights (2-hr minimum)	\$75.00	\$100.00	\$100.00	\$400.00
Concession Stands (Holmstrom and Mager)				
Monday - Friday	\$15.00	\$15.00	\$300.00	
Saturday - Sunday	\$50.00	\$50.00	\$300.00	
Field Prep (Holmstrom, Mager, Nguyen, and Riverwalk)				
Football Field Striping	\$150.00			
Football Equipment (press box, scoreboards, field markers, pylons, chains, etc...) per day.	\$35.00			
Soccer Field Striping	\$100.00			
Baseball/Softball Field Striping	\$35.00			
Staffing (as needed, per hour)				
Fotball, Soccer, Baseball/Softball	\$25.00			

A4.002 Youth Sports Association Facility Fees

Action	Fee
Non-resident fee (per non-resident child)	\$5.00
Youth Leagues	
Electric rate (per hour)	\$20.00
Non-resident fee (per non-resident)	\$50.00

A4.003 Recreation Program Fees

All recreation program fees are set by the Director of Parks and Recreation on a case-by-case basis. Non-residents shall pay a \$5.00 surcharge per class.



Fee Schedule



Fee Schedule

A5.000 Utilities

A5.001 Deposits for Water and Wastewater Accounts

Action	Fee
Water and wastewater customer (per connection)	
Good Payment History	\$0.00 Deposit may be waived with a letter of good credit or through a credit check
Average Payment History	\$150.00
Poor Payment History	\$300.00
Wastewater only customer (per connection)	
Good Payment History	\$0.00 Deposit may be waived with a letter of good credit or through a credit check
Average Payment History	\$125.00
Poor Payment History	\$275.00
Nonresidential	\$150.00
Temporary meter (per meter)	\$1,500.00
\$150.00 deposit will be charged for any customer without a deposit who is disconnected for nonpayment. An additional \$50.00 deposit will be charged to customers disconnected for nonpayment. Final determination of credit history shall be made by the City Utility Billing Supervisor.	
Non-residential establishments are required to post the minimum utility deposit or equal to at least twice the establishment of its kind.	

A5.002 Connection Fees

Action	Fee
Water	
5/8" and 3/4" meter	\$700.00
1" meter	\$900.00
1.5" meter	\$1,400.00
2" meter	\$1,600.00
> 2" meter	Meter cost + \$300.00
Wastewater	
Up to 8" connection	\$850.00
Up to 8" connection - developer installed	\$300.00
> 8" connection	\$500.00
> 8" connection - developer installed	\$300.00
The Utility Billing manager may assess and collect the difference between the adopted fee and the actual cost incurred by the City of Hutto. The applicant, developer, builder or contractor requesting service shall be responsible for payment of such additional cost prior to water meter installation.	

A5.003 Other Service Charges

Action	Fee
New account charge/transfer account charge	\$35.00
Processing fee due to disconnection of service for non-payment	\$75.00 (Manville customers will be assessed this processing fee plus an additional \$100.00 disconnect fee charged by those providers.)
After-hours connection fee/reconnection fee	\$75.00 in addition to any of the above
Meter re-read charge	\$25.00
Tampering with a locking device	\$250.00
Return trip fee	\$35.00 required if technician has to return to connect water due to customer action
Temporary fire hydrant backflow prevention testing	\$75.00
Repair service damaged by construction	Cost of materials and labor
Temporary water meter installation and relocation fee	\$300.00
Water meter test	Actual cost of test

A5.004 Impact Fees



Fee Schedule

Action	Fee
For plats approved between November 21, 2006 and January 31, 2013	
Water (per service unit)	\$4,363.00
Wastewater (per service unit)	\$1,068.00
For plats approved between February 1, 2013 and February 3, 2021	
Water (per service unit)	\$3,625.00
Wastewater (per service unit)	\$2,128.00
For plats approved after February 4, 2021	
Water (per living unit equivalent)	\$8,832.00
Wastewater (per living unit equivalent)	\$2,788.00
For plats approved after February 3, 2025	
Water (per service unit)	\$6,808.00
Wastewater (residential) (per service unit)	\$7,600.00
Wastewater (non-residential) (per service unit)	\$12,670.00
Traffic (for plats approved prior to February 3, 2025)	
Residential Land Use (per vehicle mile)	\$784.31
Non-Residential Land Use (per vehicle mile)	\$400.00
Traffic (for plans approved after February 3, 2025)	
Residential Land Use (per vehicle mile)	\$1,298.00
Non-Residential Land Use (per vehicle mile)	\$1,000.00

A5.005 Retail Water and Wastewater Rates

Action	Fee	
	Inside City	Outside City
Water		
Minimum monthly charge (demand; first 2,000 gallons included)		
5/8" and 3/4" meter	\$40.58	\$46.66
1" meter	\$101.44	\$116.66
1.5" meter	\$202.89	\$233.32
2" meter	\$324.62	\$373.31
3" meter	\$608.66	\$699.96
4" meter	\$1,014.43	\$1,166.59
6" meter	\$2,028.86	\$2,333.19
8" meter	\$3,246.18	\$3,733.10
Monthly Volume rate (per 1,000 gallons)		
Single-family residential		
2,000 - 5,000 gallons	\$5.79	\$6.66
5,001 - 10,000 gallons	\$7.82	\$8.99
10,001 - 15,000 gallons	\$10.55	\$12.14
15,001 - 20,000 gallons	\$14.25	\$16.39
20,001 - 30,000 gallons	\$19.24	\$22.12
30,001 gallons or more	\$25.97	\$29.86
Non-residential		
0-25,000 gallons	\$9.60	\$11.04
25,001 gallons or more	\$10.68	\$12.28
Irrigation	\$10.55	\$12.14
Construction	\$14.25	\$16.39
Wastewater		
Minimum monthly charge (demand)		



Fee Schedule

5/8" and 3/4" meter	\$41.41	\$47.63
1" meter	\$103.54	\$119.07
1.5" meter	\$107.07	\$238.13
2" meter	\$331.31	\$381.01
3" meter	\$621.21	\$714.39
4" meter	\$1,035.35	\$1,190.66
6" meter	\$2,070.71	\$2,381.31
8" meter	\$3,313.33	\$3,810.10
Monthly Volume rate (per 1,000 gallons)		
Residential (based on winter water use average)	\$7.03	\$8.08
Non-residential (based on monthly water meter readings)	\$8.08	\$9.29
Monthly rate (volume and demand)		
Flat Rate Customers	\$88.67	\$101.97
Drainage	\$4.00	

A5.006 Unmetered Fire Protection Systems

Action	Fee
2" service size (per connection per month)	\$8.00
6" service size (per connection per month)	\$20.00
8" service size (per connection per month)	\$30.00



Fee Schedule

A5.007 Bulk Water Rate

Action	Fee
Bulk water (per 1,000 gallons)	\$3.50

A5.008 Drought Contingency Plan Fees

Action	Fee
Stage 6 Response	
Single-family residential customers	
First 1,000 gallons over allocation	\$10.00
Second 1,000 gallons over allocation	\$15.00
Third 1,000 gallons over allocation	\$20.00
Each additional 1,000 gallons over allocation	\$25.00
Master-metered multifamily residential customers	
1,000 gallons over allocation up to 1,000 gallons per dwelling unit	\$10.00
each additional 1,000 gallons over allocation up to second 1,000 gallons per dwelling unit	\$15.00
each additional 1,000 gallons over allocation up to third 1,000 gallons per dwelling unit	\$20.00
each additional 1,000 gallons over allocation	\$25.00
Commercial customers allocated 0-2,999 gallons per month	
First 1,000 gallons over allocation	\$10.00
Second 1,000 gallons over allocation	\$15.00
Third 1,000 gallons over allocation	\$20.00
Each additional 1,000 gallons over allocation	\$25.00
Commercial customers allocated 3,000 or more gallons per month	As used herein, "block rate" means the charge to the customer per 1,000 gallons at the regular water rate schedule at the level of the customer's allocation.
First 1,000 gallons over allocation	3 times the block rate for each 1,000 gallons over the allocation up to 5% above the allocation.
Second 1,000 gallons over allocation	5 times the block rate for each 1,000 gallons over the allocation between 5 and 10% above the allocation.
Third 1,000 gallons over allocation	7 times the block rate for each 1,000 gallons over the allocation between 10 and 15% above the allocation.
Each additional 1,000 gallons over allocation	9 times the block rate for each 1,000 gallons over the allocation more than 15% above the allocation.
Industrial customers allocated 0-2,999 gallons per month	
First 1,000 gallons over allocation	\$10.00
Second 1,000 gallons over allocation	\$15.00
Third 1,000 gallons over allocation	\$20.00
Each additional 1,000 gallons over allocation	\$25.00
Industrial customers allocated 3,000 or more gallons per month	As used herein, "block rate" means the charge to the customer per 1,000 gallons at the regular water rate schedule at the level of the customer's allocation.
First 1,000 gallons over allocation	3 times the block rate for each 1,000 gallons over the allocation up to 5% above the allocation.
Second 1,000 gallons over allocation	5 times the block rate for each 1,000 gallons over the allocation between 5 and 10% above the allocation.
Third 1,000 gallons over allocation	7 times the block rate for each 1,000 gallons over the allocation between 10 and 15% above the allocation.
Each additional 1,000 gallons over allocation	9 times the block rate for each 1,000 gallons over the allocation more than 15% above the allocation.
Reconnection Charge	Water reconnection charge following discontinuance of water service for conviction of three or more distinct violations of the plan: \$35.00



Fee Schedule

A6.000 Businesses

A6.001 Alcoholic Beverage Permit and Licenses

Beginning January 1, 2022, there are no permit and license fees.

A6.002 Peddlers, Solicitors, Distributors, Itinerant Vendors and Mobile Street Vendors

Action	Fee
Peddler/solicitor (per person permitted)	\$25.00
Distributor (per person or group of persons permitted)	\$25.00
Itinerant Vendors/Mobile Street Vendors	
14-day permit	\$25.00
30-day permit	\$35.00
90-day permit	\$75.00
180-day permit	\$100.00



Fee Schedule

A7.000 Library

Action	Fee
Library Cards	
Resident	No fee
Non-resident	
Family	No family cards
Individual (per person per 2-year term)	\$20.00
Replacement	
1st	\$1.00
Each Additional	\$5.00
Copy/Print	
Black and white (per impression)	\$0.10
Color (per impression)	\$0.25
Lost or damaged book fee	Cost of book
Interlibrary loan	Cost of return postage



Fee Schedule

A8.000 Miscellaneous Fees

Action	Fee
Special Events Permit Application	\$50.00
Street Closure Permit Application	\$25.00
Fireworks Display Permit Application	\$40.00
Film Application Fee	\$500.00
Total/Disruptive use (regular operating hours) of a public building, park, right-of-way, or public area (per day)	\$500.00
Partial/Non-disruptive use of a public building, park, right-of-way, or public area (per day)	\$250.00
Total closure or obstruction of public street or right-of-way, including parking lots and on-street parking (per block per day)	\$50.00
Partial closure or obstruction of public street or right-of-way, including parking lots and on-street parking (per block per day)	\$25.00
Use of city parking lots, parking areas, and city streets (for the purpose of parking film trailers, buses, catering trucks, and other large vehicles) (per block per day)	\$50.00
Brush Collection by City after Storm	
Minimum	\$15.00
Each Additional 5 minutes	\$5.00
Returned check fee (for any city payment)	\$30.00
Credit Card Processing fee (per transaction)	4.25% of the charge amount
Certified Copies	
Standard or legal size (per page)	\$1.00
Specialty paper or oversized copies	Actual cost of copies + \$1.00 per page
Notary Services	\$6.00 per notary or in accordance with section 406.024 of the Government Code.

AGENDA ITEM REPORT

9.5.



To: City Council
Subject: Consideration and possible action on acceptance of the August 2026 financial report (Alberta Barrett)
Meeting: Thursday, September 17, 2026
Department: Finance /
Staff Contact:

ITEM SUMMARY:

Staff presents financial statements monthly to the City Council. The following are highlights of the first eleven months of the fiscal year:

General fund revenues are currently at 92.44% of budgeted amounts. This is tracking slightly slower than August of 2025, in which 95.64% of revenues were received.

- City liquor sales tax and charges for services have already exceeded its annual budgeted amounts. This is due to new food establishments opening this fiscal year, as well as stormwater fees exceeding budget.
- Budget amendments are being presented at this meeting to address shortfalls in sales taxes, subdivision inspection fees, building permits, and building inspection fees.
- The City received its first allocation directly from the Comptroller for August sales taxes from the interlocal agreement with ESD#3. The \$49,151 is excluded from general fund revenues, and is reflected on Page 14 of the financial report. The City also received a check from the ESD#3 for June and July sales tax collections. This check was deposited in September, and will be reflected on next month's financial statements.

General fund expenditures are at 81.77% of budgeted amounts. Expenditures are expected to significantly increase in September, with final invoices for the fiscal year being received and posted in September and October. General fund expenditures in August of last year were at 81.69% of budgeted amounts.

Cash balances are approximately \$292 million. This is approximately a \$15 million decrease over the prior month. This decrease is expected, as most revenues for the year have been realized, while the City spends down funds for CIP projects.

STAFF RECOMMENDATION:

Staff recommends approval as presented.

AGENDA ITEM REPORT

9.5.



FISCAL NOTES:

No fiscal impact

ATTACHMENTS:

1. August 2026 Financial Report



MONTHLY UNAUDITED FINANCIAL REPORT

FOR THE MONTH ENDED AUGUST 31, 2026

Finance Department

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CITY OF HUTTO
MAJOR FUNDS AT A GLANCE
FOR THE MONTH ENDED AUGUST 31, 2026

GENERAL FUND (10) SUMMARY

	Budget	Fiscal YTD
Budgeted Beginning Fund Balance	\$ 10,614,355	\$ 10,614,355
Revenue	35,511,923	32,827,781
Expenses	35,182,229	28,769,748
Ending Fund Balance	\$ 10,944,049	\$ 14,672,388

UTILITY FUND (50) SUMMARY

	Budget	Fiscal YTD
Budgeted Beginning Fund Balance	\$ 12,408,745	\$ 12,408,745
Revenue	40,383,288	36,948,661
Expenses	41,203,278	37,003,754
Ending Fund Balance	\$ 11,588,755	\$ 12,353,652

DEBT SERVICE (11) SUMMARY

	Budget	Fiscal YTD
Budgeted Beginning Fund Balance	\$ 2,124,296	\$ 2,124,296
Revenue	8,668,093	8,473,336
Expenses	8,497,898	8,479,263
Ending Fund Balance	\$ 2,294,491	\$ 2,118,369

HOTEL TAX FUND (24) SUMMARY

	Budget	Fiscal YTD
Budgeted Beginning Fund Balance	\$ 1,396,768	\$ 1,396,768
Revenue	435,908	275,296
Expenses	163,674	97,443
Ending Fund Balance	\$ 1,669,002	\$ 1,574,621

ECONOMIC DEVELOPMENT (EDC) FUND (35) SUMMARY

	Budget	Fiscal YTD
Budgeted Beginning Fund Balance	\$ 8,373,536	\$ 8,373,536
Revenue	58,022,035	14,724,686
Expenses	57,582,311	7,973,461
Ending Fund Balance	\$ 8,813,260	\$ 15,124,761

PARK IMPROVEMENT FUND (40) SUMMARY

	Budget	Fiscal YTD
Budgeted Beginning Fund Balance	\$ 1,478,600	\$ 1,478,600
Revenue	246,875	67,986
Expenses	541,301	289,146
Ending Fund Balance	\$ 1,184,174	\$ 1,257,440

COMMUNITY BENEFIT FEE FUND (41) SUMMARY

	Budget	Fiscal YTD
Budgeted Beginning Fund Balance	\$ 2,705,228	\$ 2,705,228
Revenue	87,413	167,589
Expenses	1,549,701	1,092,184
Ending Fund Balance	\$ 1,242,940	\$ 1,780,633

TRANSPORTATION IMPROVEMENT FUND (42) SUMMARY

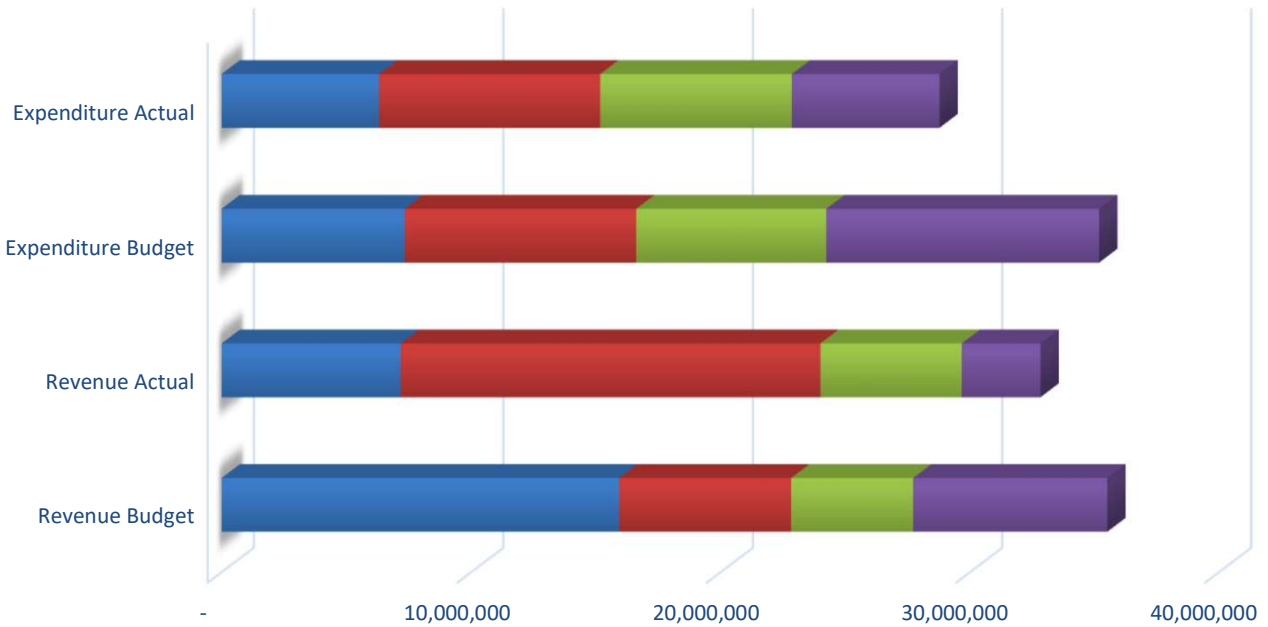
	Budget	Fiscal YTD
Budgeted Beginning Fund Balance	\$ 8,905,976	\$ 8,905,976
Revenue	1,800,696	2,131,919
Expenses	6,083,641	1,620,307
Ending Fund Balance	\$ 4,623,031	\$ 9,417,588

IMPACT FEE FUND (52) SUMMARY

	Budget	Fiscal YTD
Budgeted Beginning Fund Balance	\$ 28,618,797	\$ 28,618,797
Revenue	10,726,746	7,204,427
Expenses	18,462,789	10,998,269
Ending Fund Balance	\$ 20,882,754	\$ 24,824,955

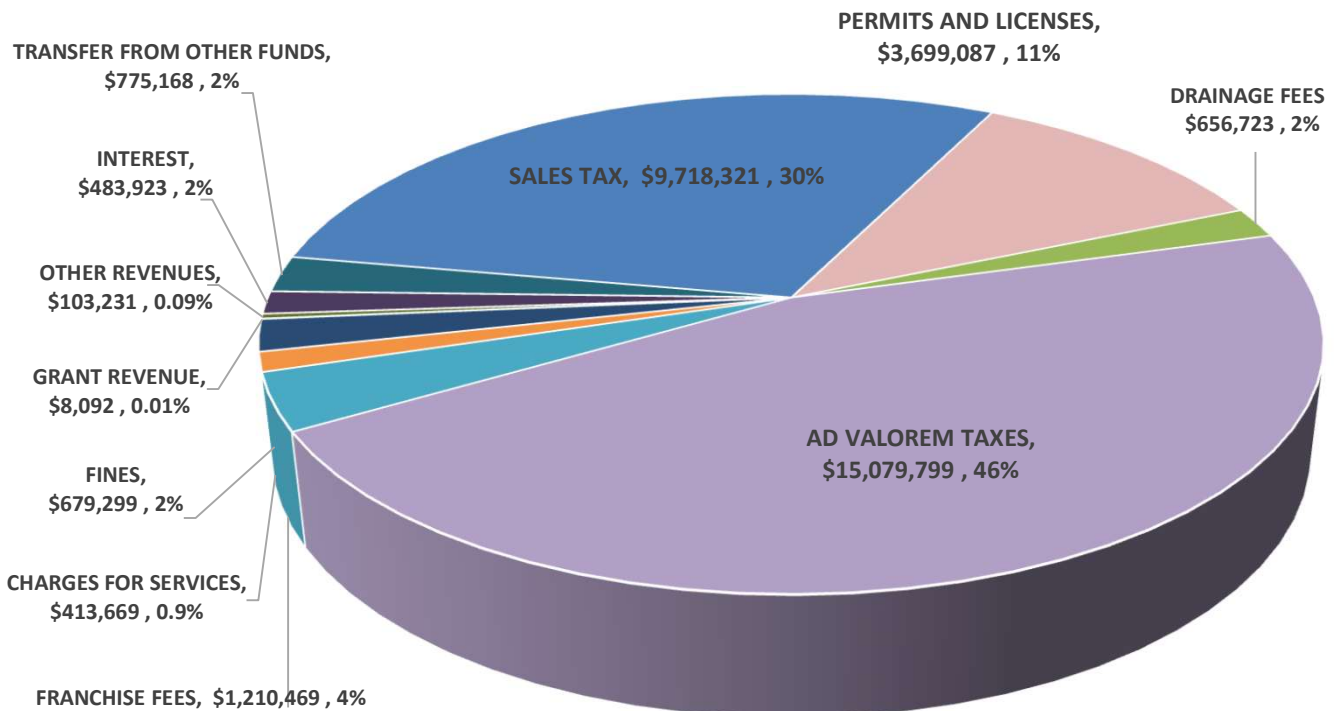
FINANCIAL DASHBOARD FOR THE MONTH ENDING AUGUST 31, 2026

GENERAL FUND



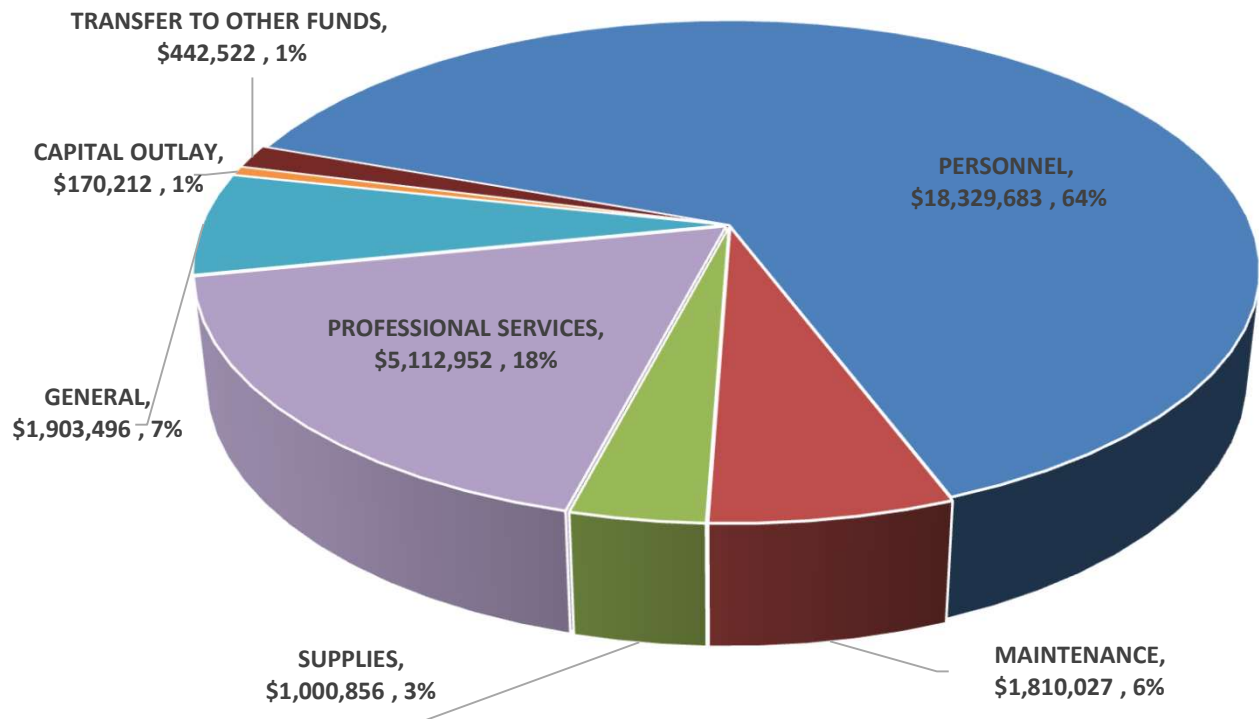
	Revenue Budget	Revenue Actual	Expenditure Budget	Expenditure Actual
Quarter 1	15,927,096	7,174,141	7,335,494	6,309,354
Quarter 2	6,896,415	16,819,768	9,281,073	8,865,631
Quarter 3	4,889,992	5,671,154	7,616,953	7,675,820
Quarter 4	7,798,420	3,162,718	10,948,709	5,918,943

GENERAL FUND REVENUE

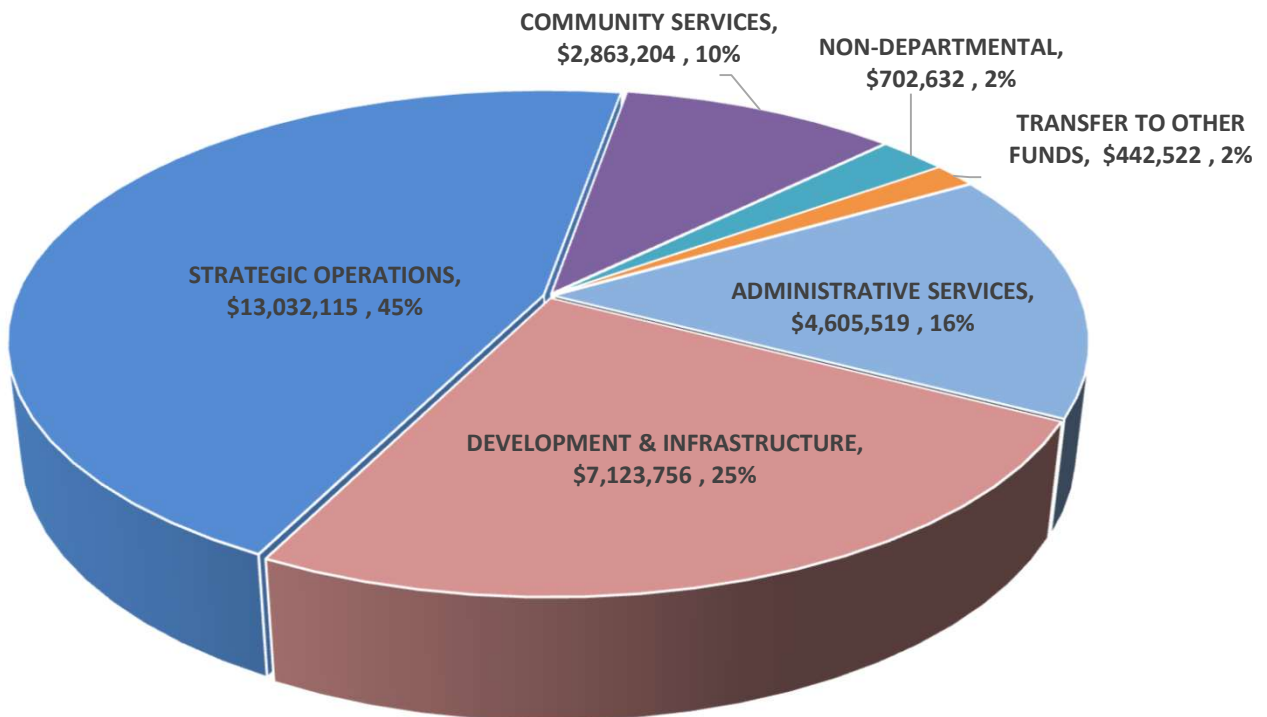


FINANCIAL DASHBOARD FOR THE MONTH ENDING AUGUST 31, 2026

GENERAL FUND EXPENDITURES BY TYPE

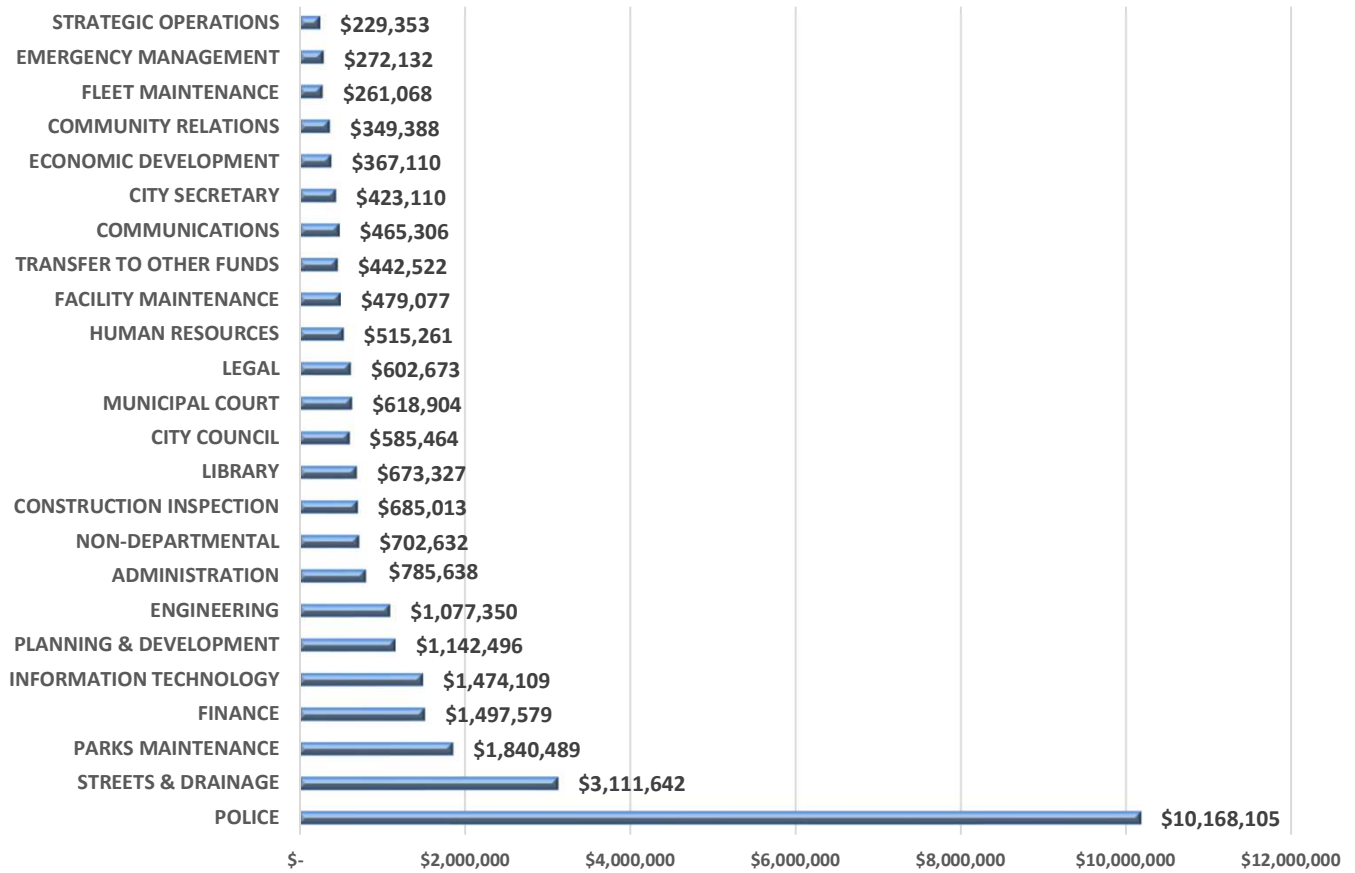


GENERAL FUND EXPENDITURES BY DEPARTMENTS (YTD)



FINANCIAL DASHBOARD FOR THE MONTH ENDING AUGUST 31, 2026

GENERAL FUND EXPENDITURES BY DIVISIONS (YTD)



CITY OF HUTTO
GENERAL FUND
STATEMENT OF REVENUES
FOR THE MONTH ENDED AUGUST 31, 2026

REVENUES	FY 2023-2024	FY 2024-2025	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE	PERCENT
	AUDITED ACTUAL	AUDITED ACTUAL				FAVORABLE (UNFAVORABLE)	OF BUDGET
AD VALOREM TAXES	13,895,836	14,560,616	15,331,687	40,646	15,124,646	(207,041)	98.65%
PROPERTY TAX REBATES	(1,776,524)	(12,756)	(142,614)	-	(44,847)	97,767	31.45% (a)
SALES TAX	10,339,346	11,536,796	11,958,651	1,102,863	10,178,567	(1,780,084)	85.11% *
SALES TAX REBATES	(823,668)	(937,048)	(1,200,000)	(57,608)	(561,809)	638,191	46.82%
CITY LIQUOR SALES TAX	56,454	80,559	68,499	9,295	101,563	33,064	148.27% (b)
FRANCHISE FEES	1,354,462	1,492,426	1,550,259	38,903	1,210,469	(339,790)	78.08%
PERMITS AND LICENSES	5,288,896	4,146,674	4,751,415	368,387	3,699,087	(1,052,328)	77.85%
CHARGES FOR SERVICES	356,474	386,554	396,800	14,817	413,669	16,869	104.25% (c)
FINES	501,865	733,555	732,147	60,712	679,299	(52,848)	92.78%
DRAINAGE FEES	657,211	689,291	690,000	60,717	656,723	(33,277)	95.18%
GRANT REVENUE	38,171	86,659	3,111	2,000	8,092	4,981	100.00%
OTHER REVENUES	310,566	2,211,272	61,800	-	103,231	41,431	167.04% (d)
INTEREST	804,437	529,800	535,000	21,629	483,923	(51,077)	90.45%
SUB - TOTAL	31,003,526	35,504,398	34,736,755	1,662,361	32,052,613	(2,684,142)	92.27%
TRANSFER FROM OTHER FUNDS	1,084,866	-	775,168	254,878	775,168	-	100.00%
TOTAL REVENUES	<u>32,088,392</u>	<u>35,504,398</u>	<u>35,511,923</u>	<u>1,917,239</u>	<u>32,827,781</u>	<u>(2,684,142)</u>	<u>92.44%</u>

GENERAL FUND SUMMARY	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Fiscal YTD
Beginning Estimated Fund Balance	5,564,745	7,812,477	10,614,355	10,614,355
Revenue	32,088,392	35,504,398	35,511,923	32,827,781
Expenditures	29,840,660	32,702,520	35,182,229	28,769,748
Ending Estimated Fund Balance	<u>\$ 7,812,477</u>	<u>\$ 10,614,355</u>	<u>\$ 10,944,049</u>	<u>\$14,672,388</u>
Reserve Requirement (20%)			6,861,176	6,861,176
Remaining Unreserved Fund Balance			<u>4,082,873</u>	<u>7,811,212</u>

*See page 35 for additional information

- (a) Pending receipt of required documentation from companies with active agreements
(b) Increased due to new dining establishment
(c) Revenue for stormwater fees over budget
(d) Recovery from insurance for damaged vehicles

CITY OF HUTTO
GENERAL FUND
STATEMENT OF EXPENDITURES
FOR THE MONTH ENDED AUGUST 31, 2026

		FY 2023-2024	FY 2024-2025	FY 2025-2026	CURRENT	FISCAL	VARIANCE	PERCENT
		ACTUAL	ACTUAL	BUDGET	MONTH	YTD	FAVORABLE (UNFAVORABLE)	OF BUDGET
ADMINISTRATIVE SERVICES	ADMINISTRATION							
	PERSONNEL	\$ 955,689	\$ 931,457	\$ 789,560	\$ 77,161	\$ 703,453	\$ 86,107	89.09%
	SUPPLIES	27,685	21,956	11,828	231	11,626	202	98.29%
	PROFESSIONAL SERVICES	385	-	540	-	540	-	100.00%
	GENERAL	53,820	71,542	71,695	9	70,019	1,676	97.66%
	CAPITAL OUTLAY	-	-	-	-	-	-	-
	TOTAL ADMINISTRATION	\$ 1,037,579	\$ 1,024,955	\$ 873,623	\$ 77,401	\$ 785,638	\$ 87,985	89.93%
	CITY COUNCIL							
	PERSONNEL	\$ 64,638	\$ 63,297	\$ 73,915	\$ 3,122	\$ 63,283	\$ 10,632	85.62%
	SUPPLIES	14,892	242	10,950	-	278	10,672	2.54% (a)
	PROFESSIONAL SERVICES	620	2,470	273,100	50	10,204	262,896	3.74% (b)
	GENERAL	574,028	564,996	451,047	510	389,429	61,618	86.34%
	CAPITAL OUTLAY	-	-	129,598	-	122,270	7,328	94.35%
	TOTAL CITY COUNCIL	\$ 654,178	\$ 631,005	\$ 938,610	\$ 3,682	\$ 585,464	\$ 353,146	62.38%
	LEGAL							
	PROFESSIONAL SERVICES	\$ 1,269,565	\$ 1,079,342	\$ 840,042	\$ 2,814	\$ 602,673	\$ 237,369	71.74%
	TOTAL LEGAL	\$ 1,269,565	\$ 1,079,342	\$ 840,042	\$ 2,814	\$ 602,673	\$ 237,369	71.74%
	HUMAN RESOURCES							
	PERSONNEL	\$ 446,532	\$ 468,132	\$ 423,058	\$ 28,975	\$ 344,508	\$ 78,550	81.43%
	SUPPLIES	36,594	26,539	42,980	2,394	20,899	22,081	48.62%
	PROFESSIONAL SERVICES	121,458	111,022	148,524	8,320	127,600	20,924	85.91%
	GENERAL	27,749	36,733	31,561	-	22,254	9,307	70.51%
	CAPITAL OUTLAY	-	-	-	-	-	-	-
	TOTAL HUMAN RESOURCES	\$ 632,333	\$ 642,426	\$ 646,123	\$ 39,689	\$ 515,261	\$ 130,862	79.75%
	FINANCE							
	PERSONNEL	\$ 917,534	\$ 1,144,050	\$ 1,411,890	\$ 110,932	\$ 1,203,004	\$ 208,886	85.21%
	SUPPLIES	7,432	5,901	17,891	1,884	10,972	6,919	61.33%
	PROFESSIONAL SERVICES	161,269	263,430	325,162	15,375	246,861	78,301	75.92%
	GENERAL	130,617	55,425	64,022	4,938	36,742	27,280	57.39%
	CAPITAL OUTLAY	-	-	-	-	-	-	-
	TOTAL FINANCE	\$ 1,216,852	\$ 1,468,806	\$ 1,818,965	\$ 133,129	\$ 1,497,579	\$ 321,386	82.33%
	MUNICIPAL COURT							
	PERSONNEL	\$ 385,340	\$ 515,250	\$ 518,043	\$ 40,201	\$ 455,730	\$ 62,313	87.97%
	SUPPLIES	3,969	4,921	4,452	972	1,874	2,578	42.09%
	PROFESSIONAL SERVICES	44,078	54,324	55,700	6,163	48,646	7,054	87.34%
	GENERAL	40,260	101,966	91,808	11,196	112,654	(20,846)	122.71% (c)
	CAPITAL OUTLAY	151,970	-	-	-	-	-	-
	TOTAL MUNICIPAL COURT	\$ 625,617	\$ 676,461	\$ 670,003	\$ 58,532	\$ 618,904	\$ 51,099	92.37%
DEV & INFRAS	ECONOMIC DEVELOPMENT							
	PERSONNEL	\$ 243,874	\$ 520,048	\$ 394,840	\$ 30,569	\$ 345,652	\$ 49,188	87.54%
	SUPPLIES	5,102	5,329	9,514	-	2,793	6,721	29.36%
	MAINTENANCE	-	-	-	-	-	-	-
	PROFESSIONAL SERVICES	9,044	9,377	10,040	2,333	9,673	367	96.34%
	GENERAL	20,800	34,291	41,923	-	8,992	32,931	21.45%
	CAPITAL OUTLAY	-	-	-	-	-	-	-
	TOTAL ECONOMIC DEVELOPMENT	\$ 278,820	\$ 569,045	\$ 456,317	\$ 32,902	\$ 367,110	\$ 89,207	80.45%

(a) Unexpended Downtown Business Association security request

(b) Unexpended ride share program funds

(c) Increase in credit card fee charges. Hutto researching alternatives for future reduction in this expense

CITY OF HUTTO
GENERAL FUND
STATEMENT OF EXPENDITURES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 ACTUAL	FY 2024-2025 ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
DEVELOPMENT & INFRASTRUCTURE							
PLANNING & DEVELOPMENT							
PERSONNEL	\$ 1,188,717	\$ 1,300,126	\$ 1,170,828	\$ 76,168	\$ 990,823	\$ 180,005	84.63%
SUPPLIES	20,559	15,193	13,451	142	8,881	4,570	66.02%
MAINTENANCE	13,083	-	-	-	-	-	-
PROFESSIONAL SERVICES	683,587	363,022	362,299	11,435	134,342	227,957	37.08% (d)
GENERAL	86,218	35,203	26,545	343	8,450	18,095	31.83%
CAPITAL OUTLAY	-	44,649	-	-	-	-	-
TOTAL PLANNING & DEVELOPMENT	\$ 1,992,164	\$ 1,758,193	\$ 1,573,123	\$ 88,088	\$ 1,142,496	\$ 430,627	72.63%
ENGINEERING							
PERSONNEL	\$ 675,781	\$ 855,387	\$ 1,208,940	\$ 97,774	\$ 1,011,611	\$ 197,329	83.68%
SUPPLIES	10,608	15,934	5,600	-	1,487	4,113	26.55%
PROFESSIONAL SERVICES	78,725	43,415	73,703	34,500	54,601	19,102	74.08%
GENERAL	15,120	23,787	12,230	700	9,651	2,579	78.91%
CAPITAL OUTLAY	38,335	-	-	-	-	-	-
TOTAL ENGINEERING	\$ 818,569	\$ 938,523	\$ 1,300,473	\$ 132,974	\$ 1,077,350	\$ 223,123	82.84%
CONSTRUCTION INSPECTION							
PERSONNEL	\$ 442,174	\$ 624,812	\$ 686,067	\$ 45,127	\$ 593,442	\$ 92,625	86.50%
SUPPLIES	35,047	31,620	29,532	544	26,666	2,866	90.30%
MAINTENANCE	144	-	-	-	-	-	-
PROFESSIONAL SERVICES	9,027	10,841	65,570	-	61,008	4,562	93.04%
GENERAL	5,236	6,214	8,415	(505)	3,897	4,518	46.31%
CAPITAL OUTLAY	91,952	145,786	-	-	-	-	-
TOTAL CONSTRUCTION INSPECTION	\$ 583,580	\$ 819,273	\$ 789,584	\$ 45,166	\$ 685,013	\$ 104,571	86.76%
STREETS & DRAINAGE							
PERSONNEL	\$ 728,150	\$ 1,056,976	\$ 1,068,678	\$ 89,838	\$ 963,878	\$ 104,800	90.19%
SUPPLIES	134,045	162,112	171,490	8,006	120,602	50,888	70.33%
MAINTENANCE	1,441,320	1,822,551	2,388,868	1,006,102	1,368,673	1,020,195	57.29% (e)
PROFESSIONAL SERVICES	268,461	431,799	475,255	2,253	362,219	113,036	76.22%
GENERAL	285,523	383,625	411,413	36,686	296,270	115,143	72.01%
CAPITAL OUTLAY	804,456	18,649	3,854	-	-	3,854	-
TOTAL STREETS & DRAINAGE	\$ 3,661,955	\$ 3,875,712	\$ 4,519,558	\$ 1,142,885	\$ 3,111,642	\$ 1,407,916	68.85%
FLEET MAINTENANCE							
PERSONNEL	\$ 151,331	\$ 207,376	\$ 208,283	\$ 15,999	\$ 184,240	\$ 24,043	88.46%
SUPPLIES	4,621	5,449	3,291	98	3,708	(417)	112.67% (f)
MAINTENANCE	175,446	119,703	133,297	(11,117)	66,234	67,063	49.69%
PROFESSIONAL SERVICES	2,657	3,798	8,720	95	6,886	1,834	78.97%
GENERAL	-	-	2,000	-	-	2,000	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
TOTAL FLEET MAINTENANCE	\$ 334,055	\$ 336,326	\$ 355,591	\$ 5,075	\$ 261,068	\$ 94,523	73.42%
FACILITY MAINTENANCE							
PERSONNEL	\$ 203,574	\$ 213,142	\$ 218,412	\$ 16,823	\$ 177,063	\$ 41,349	81.07%
SUPPLIES	18,546	24,884	24,771	1,670	12,727	12,044	51.38%
MAINTENANCE	429,385	269,237	269,112	6,040	188,766	80,346	70.14%
PROFESSIONAL SERVICES	88,791	118,455	127,452	3,100	100,521	26,931	78.87%
GENERAL	1,711	-	650	-	-	650	-
CAPITAL OUTLAY	207,327	-	-	-	-	-	-
TOTAL FACILITY MAINTENANCE	\$ 949,334	\$ 625,718	\$ 640,397	\$ 27,633	\$ 479,077	\$ 161,320	74.81%

(d) UDC rewrite, third party inspection, and plan review

(e) Maintenance program expenditures to occur in September

(f) Pending transfer to cover toll charges

CITY OF HUTTO
GENERAL FUND
STATEMENT OF EXPENDITURES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 ACTUAL	FY 2024-2025 ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
STRATEGIC OPERATIONS							
PERSONNEL	\$ -	\$ 162,553	\$ 243,395	\$ 8,628	\$ 228,984	\$ 14,411	94.08%
SUPPLIES	-	75	371	-	369	2	99.46%
PROFESSIONAL SERVICES	-	13,029	-	-	-	-	-
GENERAL	95,834	6,324	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
TOTAL STRATEGIC OPERATIONS	\$ 95,834	\$ 181,981	\$ 243,766	\$ 8,628	\$ 229,353	\$ 14,413	94.09%
POLICE							
PERSONNEL	\$ 6,692,883	\$ 8,057,677	\$ 8,639,448	\$ 660,396	\$ 7,550,569	\$ 1,088,879	87.40%
SUPPLIES	504,997	601,193	588,264	6,402	456,578	131,686	77.61%
MAINTENANCE	44,573	96,399	75,839	656	62,841	12,998	82.86%
PROFESSIONAL SERVICES/FEES	646,211	1,176,293	2,069,406	2,436	1,888,553	180,853	91.26%
GENERAL	219,037	181,705	197,726	13,795	161,622	36,104	81.74%
CAPITAL OUTLAY	757,304	410,101	64,000	-	47,942	16,058	74.91%
TOTAL POLICE	\$ 8,865,005	\$ 10,523,368	\$ 11,634,683	\$ 683,685	\$ 10,168,105	\$ 1,466,578	87.39%
CITY SECRETARY							
PERSONNEL	\$ 224,076	\$ 283,178	\$ 288,167	\$ 21,949	\$ 253,654	\$ 34,513	88.02%
SUPPLIES	857	353	433	-	328	105	75.75%
PROFESSIONAL SERVICES	146,364	170,895	184,401	1,227	164,728	19,673	89.33%
GENERAL	6,316	5,378	5,987	-	4,400	1,587	73.49%
CAPITAL OUTLAY	-	-	-	-	-	-	-
TOTAL CITY SECRETARY	\$ 377,613	\$ 459,804	\$ 478,988	\$ 23,176	\$ 423,110	\$ 55,878	88.33%
COMMUNICATIONS							
PERSONNEL	\$ 395,064	\$ 378,351	\$ 428,662	\$ 32,696	\$ 377,470	\$ 51,192	88.06%
SUPPLIES	10,578	2,832	1,671	31	860	811	51.47%
PROFESSIONAL SERVICES	140,644	69,535	87,793	364	77,674	10,119	88.47%
GENERAL	10,152	60,123	11,375	40	9,302	2,073	81.78%
CAPITAL OUTLAY	-	-	-	-	-	-	-
TOTAL COMMUNICATIONS	\$ 556,438	\$ 510,841	\$ 529,501	\$ 33,131	\$ 465,306	\$ 64,195	87.88%
INFORMATION TECHNOLOGY							
PERSONNEL	\$ 385,693	\$ 587,909	\$ 652,599	\$ 55,686	\$ 551,647	\$ 100,952	84.53%
SUPPLIES	81,239	104,908	30,553	4,442	14,412	16,141	47.17%
PROFESSIONAL SERVICES	621,550	779,941	1,028,012	30,883	902,505	125,507	87.79%
GENERAL	3,661	10,426	11,508	557	5,545	5,963	48.18%
CAPITAL OUTLAY	191,310	-	-	-	-	-	-
TOTAL INFORMATION TECHNOLOGY	\$ 1,283,453	\$ 1,483,184	\$ 1,722,672	\$ 91,568	\$ 1,474,109	\$ 248,563	85.57%
EMERGENCY MANAGEMENT							
PERSONNEL	\$ 225,749	\$ 307,198	\$ 291,283	\$ 27,103	\$ 239,589	\$ 51,694	82.25%
SUPPLIES	13,799	10,387	12,621	(77)	5,077	7,544	40.23%
PROFESSIONAL SERVICES	-	10,202	37,554	210	23,549	14,005	62.71%
GENERAL	3,101	8,624	9,200	1,482	3,917	5,283	42.58%
CAPITAL OUTLAY	48,997	-	-	-	-	-	-
TOTAL EMERGENCY MANAGEMENT	\$ 291,646	\$ 336,411	\$ 350,658	\$ 28,718	\$ 272,132	\$ 78,526	77.61%

CITY OF HUTTO
GENERAL FUND
STATEMENT OF EXPENDITURES
FOR THE MONTH ENDED AUGUST 31, 2026

		FY 2023-2024	FY 2024-2025	FY 2025-2026	CURRENT	FISCAL	VARIANCE	PERCENT
		ACTUAL	ACTUAL	BUDGET	MONTH	YTD	FAVORABLE (UNFAVORABLE)	OF BUDGET
COMMUNITY SERVICES	LIBRARY							
	PERSONNEL	\$ 442,616	\$ 637,810	\$ 661,755	\$ 49,275	\$ 589,220	\$ 72,535	89.04%
	SUPPLIES	66,182	54,653	65,868	313	51,696	14,172	78.48%
	PROFESSIONAL SERVICES	8,208	3,193	6,300	2,333	7,049	(749)	111.89% (g)
	GENERAL	9,414	14,527	20,171	729	25,362	(5,191)	125.73% (h)
	CAPITAL OUTLAY	-	-	-	-	-	-	-
	TOTAL LIBRARY	\$ 526,420	\$ 710,183	\$ 754,094	\$ 52,650	\$ 673,327	\$ 80,767	89.29%
	COMMUNITY SVCS ADMIN							
	PERSONNEL	\$ 210,590	\$ 292,316	\$ 393,426	\$ 30,165	\$ 346,520	\$ 46,906	88.08%
	SUPPLIES	252,462	2,905	5,100	556	2,668	2,432	52.31%
COMMUNITY SERVICES	PROFESSIONAL SERVICES	61,789	6,899	-	-	-	-	-
	GENERAL	17,408	14,756	1,100	200	200	900	18.18%
	CAPITAL OUTLAY	-	-	-	-	-	-	-
	TOTAL COMMUNITY SVCS ADMIN	\$ 542,249	\$ 316,876	\$ 399,626	\$ 30,921	\$ 349,388	\$ 50,238	87.43%
	PARKS & RECREATION							
	PERSONNEL	\$ 1,087,305	\$ 1,290,377	\$ 1,224,714	\$ 125,801	\$ 1,155,343	\$ 69,371	94.34%
	SUPPLIES	137,396	121,240	286,445	20,383	229,452	56,993	80.10%
	MAINTENANCE	115,339	139,616	139,850	7,427	123,513	16,337	88.32%
	PROFESSIONAL SERVICES	167,423	220,773	390,195	25,070	268,907	121,288	68.92%
	GENERAL	59,608	88,067	74,970	5,413	63,274	11,696	84.40%
NON-DEPT	CAPITAL OUTLAY	46,785	16,975	-	-	-	-	-
	TOTAL PARKS & RECREATION	\$ 1,613,856	\$ 1,877,048	\$ 2,116,174	\$ 184,094	\$ 1,840,489	\$ 275,685	86.97%
	NON-DEPARTMENTAL							
	SUPPLIES	18,595	19,867	19,220	929	16,903	2,317	87.94%
	MAINTENANCE	-	-	-	-	-	-	-
	PROFESSIONAL SERVICES	668	4,960	16,125	861	14,213	1,912	88.14%
	GENERAL	554,596	695,886	811,561	31,478	671,516	140,045	82.74%
	CAPITAL OUTLAY	53,860	246,659	-	-	-	-	-
	OTHER FINANCING USES & DEBT SERV	271,686	423,181	-	-	-	-	-
	TOTAL NON-DEPARTMENTAL	\$ 899,405	\$ 1,390,553	\$ 846,906	\$ 33,268	\$ 702,632	\$ 144,274	82.96%
	TRANSFERS TO OTHER FUNDS	\$ 734,140	\$ 466,486	\$ 682,752	\$ 2,836	\$ 442,522	\$ 240,230	64.81%
	TOTAL EXPENDITURES	\$ 29,840,660	\$ 32,702,520	\$ 35,182,229	\$ 2,962,645	\$ 28,769,748	\$ 6,412,481	81.77%

(g) Pending budget transfer

(h) Grant expenditures offset by revenue received, pending budget amendment

CITY OF HUTTO
OTHER GOVERNMENTAL FUNDS
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET	
COURT FUNDS								
REVENUES	46,008	63,495	59,489	5,954	57,787	(1,702)	97.14%	
EXPENDITURES	8,522	34,036	88,251	28,625	88,806	(555)	100.63%	(a)
NET CHANGE	37,486	29,459	(28,762)	(22,671)	(31,019)	(2,257)		
HUTTO POLICE SEIZURE FUND								
REVENUES	1,500	2,911	1,250	64	955	(295)	76.40%	
EXPENDITURES	-	-	20,000	-	-	20,000	-	
NET CHANGE	1,500	2,911	(18,750)	64	955	19,705		
POLICE LEOSE FUNDS								
REVENUES	6,447	6,753	150	17	6,804	6,654	4536.00%	(b)
EXPENDITURES	25,108	-	2,100	-	-	2,100	-	
NET CHANGE	(18,661)	6,753	(1,950)	17	6,804	8,754		
PEG CAPITAL FUND								
REVENUES	40,614	37,033	35,100	6,937	26,297	(8,803)	74.92%	
EXPENDITURES	4,376	-	24,634	355	19,606	5,028	79.59%	
NET CHANGE	36,238	37,033	10,466	6,582	6,691	(3,775)		

(a) Additional transfers to be posted in September

(b) Leose grant received

***OTHER GOVERNMENTAL FUNDS
STATEMENT OF REVENUES & EXPENSES
DETAILED BY FUND***

CITY OF HUTTO
DEBT SERVICE FUND (11)
STATEMENT OF REVENUES & EXPENSES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
PROPERTY TAX	\$ 6,460,967	\$ 7,332,984	\$ 7,709,737	\$ 21,035	\$ 8,115,940	\$ 406,203	105.27%
INTEREST EARNED	274,437	175,624	175,000	3,631	157,396	(17,604)	89.94%
TRANSFER FROM OTHER FUNDS	366,676	1,060,481	783,356	-	200,000	(583,356)	25.53%
TOTAL REVENUES	\$ 7,102,080	\$ 8,569,089	\$ 8,668,093	\$ 24,666	\$ 8,473,336	\$ (194,757)	97.75%
EXPENDITURES							
2013 CO	161,762	160,940	160,047	-	160,047	-	100%
2013 Refunding GO	162,667	163,490	161,800	-	161,821	(21)	100.01%
2015 CO/GO	100,688	102,032	101,800	-	101,808	(8)	100.01%
2016 GO	462,125	465,125	462,900	-	462,925	(25)	100.01%
2017 LTN	633,270	-	-	-	-	-	-
2017 CO	613,488	758,538	760,000	-	760,038	(38)	100.01%
Bond Principal (2019A GO)	776,788	1,076,688	1,072,900	-	1,072,938	(38)	100.00%
Bond (2019B)	403,098	590,098	597,600	-	597,598	2	100%
GO 2020B	592,305	593,005	588,500	-	588,505	(5)	100.00%
GO 2020A	207,215	202,265	202,300	-	202,315	(15)	100.01%
GO 2022	1,647,425	1,644,675	1,645,700	-	1,645,675	25	100.00%
GO 2023	1,015,145	727,175	729,200	-	729,225	(25)	100.00%
2023A	-	795,044	797,294	-	797,294	-	100%
2024 GO	-	815,635	745,396	-	745,250	146	99.98%
2024 CO	-	464,763	424,656	-	424,656	-	100%
Misc Debt Service	41,795	44,852	47,805	-	29,168	18,637	61.01%
TOTAL EXPENSES	\$ 6,817,771	\$ 8,604,325	\$ 8,497,898	\$ -	\$ 8,479,263	\$ 18,635	99.78%
NET CHANGE IN FUND BALANCE	\$ 284,309	\$ (35,236)	\$ 170,195	\$ 24,666	\$ (5,927)		

DEBT SERVICE FUND SUMMARY	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
Budgeted Beginning Fund Balance	\$ 1,875,223	\$ 2,159,532	\$ 2,124,296	\$ 2,124,296
Revenue	7,102,080	8,569,089	8,668,093	8,473,336
Expenses	6,817,771	8,604,325	8,497,898	8,479,263
Ending Fund Balance	\$ 2,159,532	\$ 2,124,296	\$ 2,294,491	\$ 2,118,369

CITY OF HUTTO
HOTEL TAX FUND (24)
STATEMENT OF REVENUES & EXPENSES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
OCCUPANCY TAX	\$ 323,064	\$ 340,636	\$ 380,000	\$ -	\$ 234,365	\$ (145,635)	61.68%
INTEREST	41,740	45,478	55,908	2,972	40,931	(14,977)	73.21%
TOTAL REVENUES	\$ 364,804	\$ 386,114	\$ 435,908	\$ 2,972	\$ 275,296	\$ (160,612)	63.15%
EXPENDITURES							
Supplies & Materials	-	40,840	-	-	-	-	-
Advertising	-	-	15,000	-	-	15,000	-
Promotion of the Arts (>15%)	-	-	48,460	-	9,024	39,436	18.62%
Special Events	-	-	100,214	16	88,419	11,795	88.23%
TOTAL EXPENSES	\$ -	\$ 40,840	\$ 163,674	\$ 16	\$ 97,443	\$ 66,231	59.53%
NET CHANGE IN FUND BALANCE	\$ 364,804	\$ 345,274	\$ 272,234	\$ 2,956	\$ 177,853		

HOTEL TAX FUND SUMMARY	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
Budgeted Beginning Fund Balance	\$ 686,690	\$ 1,051,494	\$ 1,396,768	\$ 1,396,768
Revenue	364,804	386,114	435,908	275,296
Expenses	-	40,840	163,674	97,443
Ending Fund Balance	\$ 1,051,494	\$ 1,396,768	\$ 1,669,002	\$ 1,574,621

CITY OF HUTTO
ECONOMIC DEVELOPMENT FUND (35)
STATEMENT OF REVENUES & EXPENSES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
SALES TAX	\$ 3,423,580	\$ 3,680,966	\$ 3,618,706	\$ 367,621	\$ 3,374,956	\$ (243,750)	93.26%
INTEREST	158,682	154,716	175,000	23,233	240,765	65,765	137.58%
OTHER REVENUE	955,927	2,818,514	7,971,893	94,000	7,784,393	(187,500)	97.65% (a)
GRANT REVENUE	12,600	6,300	-	8,547	14,847	14,847	100%
CONTRIBUTION FROM CITY	(8,049)	-	46,256,436	471,705	3,309,725	(42,946,711)	7.16%
TOTAL REVENUES	\$ 4,542,740	\$ 6,660,496	\$ 58,022,035	\$ 965,106	\$ 14,724,686	\$ (43,297,349)	25.38%
EXPENDITURES							
Supplies & Materials	7,681	8,676	2,408	-	862	1,546	35.80%
Contractual Services	229,123	229,831	555,579	6,197	186,041	369,538	33.49%
Other/MISC Expenses	500,556	1,253,515	1,165,903	276,000	752,242	413,661	64.52%
Capital Outlay	(44,442)	1,000,000	47,281,436	138,048	3,309,725	43,971,711	7.00% (a)
Land Purchase	-	-	2,689,500	428,478	772,842	1,916,658	28.74% (b)
Debt Services	2,632,930	2,554,933	5,887,485	347,308	2,951,749	2,935,736	50.14%
TOTAL EXPENSES	\$ 3,325,848	\$ 5,046,955	\$ 57,582,311	\$ 1,196,031	\$ 7,973,461	\$ 49,608,850	13.85%
NET CHANGE IN FUND BALANCE	\$ 1,216,892	\$ 1,613,541	\$ 439,724	\$ (230,925)	\$ 6,751,225	\$ 6,311,501	

ECONOMIC DEVELOPMENT FUND SUMMARY	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	YTD
Budgeted Beginning Fund Balance	\$ 5,543,103	\$ 6,759,995	\$ 8,373,536	\$ 8,373,536
Revenue	4,542,740	6,660,496	58,022,035	14,724,686
Expenses	3,325,848	5,046,955	57,582,311	7,973,461
Ending Fund Balance	\$ 6,759,995	\$ 8,373,536	\$ 8,813,260	\$ 15,124,761

- (a) Activity tied to joint EDC/City capital projects
(b) Pending purchase of FS#1 and Project Air

CITY OF HUTTO
EDC/CITY SALES TAX FUND (36)
STATEMENT OF REVENUES & EXPENSES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
SALES TAX	\$ -	\$ -	\$ -	\$ 49,151	\$ 799,151	\$ 799,151	100%
INTEREST	-	-	-	2,994	2,994	2,994	100%
TOTAL REVENUES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 52,145</u>	<u>\$ 802,145</u>	<u>\$ 802,145</u>	100%
EXPENDITURES							
CAPITAL OUTLAY	-	-	-	-	-	-	-
TOTAL EXPENSES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	-
NET CHANGE IN FUND BALANCE	\$ -	\$ -	\$ -	\$ 52,145	\$ 802,145		

	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
HOTEL TAX FUND SUMMARY				
Budgeted Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -
Revenue	-	-	-	802,145
Expenses	-	-	-	-
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 802,145</u>

CITY OF HUTTO
PARK IMPROVEMENT FUND (40)
STATEMENT OF REVENUES & EXPENSES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
INTEREST	\$ 125,058	\$ 66,442	\$ 46,875	\$ 2,379	\$ 37,784	\$ (9,091)	80.61%
PARK LAND FEES	199,193	685,705	200,000	-	30,202	(169,798)	15.10%
SUB - TOTAL	<u>\$ 324,251</u>	<u>\$ 752,147</u>	<u>\$ 246,875</u>	<u>\$ 2,379</u>	<u>\$ 67,986</u>	<u>\$ (178,889)</u>	27.54%
TRANSFER FROM OTHER FUNDS	-	-	-	-	-	-	-
TOTAL REVENUES	<u>\$ 324,251</u>	<u>\$ 752,147</u>	<u>\$ 246,875</u>	<u>\$ 2,379</u>	<u>\$ 67,986</u>	<u>\$ (178,889)</u>	27.54%
EXPENDITURES							
Parks Master Plan	136,674	-	22,040	-	1,445	20,595	6.56%
Trails Master Plan	59,726	-	-	-	-	-	-
Capital Improvement Fund							
P02 Fritz Park Improvements	1,058,176	143,822	259,980	-	81,341	178,639	31.29%
P04 Field Lighting	299,300	-	-	-	-	-	-
P05 Trail Lighting	253,657	241,239	-	-	-	-	-
P06 Veteran's Memorial	99,696	-	-	-	-	-	-
P08 Trail Expansion from Cross Creek to Creekside	223,864	1,250	-	-	-	-	-
P09 Trail Expansion at Adam Orgain Park	5,750	3,904	-	-	-	-	-
P10 Hutto Lake Park Dock Replacement	46,992	-	-	-	-	-	-
P11 Replace Fencing at Fritz Park Tennis Courts	37,477	-	-	-	-	-	-
P12 Security Cameras at multiple parks	6,167	13,100	-	-	-	-	-
P13 ZapStand (AED) at Mager Fields	8,750	8,750	-	-	-	-	-
P15 Athletic Fields & Feasibility Study	30,462	5,790	-	-	-	-	-
P16 Brushy Creek Amphitheater Improvements	15,000	-	-	-	-	-	-
P18 Pickleball Courts	8,000	118,110	-	-	21,666	(21,666)	100%
P19 Adam Orgain Restroom	49,457	40,415	235,156	-	162,981	72,175	69.31%
P22 Hutto Lake Park South Trail Extension	-	-	-	-	-	-	-
P34 Hutto Lake Park Playground	-	22,486	24,125	-	21,713	2,412	90.00%
TOTAL EXPENSES	<u>\$ 2,339,148</u>	<u>\$ 598,866</u>	<u>\$ 541,301</u>	<u>\$ -</u>	<u>\$ 289,146</u>	<u>\$ 252,155</u>	53.42%
NET CHANGE IN FUND BALANCE	\$ (2,014,897)	\$ 153,281	\$ (294,426)	\$ 2,379	\$ (221,160)		

	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
PARK IMPROVEMENT FUND SUMMARY				
Budgeted Beginning Fund Balance	\$ 3,340,216	\$ 1,325,319	\$ 1,478,600	\$ 1,478,600
Revenue	324,251	752,147	246,875	67,986
Expenses	2,339,148	598,866	541,301	289,146
Ending Fund Balance	<u>\$ 1,325,319</u>	<u>\$ 1,478,600</u>	<u>\$ 1,184,174</u>	<u>\$ 1,257,440</u>

CITY OF HUTTO
COMMUNITY BENEFIT FEE FUND (41)
STATEMENT OF REVENUES & EXPENSES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
INTEREST	\$ 184,359	\$ 114,315	\$ 87,413	\$ 4,290	\$ 67,589	\$ (19,824)	77.32%
SPECIAL EVENT REVENUE	-	48,788	-	-	-	-	-
PID FEES - PRAIRIE WINDS	-	980,000	-	-	-	-	-
PID FEES - COTTONWOOD CREEK	-	533,063	-	-	-	-	-
CAPITAL CONTRIBUTIONS	-	-	-	-	100,000	100,000	100%
SUB - TOTAL	\$ 184,359	\$ 1,676,166	\$ 87,413	\$ 4,290	\$ 167,589	\$ (19,824)	191.72%
TRANSFER FROM OTHER FUNDS	-	-	-	-	-	-	-
TOTAL REVENUES	\$ 184,359	\$ 1,676,166	\$ 87,413	\$ 4,290	\$ 167,589	\$ (19,824)	191.72%
EXPENDITURES							
CR 137 Repairs	333,200	-	-	-	-	-	-
REFY Sidewalks	-	-	500,000	-	-	500,000	-
Sidewalk Construction	-	-	-	-	-	-	-
Brushy Creek Amphitheater (annual maint)	-	-	-	-	62,013	(62,013)	100%
Holidays in Hutto	-	15,222	-	-	-	-	-
Parks Special Events	-	168,815	-	-	-	-	-
Downtown Christmas Lights	-	23,435	-	-	-	-	-
Purchase Property	-	773,563	-	-	-	-	-
Capital Improvements							
F01 new Public Works Facility	-	-	-	-	-	-	-
F02 new Police Facility	26,910	28,922	102,669	-	100,839	1,830	100%
Fxx new Parks facility	-	-	-	-	-	-	-
T10 Ed Schmidt Safety & Operations	290,420	167,749	73,321	-	59,259	14,062	80.82%
T19 CR 199 Reconstruction	1,018,915	49,744	-	-	15,847	(15,847)	100%
P06 Veteran's Memorial	-	378,975	198,711	975	183,226	15,485	92.21%
P07 YMCA Improvements	-	-	500,000	-	500,000	-	100%
Live Oak Street Extension	-	-	175,000	-	171,000	4,000	97.71%
TOTAL EXPENSES	\$ 1,669,445	\$ 1,606,425	\$ 1,549,701	\$ 975	\$ 1,092,184	\$ 457,517	29.52%
NET CHANGE IN FUND BALANCE	\$ (1,485,086)	\$ 69,741	\$ (1,462,288)	\$ 3,315	\$ (924,595)		

	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
COMMUNITY BENEFIT FEE FUND SUMMARY				
Budgeted Beginning Fund Balance	\$ 4,120,573	\$ 2,635,487	\$ 2,705,228	\$ 2,705,228
Revenue	184,359	1,676,166	87,413	167,589
Expenses	1,669,445	1,606,425	1,549,701	1,092,184
Ending Fund Balance	\$ 2,635,487	\$ 2,705,228	\$ 1,242,940	\$ 1,780,633

CITY OF HUTTO
TRANSPORTATION IMPROVEMENT FUND (42)
STATEMENT OF REVENUES & EXPENSES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
INTEREST	\$ 289,444	\$ 333,988	\$ 300,696	\$ 17,808	\$ 262,759	\$ (37,937)	87.38%
TRANSPORTATION IMPACT FEES	4,424,350	1,294,754	1,500,000	124,580	1,869,160	369,160	124.61%
SUB - TOTAL	\$ 4,713,794	\$ 1,628,742	\$ 1,800,696	\$ 142,388	\$ 2,131,919	\$ 331,223	118.39%
TRANSFER FROM OTHER FUNDS	-	-	-	-	-	-	-
TOTAL REVENUES	\$ 4,713,794	\$ 1,628,742	\$ 1,800,696	\$ 142,388	\$ 2,131,919	\$ 331,223	118.39%
EXPENDITURES							
Traffic Impact Fee Study	109,968	24,042	-	-	-	-	-
Mobility Master Plan	179,986	-	-	-	-	-	-
Capital Improvement Fund							
T10 Ed Schmidt Safety & Operations	-	-	-	-	-	-	-
T11 Emory Farms	109,522	287,093	212,035	-	195,249	16,786	92.08%
T13 Traffic Signal at Innovation & Limmer Loop	128,100	181,937	333,963	183,359	499,452	(165,489)	149.55%
T15 Exchange Blvd. Reconstruction	-	-	1,117,149	-	-	1,117,149	-
T16 - FM 1660 Main Hippo	-	-	1,056,994	-	-	1,056,994	-
T18 CR 163 Reconstruction	-	325,497	381,092	-	306,769	74,323	80.50%
T19 CR 199 Reconstruction	-	53,805	669,083	-	279,553	389,530	41.78%
T22 Innovation Expansion	-	-	500,000	-	-	500,000	-
T20 FM 3349 Bridge Beautification Project	-	83,792	-	-	-	-	-
T26 SH 130 NB Frontage	-	-	500,000	-	315,138	184,862	63.03%
T46/T79 Intersection @ Ed Schmidt and Live Oak	-	-	500,000	-	-	500,000	-
T48 Limmer from Ed Schmidt to 1660	-	-	313,325	-	24,146	289,179	7.71%
T73 Carl Stern 168S	-	-	500,000	-	-	500,000	-
TOTAL EXPENSES	\$ 527,576	\$ 956,166	\$ 6,083,641	\$ 183,359	\$ 1,620,307	\$ 4,463,334	26.63%
NET CHANGE IN FUND BALANCE	\$ 4,186,218	\$ 672,576	\$ (4,282,945)	\$ (40,971)	\$ 511,612		

	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
TRANSPORTATION IMPROVEMENT FUND SUMMARY				
Budgeted Beginning Fund Balance	\$ 4,047,182	\$ 8,233,400	\$ 8,905,976	\$ 8,905,976
Revenue	4,713,794	1,628,742	1,800,696	2,131,919
Expenses	527,576	956,166	6,083,641	1,620,307
Ending Fund Balance	\$ 8,233,400	\$ 8,905,976	\$ 4,623,031	\$ 9,417,588

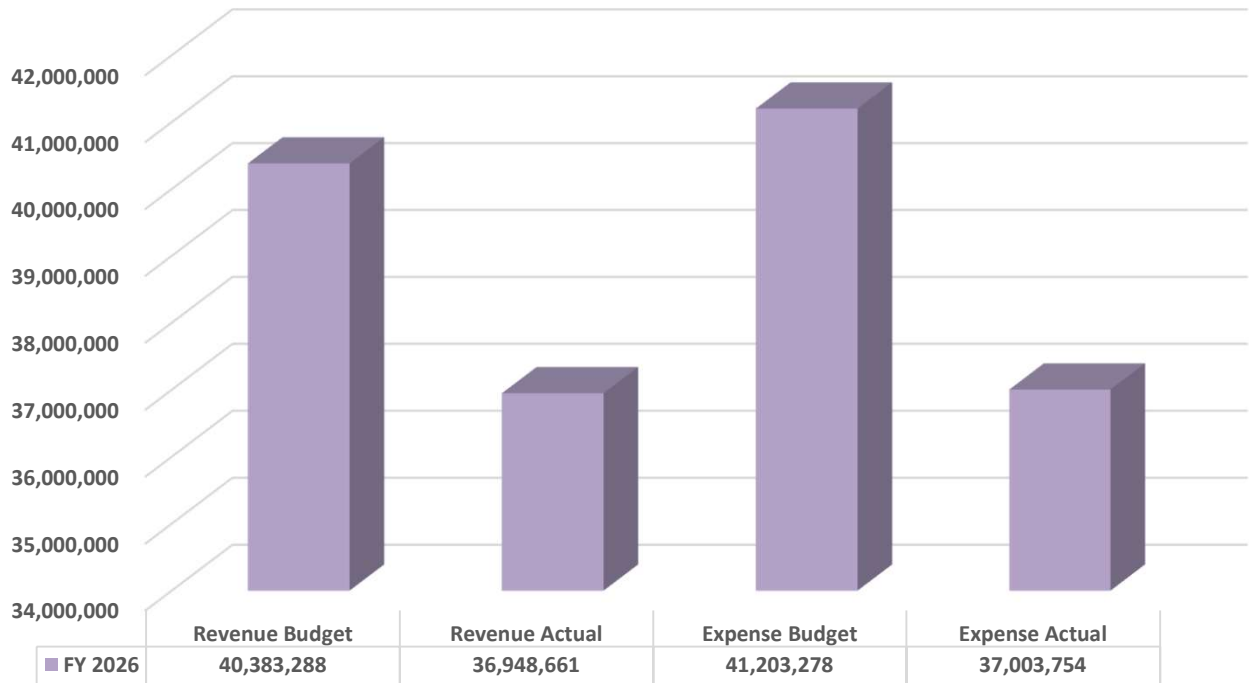
CITY OF HUTTO
 ARPA FUND (65)
 STATEMENT OF REVENUES & EXPENSES
 FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
INTEREST	\$ 287,382	\$ 277,199	\$ 19,411	\$ 6,890	\$ 193,332	\$ 173,921	100%
GRANT REVENUE	-	6,244,540	-	-	3,755,460	3,755,460	100%
SUB - TOTAL	\$ 287,382	\$ 6,521,739	\$ 19,411	\$ 6,890	\$ 3,948,792	\$ 3,929,381	100%
TRANSFER FROM OTHER FUNDS	-	-	-	-	-	-	-
TOTAL REVENUES	\$ 287,382	\$ 6,521,739	\$ 19,411	\$ 6,890	\$ 3,948,792	\$ 3,929,381	100%
EXPENSES							
Capital Improvement Fund							
W12 Water Distribution Lines	-	-	-	-	-	-	-
W03 Northwest Transmission Water Main	63,017	-	-	-	-	-	-
WW10 SE Loop Wastewater Interceptor	919,853	-	315,618	-	148,031	167,587	46.90%
Capital Outlay	-	-	-	-	-	-	-
Other Financing Uses	-	6,142,065	-	-	-	-	-
Transfer to Other Funds							
Transfer to Fund 58	-	-	-	-	7,979,942	(7,979,942)	100% (a)
TOTAL EXPENSES	\$ 982,870	\$ 6,142,065	\$ 315,618	\$ -	\$ 8,127,973	\$ (7,812,355)	
NET CHANGE IN FUND BALANCE	\$ (695,488)	\$ 379,674	\$ (296,207)	\$ 6,890	\$ (4,179,181)		
ARPA FUND SUMMARY							
	Audited Actual	Audited Actual	Budget		Projected		
Budgeted Beginning Fund Balance	\$ 7,084,973	\$ 6,389,485	\$ 6,769,159		\$ 6,769,159		
Revenue	287,382	6,521,739	19,411		3,948,792		
Expenses	982,870	6,142,065	315,618		8,127,973		
Ending Fund Balance	\$ 6,389,485	\$ 6,769,159	\$ 6,472,952		\$ 2,589,978		

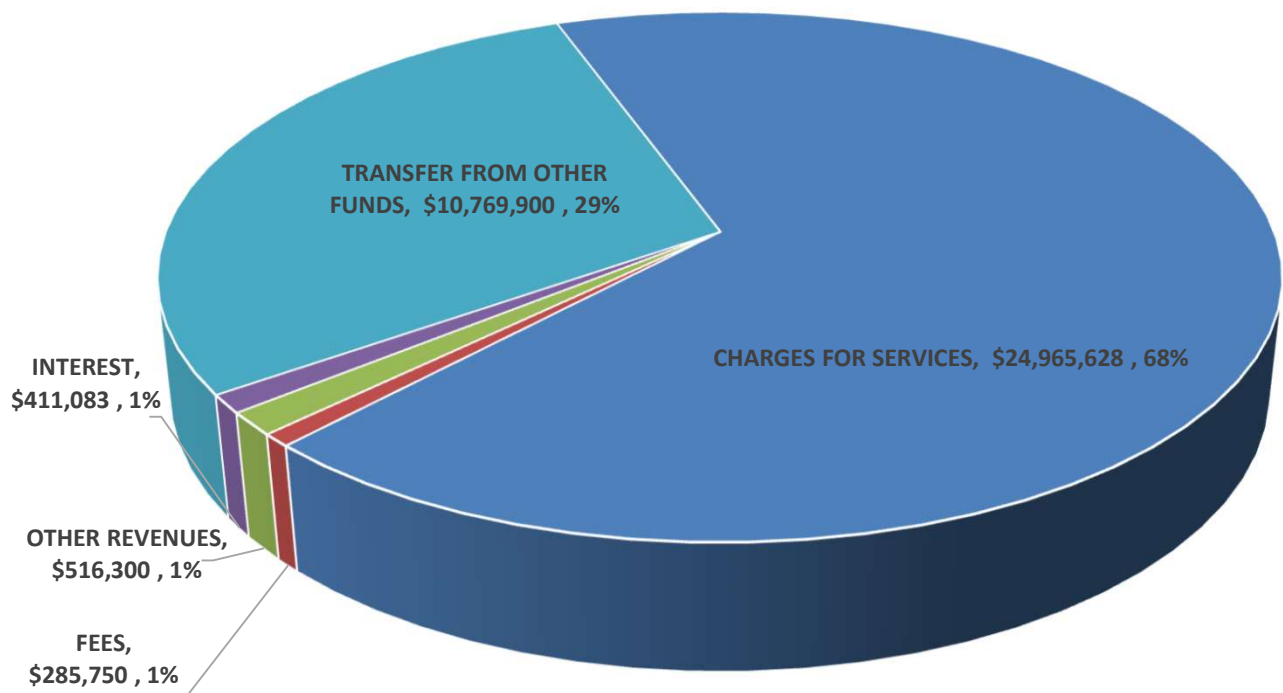
(a) In September, the remaining ARPA funds will be transferred to Series 2024 CO to offset WW10 Southeast Loop Wastewater Interceptor project expenditures

FINANCIAL DASHBOARD FOR THE MONTH ENDING
AUGUST 31, 2026

UTILITY FUND

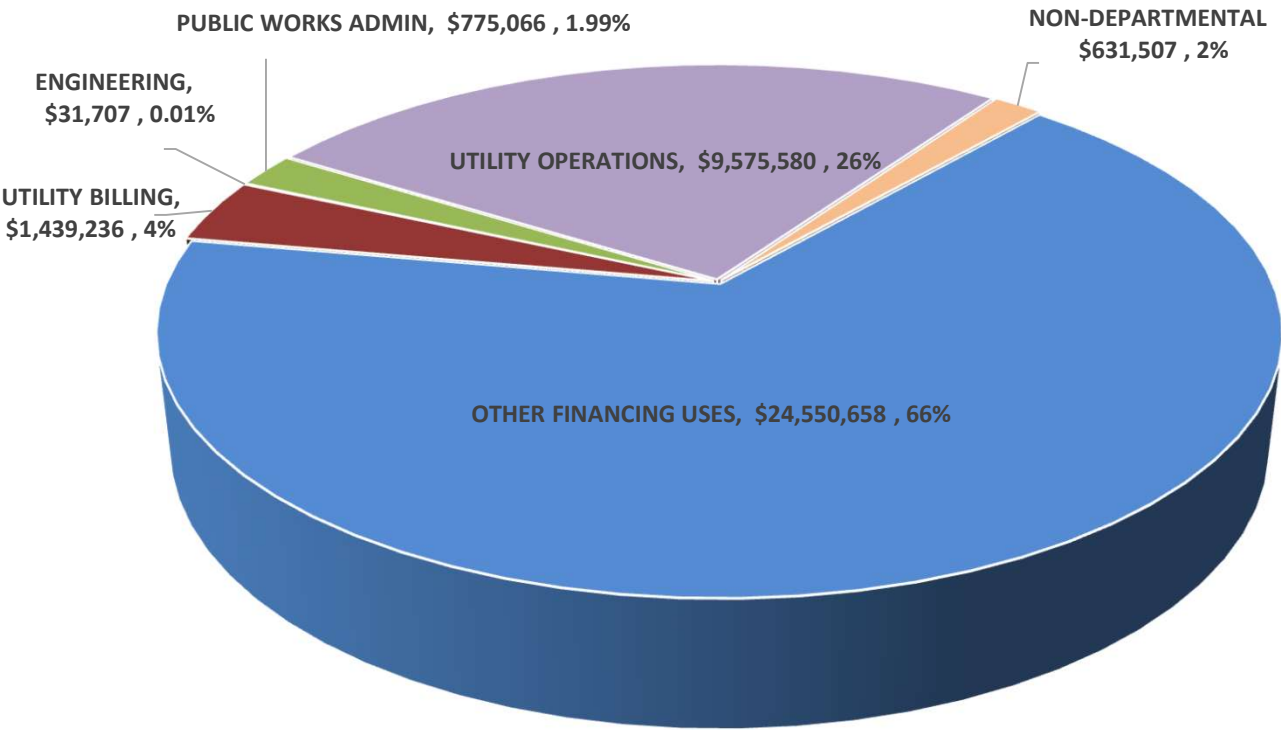


UTILITY FUND REVENUES

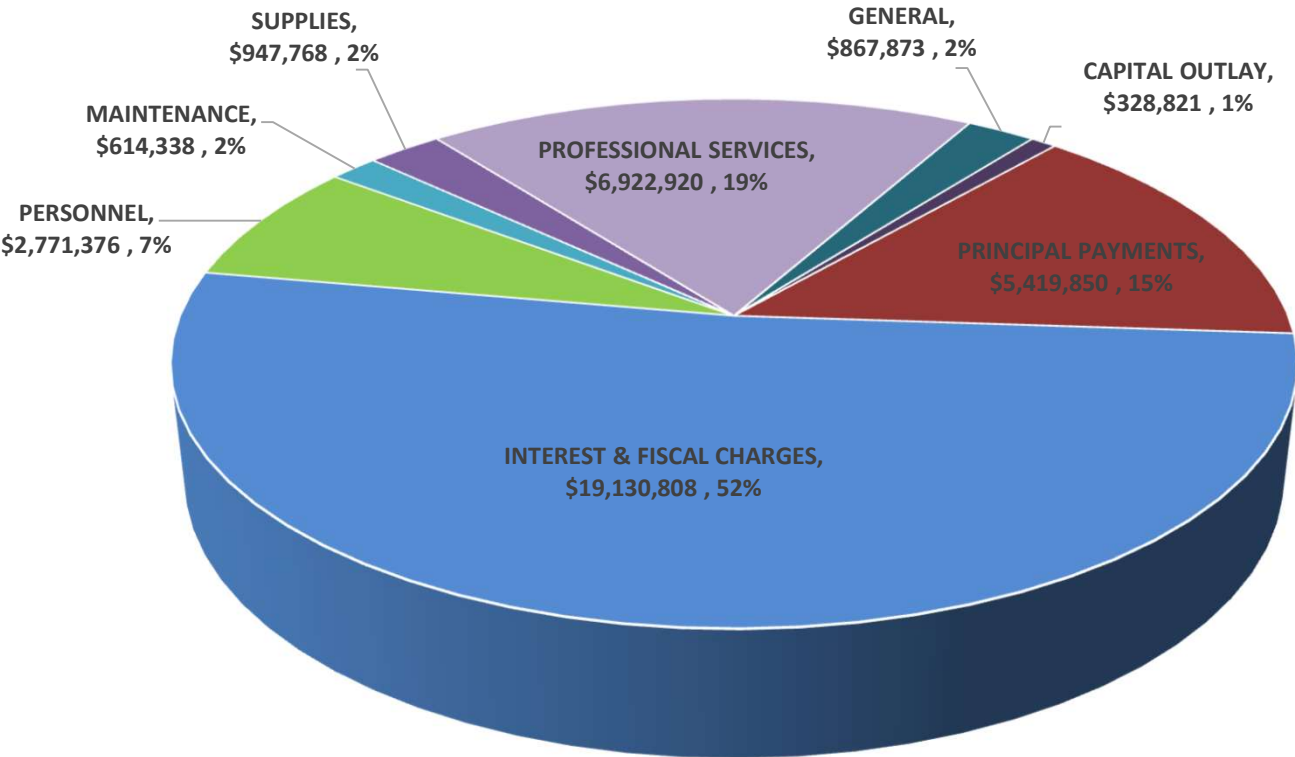


**FINANCIAL DASHBOARD FOR THE MONTH ENDING
AUGUST 31, 2026**

UTILITY FUND EXPENDITURES BY DEPARTMENT (YTD)



UTILITY FUND EXPENDITURES BY TYPE (YTD)



CITY OF HUTTO
UTILITY FUND
STATEMENT OF REVENUES & EXPENSES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024	FY 2024-2025	FY 2025-2026	CURRENT	FISCAL	VARIANCE	PERCENT
	AUDITED	AUDITED	BUDGET	MONTH	YTD	FAVORABLE	OF
	ACTUAL	ACTUAL				(UNFAVORABLE)	BUDGET
REVENUES							
CHARGES FOR SERVICES	\$ 18,870,046	\$ 23,185,135	\$ 28,348,954	\$ 2,461,220	\$ 24,965,628	\$ (3,383,326)	88.07%
FEES	728,386	604,700	331,600	25,002	285,750	(45,850)	86.17%
OTHER REVENUES	8,538	5,183	507,834	2,647	516,300	8,466	101.67% (a)
INTEREST	440,028	530,228	425,000	22,256	411,083	(13,917)	96.73%
BAD DEBT ADJUSTMENT	(59,786)	(49,367)	-	-	-	-	-
SUB - TOTAL	\$ 19,987,212	\$ 24,275,879	\$ 29,613,388	\$ 2,511,125	\$ 26,178,761	\$ (3,434,627)	88.40%
TRANSFER FROM OTHER FUNDS	3,702,730	9,959,320	10,769,900	8,014,428	10,769,900	-	100.00%
TOTAL REVENUES	\$ 23,689,942	\$ 34,235,199	\$ 40,383,288	\$ 10,525,553	\$ 36,948,661	\$ (3,434,627)	91.49%

UTILITY FUND SUMMARY	FY 2023-2024	FY 2024-2025	FY 2025-2026	
	Audited	Audited	Budget	Fiscal YTD
Beginning Estimated Fund Balance	10,255,636	11,288,783	\$ 12,408,745	\$ 12,408,745
Revenue	23,689,942	34,235,199	40,383,288	36,948,661
Expenses	22,656,795	33,115,237	41,203,278	37,003,754
Ending Estimated Fund Balance	\$ 11,288,783	\$ 12,408,745	\$ 11,588,755	\$ 12,353,652
Reserve Requirement (20%)			\$ 8,167,386	\$ 8,167,386
Remaining Unreserved Fund Balance			\$ 3,421,369	\$ 4,186,266

(a) FY25 operations and maintenance refund received from Brazos River Authority

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
UTILITY BILLING							
PERSONNEL	\$ 485,990	\$ 504,230	\$ 584,362	\$ 38,710	\$ 498,751	\$ 85,611	85.35%
SUPPLIES	73,363	97,335	558,249	4,340	555,232	3,017	99.46%
MAINTENANCE	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	130,291	163,795	367,413	1,250	307,770	59,643	83.77%
GENERAL	892,148	897,634	138,763	242	77,483	61,280	55.84%
CAPITAL OUTLAY	-	-	-	-	-	-	-
TOTAL UTILITY BILLING	\$ 1,581,792	\$ 1,662,994	\$ 1,648,787	\$ 44,542	\$ 1,439,236	\$ 209,551	87.29%
ENGINEERING							
PROFESSIONAL SERVICES	\$ 18,949	\$ 24,295	\$ 37,898	\$ -	\$ 31,707	\$ 6,191	83.66%
TOTAL ENGINEERING	\$ 18,949	\$ 24,295	\$ 37,898	\$ -	\$ 31,707	\$ 6,191	83.66%
PUBLIC WORKS ADMIN							
PERSONNEL	\$ 531,232	\$ 693,401	\$ 681,245	\$ 52,418	\$ 595,667	\$ 85,578	87.44%
SUPPLIES	3,751	7,348	4,800	11	1,539	3,261	32.06%
PROFESSIONAL SERVICES	263,703	123,276	185,158	22,080	164,854	20,304	89.03%
GENERAL	62,216	18,845	25,892	-	13,006	12,886	50.23%
CAPITAL OUTLAY	-	-	-	-	-	-	-
TOTAL PUBLIC WORKS ADMIN	\$ 860,902	\$ 842,870	\$ 897,095	\$ 74,509	\$ 775,066	\$ 122,029	86.40%
UTILITY OPERATIONS							
PERSONNEL	\$ 1,041,358	\$ 1,729,324	\$ 1,964,223	\$ 126,795	\$ 1,676,958	\$ 287,265	85.38%
SUPPLIES	299,946	379,227	510,272	30,224	390,211	120,061	76.47%
MAINTENANCE	347,868	420,186	900,669	49,136	614,338	286,331	68.21%
PROFESSIONAL SERVICES	5,920,989	6,242,293	9,122,229	346,786	6,238,241	2,883,988	68.39%
GENERAL	552,987	791,007	785,153	57,754	653,357	131,796	83.21%
CAPITAL OUTLAY	66,362	15,785	36,500	2,475	2,475	34,025	6.78% (a)
TOTAL UTILITY OPERATIONS	\$ 8,229,510	\$ 9,577,822	\$ 13,319,046	\$ 613,170	\$ 9,575,580	\$ 3,743,466	71.89%
NON-DEPARTMENTAL							
SUPPLIES	\$ -	\$ -	\$ 7,150	\$ -	\$ 786	\$ 6,364	10.99%
GENERAL	97,250	137,962	147,977	-	124,027	23,950	83.82%
PROFESSIONAL SERVICES	203,505	209,998	264,839	-	180,348	84,491	68.10%
CAPITAL OUTLAY	9,749	16,374	329,846	-	326,346	3,500	98.94%
TRANSFERS TO OTHER FUNDS	11,655,138	2,228,853	-	-	-	-	-
TOTAL NON-DEPARTMENTAL	\$ 11,965,642	\$ 2,593,187	\$ 749,812	\$ -	\$ 631,507	\$ 118,305	84.22%
OTHER FINANCING SOURCES (USES)							
PRINCIPAL PAYMENTS	\$ -	\$ 4,780,970	\$ 5,419,850	\$ -	\$ 5,419,850	\$ -	100.00%
INTEREST & FISCAL CHARGES	-	15,665,605	19,130,790	-	19,130,808	(18)	100.00%
DEBT SERVICE - ACCRUED INTEREST	-	(2,032,506)	-	550	-	-	-
TOTAL UTILITY OPERATIONS	\$ -	\$ 18,414,069	\$ 24,550,640	\$ 550	\$ 24,550,658	\$ (18)	100.00%
TOTAL EXPENSES	\$ 22,656,795	\$ 33,115,237	\$ 41,203,278	\$ 732,771	\$ 37,003,754	\$ 4,199,524	89.81%
NET CHANGE IN FUND BALANCE	\$ 1,033,147	\$ 1,119,962	\$ (819,990)	\$ 9,792,782	\$ (55,093)		

(a) Expenditures to occur in September

CITY OF HUTTO
IMPACT FEE FUND (52)
STATEMENT OF REVENUES & EXPENSES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
WATER IMPACT FEES	\$ 6,297,771	\$ 3,035,587	\$ 3,347,700	\$ 379,776	\$ 2,521,118	\$ (826,582)	75.31%
WASTEWATER IMPACT FEES	3,911,769	4,010,050	6,281,500	181,220	1,560,291	(4,721,209)	24.84%
INTEREST	1,543,711	1,177,651	1,097,546	46,849	823,018	(274,528)	74.99%
SUB - TOTAL	<u>\$ 11,753,251</u>	<u>\$ 8,223,288</u>	<u>\$ 10,726,746</u>	<u>\$ 607,845</u>	<u>\$ 4,904,427</u>	<u>\$ (5,822,319)</u>	45.72%
TRANSFER FROM OTHER FUNDS	-	-	-	-	2,300,000	2,300,000	100%
TOTAL REVENUES	<u>\$ 11,753,251</u>	<u>\$ 8,223,288</u>	<u>\$ 10,726,746</u>	<u>\$ 607,845</u>	<u>\$ 7,204,427</u>	<u>\$ (3,522,319)</u>	67.16%
EXPENSES							
DEVELOPER REIMBURSEMENT	-	-	578,369	-	578,369	-	100%
TRANSFERS TO OTHER FUNDS							
Transfer to Utility Fund (50)	3,000,000	9,097,350	11,169,900	7,919,900	10,419,900	750,000	93.29%
Transfer to Utility Fund (51)	3,691,600	-	-	-	-	-	-
Transfer to Utility Fund (60)	3,233,565	-	6,714,520	-	-	6,714,520	-
CAPITAL IMPROVEMENT FUND							
W06 FM 1660 16" & 20" Waterline	-	-	-	-	-	-	-
WW09 Brushy Creek Interceptor Phase 3	-	-	-	-	-	-	-
WW15 Ironwood Wastewater Lines	-	-	-	-	-	-	-
TOTAL EXPENSES	<u>\$ 9,925,165</u>	<u>\$ 9,097,350</u>	<u>\$ 18,462,789</u>	<u>\$ 7,919,900</u>	<u>\$ 10,998,269</u>	<u>\$ 7,464,520</u>	59.57%
NET CHANGE IN FUND BALANCE	\$ 1,828,086	\$ (874,062)	\$ (7,736,043)	\$ (7,312,055)	\$ (3,793,842)		

	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
UTILITY IMPACT FEE FUND SUMMARY				
Budgeted Beginning Fund Balance	\$ 27,664,773	\$ 29,492,859	\$ 28,618,797	\$ 28,618,797
Revenue	11,753,251	8,223,288	10,726,746	7,204,427
Expenses	9,925,165	9,097,350	18,462,789	10,998,269
Ending Fund Balance	<u>\$ 29,492,859</u>	<u>\$ 28,618,797</u>	<u>\$ 20,882,754</u>	<u>\$ 24,824,955</u>

CITY OF HUTTO
SOLID WASTE FUND (70)
STATEMENT OF REVENUES & EXPENSES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
WASTE MANAGEMENT FEES	\$ 2,793,564	\$ 2,918,533	\$ 2,977,517	\$ 257,885	\$ 2,777,742	\$ (199,775)	93.29%
FEES	36,040	42,583	42,000	3,555	35,215	(6,785)	83.85%
GRANT REVENUE	156,170	-	-	-	-	-	-
BAD DEBT ADJUSTMENT	8,253	(7,748)	-	-	-	-	-
OTHER REVENUES	725	1,204	700	109	1,057	357	151.00%
INTEREST	38,569	8,542	11,200	141	1,953	(9,247)	17.44%
SUB - TOTAL	<u>\$ 3,033,321</u>	<u>\$ 2,963,114</u>	<u>\$ 3,031,417</u>	<u>\$ 261,690</u>	<u>\$ 2,815,967</u>	<u>\$ (215,450)</u>	<u>92.89%</u>
TRANSFER FROM OTHER FUNDS	-	-	-	-	-	-	-
TOTAL REVENUES	<u>\$ 3,033,321</u>	<u>\$ 2,963,114</u>	<u>\$ 3,031,417</u>	<u>\$ 261,690</u>	<u>\$ 2,815,967</u>	<u>\$ (215,450)</u>	<u>92.89%</u>
EXPENSES							
PROFESSIONAL SERVICES	2,465,805	2,583,422	2,651,220	227,296	2,239,772	411,448	84.48%
TRANSFERS TO OTHER FUNDS							
Transfer to Utility Fund (50)	700,000	700,000	350,000	87,500	350,000	-	100.00%
TOTAL EXPENSES	<u>\$ 3,165,805</u>	<u>\$ 3,283,422</u>	<u>\$ 3,001,220</u>	<u>\$ 314,796</u>	<u>\$ 2,589,772</u>	<u>\$ 411,448</u>	<u>86.29%</u>
NET CHANGE IN FUND BALANCE	\$ (132,484)	\$ (320,308)	\$ 30,197	\$ (53,106)	\$ 226,195		
Beginning Fund Balance							
SOLID WASTE FUND SUMMARY	Audited Actual	Audited Actual	Budget		Projected		
Budgeted Beginning Fund Balance	\$ 589,354	\$ 456,870	\$ 136,562		\$ 136,562		
Revenue	3,033,321	2,963,114	3,031,417		2,815,967		
Expenses	3,165,805	3,283,422	3,001,220		2,589,772		
Ending Fund Balance	<u>\$ 456,870</u>	<u>\$ 136,562</u>	<u>\$ 166,759</u>		<u>\$ 362,757</u>		

***CAPITAL IMPROVEMENT FUNDS
STATEMENT OF REVENUES & EXPENSES
DETAILED BY FUND***

CITY OF HUTTO
 SERIES 2022 GENERAL OBLIGATION BONDS (FUND 12)
 STATEMENT OF REVENUES & EXPENSES
 FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
INTEREST	\$ 827,486	\$ 603,362	\$ 222,430	\$ 24,239	\$ 288,186	\$ 65,756	129.56%
TOTAL REVENUES	\$ 827,486	\$ 603,362	\$ 222,430	\$ 24,239	\$ 288,186	\$ 65,756	129.56%
EXPENDITURES							
TRANSFERS TO OTHER FUNDS							
Transfer to Fund 10	-	-	198,191	49,548	198,191	-	100%
Transfer to Fund 35 (EDC)	-	-	1,358,860	-	932,283	426,577	68.61%
CAPITAL OUTLAY							
T02 FM 1660 North at US 79	25,823	22,950	139,870	-	90,988	48,882	100%
T03 FM 1660 at Limmer Loop	4,512,575	3,363,094	289,509	-	180,858	108,651	62.47%
T04 FM 1660 South at US 79	200,020	-	3,340,181	-	-	3,340,181	-
T05 CR 137 from FM 1660 to Brushy Creek	180,568	-	-	-	-	-	-
T06 Lakeside Estates Phase 3 (sidewalks)	615,252	-	-	-	-	-	-
T07 Cr 132 Overpass at US 79	467,189	199,319	41,664	-	3,219	38,445	7.73%
T08 Megasite East-West Arterial	637,970	405,118	-	-	-	-	-
T10 Ed Schidt Safety & Operations	21,760	-	-	-	-	-	-
T14 Exchange Blvd & Limmer Loop Inersect Impr	321,030	1,046,163	93,063	-	111,226	(18,163)	100%
T15 Exhchage Blvd Reconstruction	420,350	226,298	-	-	276,401	(276,401)	100%
T19 CR 199Repairs	-	-	-	-	-	-	-
T21 Alliance Expansion	-	432,974	91,265	-	82,765	8,500	90.69%
T47 Limmer From Innovation to	-	670,524	679,694	-	410,405	269,289	60.38%
T48 Limmer From Ed Schmidt	-	320,555	-	-	4,135	(4,135)	100%
TOTAL EXPENSES	\$ 7,402,537	\$ 6,686,995	\$ 6,232,297	\$ 49,548	\$ 2,290,471	\$ 3,941,826	36.75%
NET CHANGE IN FUND BALANCE	\$ (6,575,051)	\$ (6,083,633)	\$ (6,009,867)	\$ (25,309)	\$ (2,002,285)		

	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
SERIES 2022 GO FUND SUMMARY				
Budgeted Beginning Fund Balance	\$ 20,822,578	\$ 14,247,527	\$ 8,163,894	\$ 8,163,894
Revenue	827,486	603,362	222,430	288,186
Expenses	7,402,537	6,686,995	6,232,297	2,290,471
Ending Fund Balance	\$ 14,247,527	\$ 8,163,894	\$ 2,154,027	\$ 6,161,609

CITY OF HUTTO
 SERIES 2023 GENERAL OBLIGATION BONDS (FUND 14)
 STATEMENT OF REVENUES & EXPENSES
 FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
INTEREST	\$ 502,333	\$ 239,991	\$ -	\$ 1,546	\$ 16,764	\$ 16,764	100%
TOTAL REVENUES	\$ 502,333	\$ 239,991	\$ -	\$ 1,546	\$ 16,764	\$ 16,764	100%
EXPENDITURES							
CAPITAL OUTLAY							
T08 Megasite East-West Arterial	6,656,538	5,871,175	5,530	-	5,530	-	100%
TOTAL EXPENSES	\$ 6,656,538	\$ 5,871,175	\$ 5,530	\$ -	\$ 5,530	\$ -	100%
NET CHANGE IN FUND BALANCE	\$ (6,154,205)	\$ (5,631,184)	\$ (5,530)	\$ 1,546	\$ 11,234		

SERIES 2023 GO FUND SUMMARY	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
Budgeted Beginning Fund Balance	\$ 12,249,799	\$ 6,095,594	\$ 464,410	\$ 464,410
Revenue	502,333	239,991	-	16,764
Expenses	6,656,538	5,871,175	5,530	5,530
Ending Fund Balance	\$ 6,095,594	\$ 464,410	\$ 458,880	\$ 475,644

CITY OF HUTTO
 SERIES 2023A GENERAL OBLIGATION BONDS (FUND 17)
 STATEMENT OF REVENUES & EXPENSES
 FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
INTEREST	\$ 557,592	\$ 486,328	\$ 170,731	\$ 11,592	\$ 189,881	\$ 19,150	111.22%
BOND PROCEEDS	11,160,000	-	-	-	-	-	-
TOTAL REVENUES	\$ 11,717,592	\$ 486,328	\$ 170,731	\$ 11,592	\$ 189,881	\$ 19,150	111.22%
EXPENDITURES							
DEBT SERVICE							
Escrow/Agent Fees	400	-	-	-	-	-	-
TRANSFERS TO OTHER FUNDS							
Transfer to Fund 10	156,401	-	14,231	-	14,231	-	100%
CAPITAL OUTLAY							
Capital Improvement Projects	-	-	-	-	-	-	-
P18 - Pickle Ball Courts	-	-	1,815,000	-	412,375	1,402,625	22.72%
P34 - Hutto Lake Park Playground	-	-	411,100	-	167,287	243,813	40.69%
P02 Fritz Park	48,646	5,637,328	4,207,799	-	3,105,800	1,101,999	73.81%
TOTAL EXPENSES	\$ 205,447	\$ 5,637,328	\$ 6,448,130	\$ -	\$ 3,699,693	\$ 2,748,437	57.38%
NET CHANGE IN FUND BALANCE	\$ 11,512,145	\$ (5,151,000)	\$ (6,277,399)	\$ 11,592	\$ (3,509,812)		

	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
SERIES 2023A GO FUND SUMMARY				
Budgeted Beginning Fund Balance	\$ -	\$ 11,512,145	\$ 6,361,145	\$ 6,361,145
Revenue	11,717,592	486,328	170,731	189,881
Expenses	205,447	5,637,328	6,448,130	3,699,693
Ending Fund Balance	\$ 11,512,145	\$ 6,361,145	\$ 83,746	\$ 2,851,333

CITY OF HUTTO
 SERIES 2024 CERTIFICATE OF OBLIGATION (FUND 31)
 STATEMENT OF REVENUES & EXPENSES
 FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
INTEREST	\$ 143,738	\$ 452,926	\$ 165,846	\$ 20,901	\$ 197,502	\$ 31,656	119.09%
BOND PROCEEDS	10,839,120	-	-	-	-	-	-
FINANCING SOURCES - PREMIUM	204,636	-	-	-	-	-	-
TOTAL REVENUES	\$ 11,187,494	\$ 452,926	\$ 165,846	\$ 20,901	\$ 197,502	\$ 31,656	119.09%
EXPENDITURES							
PAYING AGENT ESCROW FEES	-	-	-	-	-	-	-
BOND ISSUANCE COST	128,070	-	-	-	-	-	-
CAPITAL OUTLAY							
D01 Legends of Hutto Drainage	-	313,636	3,577,402	124,377	1,615,697	1,961,705	45.16%
T09 Live Oak Reconstruction	37,139	302,699	-	-	-	-	-
T10 Ed Schmidt Safety & Operation	-	-	869,422	-	676,992	192,430	77.87%
T14 Exchange Blvd. & Limmer Loop Intersection	-	-	-	-	-	-	-
T41 CR 132 Widening between Limmer Loop & CR 133	-	1,050,063	97,571	-	131,234	(33,663)	134.50%
TRANSFERS OUT							
Transfer to Park Improvement (40)	-	-	-	-	-	-	-
Transfer to Debt Service (11)	143,738	452,926	165,846	-	-	165,846	-
TOTAL EXPENSES	\$ 308,947	\$ 2,119,324	\$ 4,710,241	\$ 124,377	\$ 2,423,923	\$ 2,286,318	51.46%
NET CHANGE IN FUND BALANCE	\$ 10,878,547	\$ (1,666,398)	\$ (4,544,395)	\$ (103,476)	\$ (2,226,421)		

SERIES 2024 CO FUND SUMMARY	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
Budgeted Beginning Fund Balance	\$ -	\$ 10,878,547	\$ 9,212,149	\$ 9,212,149
Revenue	11,187,494	452,926	165,846	197,502
Expenses	308,947	2,119,324	4,710,241	2,423,923
Ending Fund Balance	\$ 10,878,547	\$ 9,212,149	\$ 4,667,754	\$ 6,985,728

CITY OF HUTTO
 SERIES 2024 GENERAL OBLIGATION BONDS (FUND 32)
 STATEMENT OF REVENUES & EXPENSES
 FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
INTEREST	\$ 222,937	\$ 607,555	\$ 671,165	\$ 51,205	\$ 380,457	\$ (290,708)	56.69%
BOND PROCEEDS	15,990,000	-	-	-	-	-	-
FINANCING SOURCES - PREMIUM	755,223	-	-	-	-	-	-
TOTAL REVENUES	\$ 16,968,160	\$ 607,555	\$ 671,165	\$ 51,205	\$ 380,457	\$ (290,708)	56.69%
EXPENDITURES							
BOND ISSUANCE COST	236,487	-	-	-	-	-	-
PROFESSIONAL SERVICE	-	-	100,000	-	67,987	32,013	67.99%
ADA TRANSITION PLAN	-	109,091	90,909	-	87,839	3,070	96.62%
CAPITAL OUTLAY							
T05 CR 137 from FM 1660 to Brushy Creek	95,441	379,537	-	1,862	201,881	(201,881)	100%
T19 CR 199 Reconstruction	-	-	-	-	(150)	150	100%
TRANSFERS OUT							
Transfer to Debt Service (11)	222,937	607,555	480,256	-	-	480,256	-
Transfer to EDC (35)	-	-	10,071,449	-	-	10,071,449	-
TOTAL EXPENSES	\$ 554,865	\$ 1,096,183	\$ 10,742,614	\$ 1,862	\$ 357,557	\$ 10,385,057	3.33%
NET CHANGE IN FUND BALANCE	\$ 16,413,295	\$ (488,628)	\$ (10,071,449)	\$ 49,343	\$ 22,900		

SERIES 2024 GO FUND SUMMARY	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
Budgeted Beginning Fund Balance	\$ -	\$ 16,413,295	\$ 15,924,667	\$ 15,924,667
Revenue	16,968,160	607,555	671,165	380,457
Expenses	554,865	1,096,183	10,742,614	357,557
Ending Fund Balance	\$ 16,413,295	\$ 15,924,667	\$ 5,853,218	\$ 15,947,567

CITY OF HUTTO
 SERIES 2019 CERTIFICATE OF OBLIGATION (FUND 55)
 STATEMENT OF REVENUES & EXPENSES
 FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
INTEREST	\$ 425,845	\$ 94,376	\$ 8,217	\$ 4,199	\$ 125,931	\$ 117,714	100%
CAPITAL CONTRIBUTIONS	-	76,107	-	-	-	-	-
TRANSFERS FROM OTHER FUNDS							
Transfer from Fund GOVT ACC	6,708,886	-	-	-	-	-	-
Transfer from Fund 50	24,581	-	-	-	-	-	-
Transfer from Fund 57	23,512,383	-	-	-	-	-	-
Transfer from Fund 58	12,654,272	-	-	-	-	-	-
Transfer from Fund 59	-	-	-	-	-	-	-
Transfer from Fund 65	982,870	-	-	-	-	-	-
TOTAL REVENUES	\$ 44,308,837	\$ 170,483	\$ 8,217	\$ 4,199	\$ 125,931	\$ 117,714	100%
EXPENSES							
DEPRECIATION	6,137,152.44	-	-	-	-	-	-
CAPITAL OUTLAY							
WW01 Glenwood Lift Station	-	-	-	-	-	-	-
General Capital Projects	172,060	-	230,000	-	85,127	144,873	100%
W11 Distribution Line @ Hwy 79	(65,700)	-	-	-	-	-	-
TRANSFERS TO OTHER FUNDS							
Transfer to Fund 59	-	197,540,037	-	-	-	-	-
TOTAL EXPENSES	\$ 6,243,512	\$ 197,540,037	\$ 230,000	\$ -	\$ 85,127	\$ 144,873	100%
NET CHANGE IN FUND BALANCE	\$ 38,065,325	\$ (197,369,554)	\$ (221,783)	\$ 4,199	\$ 40,804	\$ 262,587	

	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
SERIES 2019 CO FUND SUMMARY				
Budgeted Beginning Fund Balance	\$ 162,876,334	\$ 200,941,659	\$ 3,572,105	\$ 3,572,105
Revenue	44,308,837	170,483	8,217	125,931
Expenses	6,243,512	197,540,037	230,000	85,127
Ending Fund Balance	\$ 200,941,659	\$ 3,572,105	\$ 3,350,322	\$ 3,612,909

CITY OF HUTTO
 SERIES 2022 CERTIFICATE OF OBLIGATION (FUND 57)
 STATEMENT OF REVENUES & EXPENSES
 FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
INTEREST	\$ 984,084	\$ 542,793	\$ 173,452	\$ 1,000	\$ 91,478	\$ (81,974)	100%
TOTAL REVENUES	\$ 984,084	\$ 542,793	\$ 173,452	\$ 1,000	\$ 91,478	\$ (81,974)	100%
EXPENSES							
CAPITAL OUTLAY							
W01 Shilo & Noach Pump Station Impr	-	-	3,365,172	-	416,982	2,948,190	12.39%
W02 Frameswitch 3.0 MG GST #2	-	-	-	-	4,398	(4,398)	100%
W02 Frameswitch Pump Station	-	-	-	-	42,152	(42,152)	100%
W03 Northwest Transmission Water Main	-	-	569,188	-	211,777	357,411	37.21%
W04 Megasite Water Lines	(10,729)	-	-	-	-	-	-
W12 Water Distribution Lines	-	-	-	-	-	-	-
W18 Downtown Elevated Tank Rehab.	-	-	-	-	-	-	-
WW01 Glenwood Lift Station	-	-	-	-	263,445	(263,445)	100%
WW02 South WWTP Capacity Rerate Study	-	-	-	-	-	-	-
WW03 South WWTP UV System Upgrade	-	-	-	-	-	-	-
WW05 South WWTP Final Design & Bidding	-	-	-	-	-	-	-
WW07 Megasite Wastewater Lines	-	-	-	-	256,383	(256,383)	100%
WW10 SE Loop Wastewater Interceptor	(68,195)	-	-	-	-	-	-
TRANSFERS TO OTHER FUNDS							
Transfer to Fund 55	23,512,383	-	-	-	-	-	-
Transfer to Fund 59	-	10,252,886	-	-	-	-	-
TOTAL EXPENSES	\$ 23,433,459	\$ 10,252,886	\$ 3,934,360	\$ -	\$ 1,195,137	\$ 2,739,223	30.38%
NET CHANGE IN FUND BALANCE	\$ (22,449,375)	\$ (9,710,093)	\$ (3,760,908)	\$ 1,000	\$ (1,103,659)		

SERIES 2022 CO FUND SUMMARY	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
Budgeted Beginning Fund Balance	\$ 32,633,576	\$ 10,184,201	\$ 4,623,950	\$ 4,623,950
Revenue	984,084	542,793	173,452	91,478
Expenses	23,433,459	10,252,886	3,934,360	1,195,137
Ending Fund Balance	\$ 10,184,201	\$ 474,108	\$ 863,042	\$ 3,520,291

CITY OF HUTTO
 SERIES 2024 CERTIFICATE OF OBLIGATION (FUND 58)
 STATEMENT OF REVENUES & EXPENSES
 FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
INTEREST	\$ 3,227,274	\$ 11,436,041	\$ 4,870,373	\$ 332,529	\$ 4,974,669	\$ 104,296	102.14%
BOND PROCEEDS	279,581,408	-	-	-	-	-	-
TRANSFERS FROM FUND 65	-	-	-	-	7,979,942	7,979,942	100%
TOTAL REVENUES	\$ 282,808,682	\$ 11,436,041	\$ 4,870,373	\$ 332,529	\$ 12,954,611	\$ 8,084,238	265.99%
EXPENSES							
BOND ISSUANCE COST	3,240,239	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
Water/Wastewater Expense	-	-	-	-	-	-	-
W02-2023 Frameswitch 3.0MG	-	-	1,381,428	-	5,578	1,375,850	0.40%
W04 Megasite Water Lines	-	-	-	-	-	-	-
W07 New Elevated Storage Tank (Cottonwood)	-	-	24,315,654	-	392,377	23,923,277	1.61%
W16 Smart Ball & Pressure Testing	-	-	11,329	-	11,329	-	100%
W18 Downtown Elevated Tank Rehab.	-	-	303,907	-	-	303,907	-
WW01 Glenwood Lift Station	-	-	14,892,062	-	10,840,096	4,051,966	72.79%
WW05 South WWTP Final Design & Bidding	-	-	520,247	-	1,493,907	(973,660)	100%
WW06 South WWTP Construction	(193,887)	-	20,777,040	-	54,176,839	(33,399,799)	100%
WW07 Megasite Wastewater Lines	477,138	-	743,500	-	357,351	386,149	48.06%
WW10 SE Loop Wastewater Interceptor	-	-	15,858,013	-	14,817,662	1,040,351	93.44%
WW11 Brushy Creek Interceptor Phase 4	-	-	1,358,349	-	1,127,181	231,168	82.98%
WW13 Avery Lake Interceptor Phase 1	-	-	-	-	-	-	-
WW16 Central WWTP Expansion Phase 1	-	-	1,081,000	-	427,403	653,597	39.54%
WW23 Avery Lake Interceptor Phase 2	-	-	-	-	-	-	-
WW27 CR 132 & US 79 Wastewater Interceptor	-	-	7,000,000	-	-	7,000,000	-
WW27-2026 CR 132 & US 79 Wastewater Interceptor	-	-	-	-	-	-	-
TRANSFERS TO OTHER FUNDS	-	-	-	-	-	-	-
Transfer to Fund 10	-	-	304,145	76,036	304,145	-	100.00%
Transfer to Fund 55	12,654,272	-	-	-	-	-	-
Transfer to Fund 59	-	123,647,361	-	-	-	-	-
TOTAL EXPENSES	\$ 16,177,762	\$ 123,647,361	\$ 88,546,674	\$ 76,036	\$ 83,953,868	\$ 4,592,806	94.81%
NET CHANGE IN FUND BALANCE	\$ 266,630,920	\$ (112,211,320)	\$ (83,676,301)	\$ 256,493	\$ (70,999,257)		

	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
SERIES 2024 CO FUND SUMMARY				
Budgeted Beginning Fund Balance	\$ -	\$ 266,630,920	\$ 154,419,600	\$ 154,419,600
Revenue	282,808,682	11,436,041	4,870,373	12,954,611
Expenses	16,177,762	123,647,361	88,546,674	83,953,868
Ending Fund Balance	\$ 266,630,920	\$ 154,419,600	\$ 70,743,299	\$ 83,420,343

CITY OF HUTTO
CAPITAL IMPROVEMENT OPERATING (FUND 60)
STATEMENT OF REVENUES & EXPENSES
FOR THE MONTH ENDED AUGUST 31, 2026

	FY 2023-2024 AUDITED ACTUAL	FY 2024-2025 AUDITED ACTUAL	FY 2025-2026 BUDGET	CURRENT MONTH	FISCAL YTD	VARIANCE FAVORABLE (UNFAVORABLE)	PERCENT OF BUDGET
REVENUES							
INTEREST	\$ 21,535	\$ 289,674	\$ 132,043	\$ 1,084	\$ 64,754	\$ (67,289)	49.04%
TRANSFERS IN							
Transfer from General (10)	671,875	120,000	48,277	-	48,277	-	100%
Transfer from Utility Fund (50)	4,511,300	-	-	-	-	-	-
Transfer from Utility Impact Fee Fund (52)	3,233,565	-	6,714,520	-	-	(6,714,520)	-
TOTAL REVENUES	\$ 8,438,275	\$ 409,674	\$ 6,894,840	\$ 1,084	\$ 113,031	\$ (6,781,809)	1.64%
EXPENDITURES							
CAPITAL OUTLAY							
Architectural Services	114,852	14,607	-	-	-	-	-
D01 Legends of Hutto	3,291	-	-	-	-	-	-
T04 FM 1660 S @ US 79	124,924	-	-	-	-	-	-
T06 Lakeside Estates Phase 3	-	-	-	-	-	-	-
T06 Lakeside Estates Phase 2	13,693	-	-	-	-	-	-
T08 Megasite East-West Arterial	78,470	4,997,021	-	-	-	-	-
T09 Live Oak Design	206,882	-	-	-	-	-	-
Drainage Master Plan	117,289	43,118	-	-	-	-	-
F01 Public Works Facility	-	-	-	-	-	-	-
W06 FM 1660 16" & 20" Waterline	-	105,491	1,207,596	-	-	1,207,596	-
WW09 Brushy Creek Interceptor Phase 4	-	254,472	5,506,924	-	-	5,506,924	-
Capital Outlay - Street Construction	-	15,851	3,300	-	-	3,300	-
Capital Outlay - Sidewalk	-	22,118	-	-	-	-	-
MISC Expenses (Cost Share Headwater Repair)	-	225,968	-	-	-	-	-
T19-CR 199 Reconstruction	-	-	46,656	-	-	46,656	-
LiDar	-	-	130,364	-	-	130,364	-
TRANSFER TO FUND 52	-	-	-	-	2,300,000	(2,300,000)	100%
TOTAL EXPENSES	\$ 659,401	\$ 5,678,646	\$ 6,894,840	\$ -	\$ 2,300,000	\$ 4,594,840	33.36%
NET CHANGE IN FUND BALANCE	\$ 7,778,874	\$ (5,268,972)	\$ -	\$ 1,084	\$ (2,186,969)		

	FY 2023-2024 Audited Actual	FY 2024-2025 Audited Actual	FY 2025-2026 Budget	Projected
CAPITAL IMPROVEMENT FUND SUMMARY				
Budgeted Beginning Fund Balance	\$ -	7,778,874	\$ 2,509,902	\$ 2,509,902
Revenue	8,438,275	409,674	6,894,840	113,031
Expenses	659,401	5,678,646	6,894,840	2,300,000
Ending Fund Balance	\$ 7,778,874	\$ 2,509,902	\$ 2,509,902	\$ 322,933



Balance Sheet

Account Summary

As Of 08/31/2026

Account	Name	Balance
Fund: 76 - Cottonwood Development Corp (Sports Health)		
Assets		
76-1000	Claim on Cash	0.00
76-1107	Land Held for Investment	0.00
76-1207	Escrowed funds	0.00
76-1208	Escrowed Cash Allowance	0.00
76-1231	Accounts Receivable	0.00
76-1251	Interest Receivable	0.00
76-1310	Due From Fund General Fund	0.00
Total Assets:		0.00
		0.00
Liability		
76-2000	Accounts Payable Pending	0.00
76-2001	Accrued Accounts Payable	0.00
76-2010	Principal Owed	0.00
76-2011	Accrued Interest Payable	0.00
76-2310	Due To Fund 10	0.00
Total Liability:		0.00
Equity		
76-3001	Fund Balance	0.00
Total Beginning Equity:		0.00
Total Revenue		3,170.03
Total Expense		3,170.03
Revenues Over/Under Expenses		0.00
Total Equity and Current Surplus (Deficit):		0.00
Total Liabilities, Equity and Current Surplus (Deficit):		0.00



City of Hutto, TX

Income Statement

Account Summary

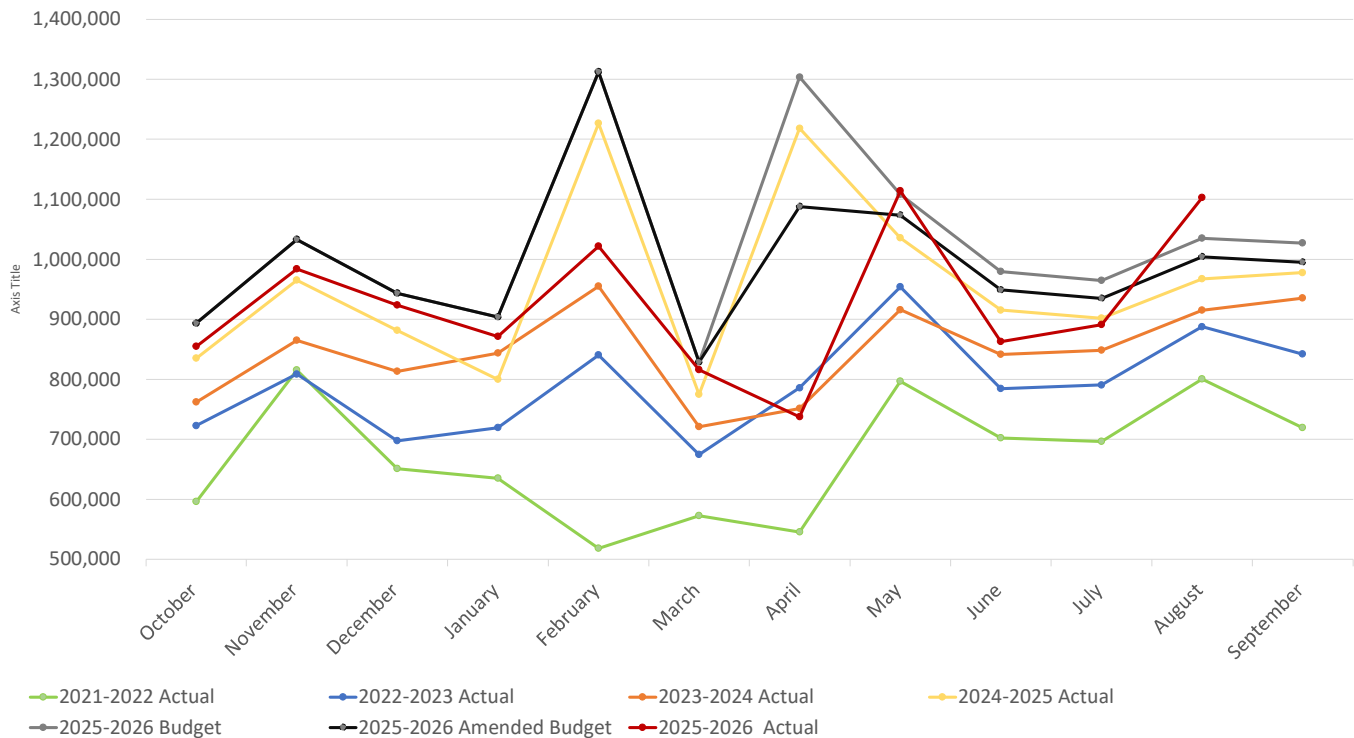
For Fiscal: 2025-2026 Period Ending: 08/31/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 76 - Cottonwood Development Corp (Sports Health)						
Revenue						
76-5810	Transfer from Fund 10	65,000.00	65,000.00	2,835.79	3,170.03	61,829.97
Revenue Total:		65,000.00	65,000.00	2,835.79	3,170.03	61,829.97
Expense						
76-100-000-6401	Attorney Svcs	65,000.00	65,000.00	2,835.79	3,170.03	61,829.97
Expense Total:		65,000.00	65,000.00	2,835.79	3,170.03	61,829.97
Fund: 76 - Cottonwood Development Corp (Sports Health) Surplus (Defici..		0.00	0.00	0.00	0.00	
Total Surplus (Deficit):		0.00	0.00	0.00	0.00	

CITY ONLY Monthly Sales Tax Revenue

Month	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026		
	Actual	Actual	Actual	Actual	Budget	Amended Budget	Actual
October	596,256	722,693	761,732	834,935	893,380	893,380	854,562
November	815,296	808,638	865,051	965,268	1,032,837	1,032,837	983,733
December	650,779	697,257	813,117	881,554	943,263	943,263	923,580
January	635,102	719,481	843,484	799,839	903,977	903,977	871,163
February	518,338	840,503	954,874	1,226,684	1,312,552	1,312,552	1,021,571
March	572,428	674,351	720,673	774,539	828,757	828,757	815,589
April	545,417	785,628	751,264	1,218,182	1,303,456	1,087,683	737,449
May	796,610	954,059	915,842	1,035,660	1,108,156	1,073,582	1,114,070
June	702,235	784,133	841,544	915,293	979,364	948,808	862,837
July	696,432	790,446	848,300	901,577	964,687	934,589	891,150
August	800,353	887,548	914,859	967,464	1,035,186	1,004,130	1,102,862
September	719,296	841,783	935,186	977,708	1,027,140	995,093	
Total	8,048,544	9,506,520	10,165,926	11,498,703	12,332,755	11,958,651	10,178,566 (a)
% of Budget Achieved							85%

Sales Tax Comparison



*YTD sales taxes are lagging behind prior year totals due to unique, one-time collections in FY 2025. These include a significant one-time sales of machinery and an adjustment to one of the City's highest sales tax payers

(a) This amount excludes the \$49,150.61 received as a result of the ESD agreement through August

**Listing of Funds and Cash Balances
as of 08/31/2026**

Fund Name	Balance	Encumbered	Remaining
<u>Unrestricted</u>			
General Fund	\$ 14,817,391	2,539,652	12,277,739
Utility Operating Fund + Utility I&S Fund	10,632,724	2,353,448	8,279,276
Solid Waste Fund	14,731	14,731	-
Total Unrestricted	25,464,846	4,907,831	20,557,015
<u>Restricted</u>			
General Debt Service	1,739,805		1,739,805
Court Funds	135,628		135,628
Police Seizure	49,404		49,404
Hotel Occupancy Tax	1,574,638		1,574,638
PEG Fund	214,477	4,591	209,886
ESD/City Sales Tax Account	802,145		802,145
Park Improvement Fund	1,260,812	226,233	1,034,579
Parks Master Plan			
Trails Master Plan			
P02 Fritz Park Improvements			
P04 Field Lighting			
P05 Trail Lighting			
Community Benefit Fee Fund	1,780,632	112,241	1,668,391
F02 New Police Facility			
CR 137 Repairs			
T10 Ed Schmidt Safety & Operations			
T19 CR 199 Reconstruction			
Transportation Improvement	9,436,526	1,437,039	7,999,487
Traffic Impact Fee Study			
Mobility Master Plan			
T11 Emory Farms Gateway			
T13 Traffic Signal at Innovation & Limmer Loop			
General Capital Improvement	574,233	17,797	556,436 (a)
General Capital Replacement	87,577	-	87,577 (b)
Utility Capital Replacement	143,495	43,665	99,830
ARPA Funds	2,589,978	2,552,258	37,720
W03 Northwest Transmission Water Main			
W12 Water Distribution Lines			
WW10 SE Loop Wastewater Interceptor			
2014 TWDB	2,200,704		2,200,704
Utility Impact Fees	24,824,954		24,824,954
Total Restricted	47,415,008	4,393,824	43,021,184
<u>Restricted CO/GO</u>			
2022 GO Bonds	6,315,551	3,150,329	3,165,222
T03 FM 1660 at Limmer Loop			
T04 FM 1660 South at US 79			
T15 Exchange Blvd Reconstruction			
2023 GO Bonds (Spine Road)	475,645	-	475,645
T08 Megasite East-West Arterial			
2023A GO Bonds (Fritz Park)	3,414,159	1,364,880	2,049,279
P02 Fritz Park			
2024 CO Bonds (Street Portion)	7,253,844	2,949,944	4,303,900
D01 Legends of Hutto Drainage Ditches			
T05 CR 137 from FM 1660 to Brushy Creek			
T09 Live Oak reconstruction			
T14 Exchange Blvd & Limmer Loop Intersection Impr			
T41 CR 132 Widening between Limmer Loop & CR 133			

(a) Fund accounts for multi-year infrastructure projects

(b) Fund accounts for annual fixed asset purchases transfer from general fund occur quarterly

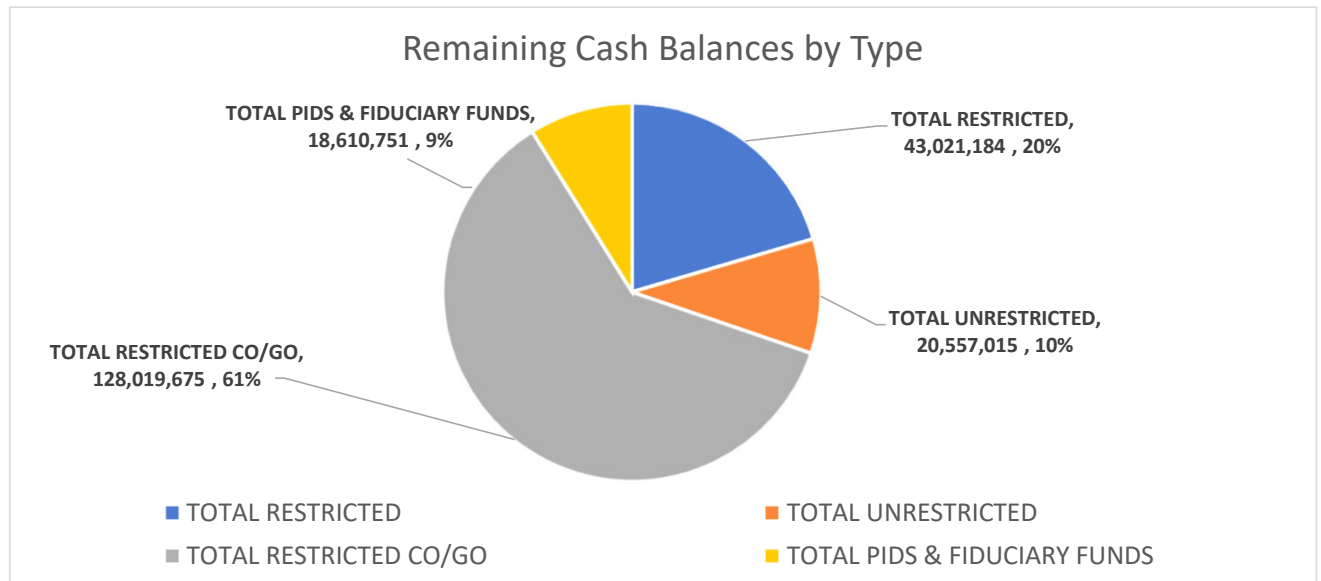
2024 GO Bonds	16,170,505	10,049,276	6,121,229
T05 CR 137 from FM 1660 to Brushy Creek			
T09 Live Oak reconstruction			
2026 GO Bonds (Justice Center)	4,417,881	959,926	3,457,955
2019 CO	1,000,102	567,606	432,496
W11 Transmission Line			
WW01 Glenwood Lift Station			
2022 Utility CO Bonds	7,579	7,579	-
W01 Shilo & Noah Pump Station Improvements			
W02 Frameswitch 3.0 MG Ground Storage Tank #2			
W03 Northwest Transmission Water Main			
W04 Megasite Water Lines			
2024 Utility CO Bonds	89,865,034	53,557,900	36,307,134
W04 Megasite Water Lines			
W07 New Elevated Storage Tank (Cottonwood)			
2026 Utility CO Bonds	71,706,815	-	71,706,815
Total Restricted CO/GO	200,627,115	72,607,440	128,019,675

PIDs and Fiduciary Funds

Cross Creek PID	1,232,518		1,232,518
Co-Op PID	2,185,654		2,185,654
Mustang Creek PID	1,434,646		1,434,646
Emory Crossing PID	4,552,512		4,552,512
Durango Farms PID	3,361,889		3,361,889
Cottonwood Creek PID	2,943,126		2,943,126
Prairie Winds PID	1,666,528		1,666,528
Limmer Square PID	44,228		44,228
Stromberg PID	85,188		85,188
TIRZ #1 (Co-Op)	507,065		507,065
TIRZ #3 (Megasite)	14,332		14,332
Gateway (Wolfe Tract)	120,041		120,041
Estates of Hutto	77,025		77,025
Meadowbrook	94,637		94,637
Highway 130 Mixed Used	98,454		98,454
Lakeside MUD	30,770		30,770
Southfork Ranch MUD	48,479		48,479
Walther Farms MUD	56,856		56,856
Star Ranch MUD	56,803		56,803
Total PIDs and Fiduciary Funds	18,610,751	-	18,610,751

TOTAL ALL CASH BALANCES

\$	292,117,720	\$	81,909,095	\$	210,208,625
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City of Hutto
Breakdown of Development Services Revenue
FY 2026

GL Account	Description	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	March 26	April 26	May 26	Jun 26	July 26	August 26	Sept 26	Total	Current Budget	% of Budget Collected	
10-5101	Planning/Zoning Fees	41,223	8,840	22,137	850	8,150	20,708	12,650	9,280	37,825	26,408	23,391		211,462	125,000	169.2%	(a)
10-5102	Engineering/ROW Fees	56,015	46,642	88,649	17,763	95,202	161,809	32,630	27,720	219,038	54,332	175,654		975,454	1,450,000	67.3%	(b)
10-5121	Building Permit Fees	230,822	94,019	46,078	121,378	242,758	117,812	41,129	452,797	106,385	104,950	125,197		1,683,325	2,300,000	73.2%	(b)
10-5122	Building Inspection Fees	43,375	38,130	28,425	24,035	28,125	33,455	24,970	19,025	21,435	20,335	30,760		312,070	415,000	75.2%	(b)
10-5123	Site Plan Review Fees	19,556	23,120	3,900	-	13,900	13,492	24,854	21,186	3,955	5,591	11,250		140,804	140,300	100.4%	
10-5132	Technology Fee	3,597	2,192	1,763	1,952	2,051	3,066	2,200	2,202	3,032	2,481	2,135		26,671	37,500	71.1%	
40-5103	Parkland Dedication Fee	12,695	-	-	13,475	-	1,950	975	-	-	1,107	-		30,202	200,000	15.1%	
42-5106	Traffic Impact Fee	109,041	131,172	108,264	164,685	32,733	101,398	30,904	571,371	226,188	268,824	124,580		1,869,160	1,500,000	124.6%	(c)
50-5113	Water Connection Fee	14,300	9,700	9,100	24,600	2,400	13,200	4,800	24,800	21,050	15,250	29,100		168,300	220,000	76.5%	
50-5114	WW Connection Fee	6,000	4,200	3,000	12,300	1,200	6,600	2,400	11,400	9,300	6,300	12,900		75,600	116,400	64.9%	
52-5111	Water Impact Fee	203,136	243,763	228,749	362,112	19,707	185,472	70,656	266,694	357,181	203,872	379,776		2,521,118	3,347,700	75.3%	(b)
52-5112	WW Impact Fee	136,612	152,225	94,513	189,584	78,872	125,460	50,184	220,664	155,849	175,108	181,220		1,560,291	6,281,500	24.8%	(b)
		876,372	754,003	634,578	932,734	525,098	784,422	298,352	1,627,139	1,161,238	884,558	1,095,963	-	9,574,457	16,133,400	59.3%	

- (a) Increased revenue due to new addition of Stromberg planned unit development
(b) Included on year-end budget amendment
(c) Emory Crossing Apartment, Everhome Suites, and Gas Station traffic fees received

FY 2026 BUDGET TRANSFERS YTD						
Month	Account Name	Account	Current Budget	Approved Transfer	Revised Budget	Notes
November	Advertising & Legal Notices	10-060-007-6402	22,275	(9,950)	12,325	Reduced use of digital ads
November	Software Licensing & Maint Fee	10-060-007-6412	43,600	9,950	53,550	Adding Website Chatbot
December	Food/Meals	10-010-001-6205	7,410	(55)	7,355	Savings from citywide event food expenses
December	Outside Printing	10-010-001-6410	500	40	540	New photos for Executive Conference Room
December	Postage	10-010-001-6504	100	15	115	Legal documents sent as certified mail
December	Other Supplies & Materials	10-090-039-6299	85,150	(200)	84,950	Savings from radio purchase
December	Small Tools & Equipment	10-090-039-6215	1,900	100	2,000	Chainsaw chaps and other small tools and equipment
December	Park Improvmnts & Structures	13-090-039-6681	51,217	100	51,317	Avant Lease cost more than budget
December	Other Supplies & Materials	50-040-058-6299	2,000	(1)	1,999	Projected savings available to transfer
December	Machinery & Equipment	53-040-058-6603	84,400	1	84,401	Cover projected Ford Transit Lease
December	Line Repairs & Maintenance	50-040-058-6312	125,300	(50,000)	75,300	reduced use of supplies for line repairs
December	Water Pump, Motors & Control Maint	50-040-058-6313	105,500	50,000	155,500	Replacement motor and new chlorine system
January	Water Reservation	50-040-058-6232	303,282	113,040	416,322	Fund Sodium hypochlorite bid
January	Miscellaneous Income	50-040-058-6458	5,300,650	(113,040)	5,187,610	Savings from Brazos River Authority agreement
February	Training and Development	10-010-002-6502	10,000	(92)	9,908	Savings from Strategic Planning facilitation
February	Membership Dues & Subscriptions	10-010-002-6507	22,743	92	22,835	TML invoice higher due to population estimate
February	Software Licensing & Maint Fee	10-060-003-6412	74,861	40	74,901	ICC General Code higher than budgeted
February	Postage	10-060-003-6504	400	(72)	328	Savings in Postage
February	Travel, Lodging and Per Diem	10-060-003-6510	400	32	432	Lodging more than anticipated
February	Irrigation Repair & Maintenance	10-090-039-6330	5,100	5,000	10,100	Ewing Invoice from late FY25 to be paid
February	Ball Field Maintenance	10-090-039-6332	25,000	(5,000)	20,000	Savings from baseball equipment and sod replacement
February	Meter Endpoints	50-020-010-6207	78,750	(5,422)	73,328	Reduce demand for new residential endpoints
February	Software Licensing & Maint Fee	50-020-010-6412	131,372	5,422	136,794	ITRON increased rate after budget was adopted
March	Ammunition & Firearms	10-050-001-6291	97,482	(17,735)	79,747	Savings from less range time, reduced ammo cost
March	Other Supplies & Materials	10-050-001-6299	26,029	17,735	43,764	Additional PPE and supplies for Special Response
March	Small Tools & Equip.	10-040-023-6215	9,000	(5,000)	4,000	Reduce to cover Interim City Engineer
March	Professional Services	10-040-023-6405	0	15,000	15,000	STV Inc. to cover as interim city engineer
March	Training and Development	10-040-023-6502	5,810	(3,000)	2,810	Reduce to cover Interim City Engineer
March	Travel, Lodging and Per Diem	10-040-023-6510	10,295	(7,000)	3,295	Reduce to cover Interim City Engineer
March	Reference Books/Materials	10-030-006-6203	510	283	793	IEDC Manuals increased in price
March	Tradeshows	10-030-006-6208	2,600	(283)	2,317	Savings from ICSC Red River Event
March	Technology Equip. & Supplies	10-020-001-6212	6,493	(7)	6,486	Savings from downstairs teleconferencing equipment
March	Other Supplies & Materials	10-020-001-6299	500	7	507	1099 Tax Form coverage
March	Water Pump, Motors & Control Maint	50-040-058-6313	105,500	50,000	155,500	Future instrumentation for SCADA
March	Water Reservation	50-040-058-6458	5,300,650	(50,000)	5,250,650	Savings from not renewing EPCOR reservation
March	Contract Labor	10-040-060-6403	414,143	(5,000)	409,143	Savings from reducing mowing for River Walk area
March	Property Cleanup & Demolition	10-040-060-6411	10,102	5,000	15,102	Cleanup at the Public Works Yard
March	Clothing & Uniforms	10-050-037-6206	0	500	500	Uniforms for new staff
March	Fuel & Mileage	10-050-037-6231	4,800	(500)	4,300	Savings from delayed 2nd vehicle
March	Ammunition & Firearms	10-050-001-6291	97,482	(4,000)	93,482	Savings from reduced ammo cost and less range time
March	Other Supplies & Materials	10-050-001-6299	26,029	4,000	30,029	Addl PPE and supplies for SRT
March	Food/Meals	10-010-004-6205	21,200	(1,966)	19,234	Savings from combining events
March	City Employee Functions	10-010-004-6489	9,450	1,966	11,416	Holiday banquet costs and casino
March	Furniture & Office Equip	10-090-039-6211	4,150	(550)	3,600	tables and chairs bought at lower amount
March	Small Tools & Equipment	10-090-039-6215	1,900	550	2,450	Replacement of plasma cutter
March	Meter Endpoints	50-020-010-6207	78,750	(49,000)	29,750	Less new development that need endpoints
March	Water Meters	50-020-010-6216	93,100	49,000	142,100	Increase replacement of water meters
March	Equipment Repair & Maintenance	50-020-010-6302	500	132	632	Cost of supplies for increased meter installs
March	Line Repairs & Maintenance	50-020-010-6312	500	(132)	368	Reduced use of supplies for line repairs
April	Signage	10-030-021-6233	400	500	900	Increased public hearing signage per state law
April	Software Licensing & Maint Fee	10-030-021-6412	53,150	(500)	52,650	Savings from Acta AI software cancellation
April	Salaries	21-020-011-6001	-	4,139	4,139	Time as Bailiff or WO earned as regular not OT
April	Overtime	21-020-011-6004	10,000	(4,139)	10,861	Move portion of OT that hit as regular pay
April	Reference Books/Materials	10-020-001-6203	300	(300)	-	GAAFR won't be purchased this FY
April	Membership Dues & Subscriptions	10-020-001-6507	4,045	300	4,345	Increase for GTOT membership for staff
April	Special Events/Awards	10-050-037-6204	3,557	(347)	3,210	Not holding Hutto Disaster Recovery Summit this FY
April	Lease & Rental Svcs	10-050-037-6408	33,068	347	33,415	Increased climatized storage cost
April	Professional Svcs	50-040-001-6405	25,500	50,000	75,500	Pay Manville for Kimley Horn water study
April	Water Reservation	50-040-058-6458	5,300,650	(50,000)	5,250,650	Savings from discontinuing Epcor
May	Software Licensing & Maint Fee	10-040-059-6412	3,620	200	3,820	Increased cost for Safety Culture software
May	Training & Development	10-040-059-6502	8,060	(200)	7,860	Savings from reduced staff training
May	Office Supplies	10-090-039-6201	775	300	1,075	Increase in printed items and consumables
May	Reference Books/Materials	10-090-039-6203	545	50	595	Increase in book costs
May	Food/Meals	10-090-039-6205	9,945	(2,000)	7,945	Savings from reduced usage of food
May	Furniture & Office Equip	10-090-039-6211	4,150	(600)	3,550	Reduced cost of furniture budgeted
May	Other Supplies & Materials	10-090-039-6299	85,150	(2,000)	83,150	Projected savings from reduction in use

FY 2026 BUDGET TRANSFERS YTD CONTINUED...						
Month	Account Name	Account	Current Budget	Approved Transfer	Revised Budget	Notes
May	Park Grounds Maintenance	10-090-039-6331	57,825	13,450	71,275	essential facility improvements done internally
May	Training & Development	10-090-039-6502	9,420	(1,500)	7,920	Reduced staff training in this FY
May	Travel, Lodging and Per Diem	10-090-039-6510	14,080	(7,700)	6,380	Reduced staff travel for training
May	Technology Equip. & Supplies	10-050-001-6212	20,495	5,000	25,495	Toughbook computer replacements
May	Communication Equip & Supplies	10-050-001-6213	57,285	(5,000)	52,285	Savings on radio purchases
May	Overtime	10-090-020-6004	0	248	248	Overtime for hourly staff to attend conference
May	Furniture & Office Equip.	10-090-020-6211	2,000	(248)	1,752	Savings on library furniture
May	Office Supplies	10-050-001-6201	29,365	(2,500)	26,865	Savings from office supplies
May	Reference Books/Materials	10-050-001-6203	3,150	(2,500)	650	Legislative update guides not bought this FY
May	Food/Meals	10-050-001-6205	6,696	(2,000)	4,696	Reduced food expenses
May	Patrol Equipment & Supplies	10-050-001-6218	24,407	(1,500)	22,907	Reduced patrol consummables
May	Property Cleanup & Demolition	10-050-001-6411	5,000	(1,500)	3,500	No anticipated pass through costs for mowing
May	Training and Development	10-050-001-6502	119,000	(38,000)	81,000	Savings from vacancies and reduced training
May	Vehicles	10-050-001-6602	0	48,000	48,000	Purchase of discounted police vehicle
May	Technology Equip. & Supplies	10-030-021-6212	0	1,651	1,651	Purchase of iPads and peripherals
May	Software Licensing & Maint Fee	10-030-021-6412	53,150	(1,651)	51,499	Savings from cancelling Acta AI
May	Office Supplies	10-060-007-6201	700	(150)	550	Savings from less office supplies
May	Furniture & Office Equip.	10-060-007-6211	0	150	150	New office chair
May	Food/Meals	10-010-001-6205	7,410	1,163	8,573	Food for Hutto Citizens University
May	Training & Development	10-010-001-6502	61,245	(1,222)	59,797	Reduced training expenses
May	Postage	10-010-001-6504	100	59	159	Unexpected mailings from CMO
May	Professional Services	10-060-030-6405	215,929	30,233	246,162	New backup and recovery services higher
May	Software Licensing & Maint Fee	10-060-030-6412	441,023	(51,144)	389,879	Savings from software purchases
May	Communication Svcs	10-060-030-6413	306,577	20,911	327,488	Verizon increase with more connected devices
May	Janitorial Supplies	10-040-051-6221	9,696	2,600	12,296	Increase in cost and orders of supplies
May	Training & Development	10-040-051-6502	1,500	(850)	650	Reduced training this FY
May	Travel, Lodging and Per Diem	10-040-051-6510	1,750	(1,750)	0	Reduced travel for training this FY
May	Training & Development	10-010-001-6502	61,245	(226)	59,797	ACM not going to ICMA
May	Membership Dues & Subscriptions	10-010-001-6507	5,079	226	5,305	Increased rates for TCMA dues
May	Line Repairs & Maintenance	50-040-058-6312	125,300	30,000	155,300	Water leak at Shiloh main transmission line
May	Water Reservation	50-040-058-6458	5,300,650	(30,000)	5,270,650	EPCOR reservation was not renewed
June	Office Supplies	10-040-023-6201	500	300	800	Increased office supply nee
June	Small Tools & Equipment	10-040-023-6215	9,000	(1,000)	8,000	Decrease from purchases made in FY25
June	Postage	10-040-023-6504	0	700	700	Mailing increase due to ROW work
June	Other Supplies & Materials	10-040-060-6299	61,671	9,278	70,949	Projected higher expenses on projects
June	Sidewalk Repair and Maint	10-040-060-6320	150,000	40,000	190,000	Increase for sidewalk repair bid
June	Street Repair and Maintenance	10-040-060-6321	2,100,000	(9,278)	2,090,722	Low bid estimate for Brooklands
June	Drainage Repair and Maint	10-040-060-6322	100,000	(40,000)	60,000	Lower drainage estimates for storm pond
June	Animal Control Supplies	10-050-001-6264	3,200	(1,062)	2,138	Savings from items included in new ACO truck
June	Animal Shelter Services	10-050-001-6472	233,096	2,912	236,008	Annual bill slightly higher than budgeted
June	Postage	10-050-001-6504	10,814	(1,850)	8,964	Savings from less code enforcement mailings
June	Office Supplies	10-060-003-6201	500	(127)	373	Reduced office supply needs
June	Training and Development	10-060-003-6502	1,500	(955)	545	Reduced training opportunities this year
June	Recording Fees	10-060-003-6506	3,000	1,082	4,082	Increased recording costs from ROW management
June	Salaries	50-020-010-6001	428,951	(1,650)	427,301	Salary savings
June	Salaries	50-040-058-6001	1,374,738	(1,500)	1,373,238	Salary savings
June	Line Repairs & Maintenance	50-040-058-6312	125,300	70,000	195,300	Replenish emergency repair supplies
June	Utility Facilities Maintenance	50-040-058-6314	106,700	3,150	109,850	Install security cameras in water towers
June	Water Reservation	50-040-058-6458	5,300,650	(70,000)	5,230,650	Did not renew EPCOR reservation
July	Software Licensing & Maint Fee	10-020-001-6412	56,192	5,406	59,578	Partial year of short-term rental software
July	Special Events/Awards	10-090-020-6204	10,700	2,000	12,700	Expend related to Texas Library Assn grant
July	Grant Revenue	10-5067	-	(2,000)	(2,000)	Texas Library Association Grant
July	Office Supplies	10-090-039-6201	775	300	1,075	Increased printer and ink usage
July	Other Supplies & Materials	10-090-039-6299	85,150	(2,000)	83,150	Savings from reduced event expenses
July	Building Repair & Maintenance	10-090-039-6301	20,800	1,600	22,400	Repair bids higher than initially projected
July	Outside Printing	10-090-039-6410	5,000	1,100	6,100	Signage for Fritz Park, other
July	Training & Development	10-090-039-6502	9,420	(500)	8,920	Savings from vacancies
July	Postage	10-090-039-6504	500	(500)	-	Reduced postage use
July	Office Supplies	10-040-023-6201	500	900	1,400	Template agreements/documents for CMAR
July	Small Tools & Equip.	10-040-023-6215	9,000	(900)	8,100	Not buying some small tools this FY
July	Furniture & Office Equip	50-020-010-6211	1,020	900	1,920	Scanner and iPad mount for lobby
July	Disconnect Svcs	50-020-010-6444	6,600	(5,256)	1,344	Savings from reduced disconnects
July	Other Contracted Services	50-020-010-6499	101,900	5,256	107,156	97 water meters being installed over quoted price
July	Travel, Lodging and Per Diem	50-020-010-6510	2,000	(900)	1,100	Savings from reduced travel for training
July	Clothing/Uniforms	10-010-004-6206	16,500	(989)	15,511	Savings from reduced staff clothing expense
July	Tuition Reimbursement Program	10-010-004-6503	9,600	989	10,589	Reimbursements approved over budget

FY 2026 BUDGET TRANSFERS YTD CONTINUED...						
Month	Account Name	Account	Current Budget	Approved Transfer	Revised Budget	Notes
July	Food/Meals	10-010-001-6205	7,410	39	7,449	Water for conference room
July	Training & Development	10-010-001-6502	61,245	(39)	61,206	Savings from reduced training
July	Office Supplies	10-050-037-6201	497	(21)	476	Reduced office supply needs
July	Office Supplies	10-060-001-6201	-	21	21	Privacy screen for laptop
July	Other Supplies & Materials	10-020-001-6299	500	2,020	2,520	Procure Awards Display Case for City Hall
July	Software Licensing & Maint Fee	10-020-001-6412	56,192	(2,020)	59,578	Savings from Short Term Rental software
July	Fuel & Mileage	10-030-021-6231	4,000	2,500	6,500	Projected cost for Fuel for remainder of year
July	Software Licensing & Maint Fee	10-030-021-6412	53,150	(2,500)	50,650	Savings from ACTA AI cancellation
July	Advertising & Legal Notices	10-060-007-6402	22,275	(740)	21,535	Savings from reduced advertising services
July	Travel, Lodging and Per Diem	10-060-007-6510	2,460	740	3,200	Travel/lodging at TAMIO conference
July	Clothing & Uniforms	10-050-037-6206	-	36	36	Uniforms for new EM Director
July	Other Supplies & Materials	10-050-037-6299	3,926	(36)	3,890	Savings from reduced stockpile expense
July	Small Tools & Equip.	10-040-060-6215	2,250	6,500	8,750	Purchase of utility trailer with ramps
July	Traffic Signal Repair and Maintenance	10-040-060-6325	52,500	(6,500)	46,000	Savings from reduced signal repair costs
July	Office Supplies	10-050-001-6201	29,365	(2,000)	27,365	Delaying non-essential office supplies
July	Special Events/Awards	10-050-001-6204	2,625	1,000	3,625	Purchase of award bars for uniforms
July	Technology Equip. & Supplies	10-050-001-6212	20,495	3,000	23,495	Replacement ToughBook
July	K9 Supplies & Maint	10-050-001-6219	3,756	1,000	4,756	Cover unexpected vet expenses for K9
July	Equipment Repair & Maint.	10-050-001-6302	7,200	(3,000)	4,200	Reduced repair costs
July	Equipment Repair & Maintenance	50-040-058-6302	819	1,500	2,319	Cost of trailer repair
July	Water Reservation	50-040-058-6458	5,300,650	(1,500)	5,285,650	Savings from discontinued water reservation
July	Utility Facilities Maint	50-040-058-6314	106,700	13,500	120,200	PO change order for increase lift station cost
July	Water Reservation	50-040-058-6458	5,300,650	(13,500)	5,285,650	Savings from discontinued water reservation
July	Membership Dues & Subscriptions	50-040-058-6507	2,410	258	2,668	APWA had increased dues this FY
July	Travel, Lodging and Per Diem	50-040-058-6510	2,500	(258)	2,242	Savings from reduced travel expenses
July	Equipment Repair & Maint.	10-040-050-6302	39,376	5,000	44,376	Equipment repairs needed
July	Vehicle Repair & Maint.	10-040-050-6304	93,921	(5,000)	88,921	Savings from outside vehicle maintenance
July	Software Licensing & Maint Fee	10-060-003-6412	74,861	(8,807)	66,054	Savings from Granicus
July	Election Services	10-060-003-6431	30,000	8,807	38,807	Runoff election expenses higher than expected
August	Overtime	10-050-001-6004	308,400	(16,000)	292,400	Purchase of replacement CID Vehicle
August	Vehicles	10-050-001-6602	48,000	16,000	64,000	Replacement CID Vehicle
August	Disconnect Svcs	50-020-010-6444	16,844	(2,500)	14,344	NW Water Tower Annual Security Flock Safety Camera Cost
August	Software Licensing & Maint Fee	50-020-010-6412	136,794	2,500	139,294	NW Water Tower Annual Security Flock Safety Camera Cost
August	Street Repair and Maintenance	10-040-060-6321	2,090,722	(3,854)	2,086,869	The difference in cost of approved 3-yard concrete mixer and Message board from Gallup survey.
August	Capital Outlay - Other	10-040-060-6699	0	3,854	3,854	3-yard concrete mixer and Message Board from Gallup Survey
August	Health/Life Insurance	10-060-030-6061	52,153	(2,385)	49,768	Transfer to purchase a multi-function printer for City Hall
August	Dept Technology Equipment & Supplies	10-060-30-6210	15,168	2,385	17,553	Purchase a multi-function printer for City Hall
August	Food/Meals	10-090-039-6205	7,945	(2,600)	5,345	Transfer to purchase mud mixer and essential parks facility improvements
August	TMRS	10-090-039-6053	109,996	(3,700)	106,296	Transfer to purchase mud mixer and essential parks facility improvements
August	Professional Services	10-090-039-6405	232,825	(2,300)	230,525	Transfer to purchase mud mixer and essential parks facility improvements
August	Parks Ground Maintenance	10-090-039-6331	71,275	4,900	76,175	Essential facility improvements done internally
August	Small Tools	10-090-039-6215	20,500	3,700	24,200	Purchase of mud mixer

Blanket PO Report Greater than \$50,000

Number	Issue Date	Vendor Name	Description	Account Number	Amount	Amount Spent to Date	Remaining PO Amount	Budget Amount
26-0004	10/15/2025	Eileen Merritt, Inc	3rd Party Inspections and PlanReview	10-030-021-6405	171,200	21,111	150,089	262,200
26-0010	10/15/2025	City of Taylor, TX	Wholesale Water	50-040-058-6451	440,539	299,658	140,881	440,539
26-0013	10/15/2025	Manville Water Supply Corp	Manville Water Contract	50-040-058-6452	638,857	639,957	(1,100)	638,857
26-0028	10/27/2025	Mathews & Freeland, LLC	Attorney Services	50-100-000-6401	68,022	35,211	32,811	219,042
26-0031	10/27/2025	Recharge Water, LP	HOT Wells Ground Water Lease	50-040-058-6454	107,737	53,994	53,743	264,095
26-0053	11/13/2025	PVS DX Chemicals	Chemicals	50-040-058-6232	94,050	74,455	19,595	303,282
26-0066	11/24/2025	Brazos River Authority	Brazos River Authority Wastewater	50-040-058-6456	2,654,321	2,438,422	215,899	2,654,321
26-0067	11/26/2025	Itron Inc.	AMI-Water Meter reading software	50-020-010-6412	73,491	71,589	1,902	66,500
26-0077	12/4/2025	Hyde Kelley LLP	Special Counsel River Creek & Cottonwood Creek DC	Multiple	220,026	60,399	159,627	191,752
26-0078	12/4/2025	AI Clawson Inc.	Solid Waste removal services	70-080-010-6461	2,651,220	2,239,772	411,448	2,651,220
26-0081	12/8/2025	Matrix Imaging Solutions LLC	Utility Billing printing & Mailing	Multiple	85,500	54,345	31,155	85,500
26-0082	12/8/2025	Ferguson Enterprise Inc.	Purchase of residential water meters	50-020-010-6216	544,429	544,347	82	544,429
26-0084	12/11/2025	Xylem Water Solutions USA, Inc	Four spare pumps for Lift Stations	50-040-058-6315	150,983	150,983	-	206,850
26-0085	12/11/2025	Advance Water Well Technology, LLC	Repairs for water well #10	50-040-058-6313	96,132	96,132	-	98,041
26-0086	12/12/2025	Williamson Central Appraisal District	Appraisal fees	Multiple	141,044	107,775	33,269	141,044
26-0093	12/17/2025	Bluebonnet Electric Co-Op	Electric for Wells/Liftstations	50-040-058-6521	337,567	193,199	144,368	544,946
26-0097	12/18/2025	Centerline Supply	Signage & Other Supplies	Multiple	69,223	39,603	29,620	100,894
26-0098	12/18/2025	Gexa Energy, LP	Electricity for City Streetlights	Multiple	615,564	655,269	(39,705)	615,565
26-0105	12/22/2025	Brooks Watson & Company	City Financial Audit & Single Audit	10-020-001-6405	60,554	53,031	7,523	60,554
26-0106	12/22/2025	Bojorquez Law Firm, PC	Attorney Services	Multiple	793,528	720,680	72,848	927,047
26-0109	12/23/2025	Tyler Technologies Inc.	ERP Pro Annual Service Cost	Multiple	117,383	117,383	-	117,383
26-0114	12/30/2025	The Chapman Firm PLLC	Special Counsel Brooklands Construct Defect	10-010-003-6401	66,958	7,550	59,408	840,042
26-0116	12/31/2025	Yellowstone Landscape	Mowing Services	10-040-060-6403	393,000	325,494	67,506	414,143
26-0120	12/31/2025	Verizon Wireless	City Cell phone services	Multiple	150,650	146,527	4,123	150,650
26-0123	1/5/2026	Tack Development, Ltd.	Sales Tax reimbursement	10-5007	767,446	544,011	223,435	1,200,000
26-0133	1/6/2026	SHI-Government Solutions	Microsoft Licenses	10-060-030-6412	116,144	116,144	-	441,023
26-0137	1/21/2026	Buckeye Telesystem Inc.	City-wide Internet services	10-060-030-6413	81,897	74,056	7,841	306,577
26-0142	1/26/2026	Williamson County & Cities Health District	Outside Agency Funding	10-010-002-6606	100,243	100,253	(10)	100,243
26-0171	2/18/2026	TML Intergovernmental Risk	Citywide insurance coverages	Multiple	483,884	483,884	-	483,884
26-0179	2/26/2026	ValleyView Consulting,LLC	2nd Year Investment advisory services	10-020-001-6405	75,000	45,230	29,770	155,752
26-0194	3/18/2026	Williamson County/County Auditor	FY 2026 Dispatch service fees	10-050-001-6413	1,193,089	1,193,089	-	1,245,873
26-0200	4/9/2026	Texas State Technical College	TSTC ILA FY2026 Reimbursement	10-010-002-6562	200,000.00	200,000	-	200,000
26-0201	4/9/2026	D&B Construction Group	Water Meters changeout	50-020-010-6499	112,464.00	117,720	(5,256)	134,464
26-0223	4/17/2026	Recharge Water, LP	TLGC Exempt Wholesale water	50-040-058-6458	3,564,000.00	3,564,000	-	5,300,650
26-0234	5/18/2026	Recharge Water, LP	TLGC Exempt Wholesale water	50-040-058-6458	3,205,646.77	2,917,656	287,991	5,300,650

No blanket purchase orders for August 2026

Authorized and Unissued General Obligation Debt



Historical Bond Election Information

Purpose	Debt Authorized	Amount Authorized	Amount Issued	In Progress	Remaining Unissued
Sewer	Saturday, March 18, 1972	25,000	12,000	-	13,000
Parks and Recreation	Tuesday, November 6, 2018	50,000,000	19,660,000	-	30,340,000 (a)
Total		\$ 50,025,000	\$ 19,672,000	\$ -	\$ 30,353,000

(a) The authorized issuance of \$50,000,000 tax bonds for parks and recreational facilities and other improvements at or integrated into parks and recreational facilities

Schedule provided pursuant to the City's fiscal and budgetary policy adopted in September of 2023

AGENDA ITEM REPORT

9.6.



To: City Council
Subject: Consider resolutions to submit to the TML Annual conference relating to allowing mixed beverage sales taxes to be included in Municipal Utility District Strategic Partnership Agreements; Amendments to Local Option Liquor state law to allow a city to call a Local Option Liquor Election; and beneficial amendments to state law relating to emergency services districts. (Legal)
Meeting: Thursday, September 17, 2026
Department: Legal /
Staff Contact: Dottie Palumbo

ITEM SUMMARY:

These resolutions to present at the Texas Municipal League annual conference were requested by City Council.

STAFF RECOMMENDATION:

FISCAL NOTES:

There is no fiscal impact for this item.

ATTACHMENTS:

1. 2026 Cover Sheet Local Option Liquor Elections 9.16.26
2. Hutto TML Annual Conference resolution 2026 Local Option Liquor Elections 9.16.26
3. 20260909_Hutto_TML 2026 Cover Sheet Mix Bev. Tax
4. 20260909_Hutto_TML 2026 Res. Mix Bev. Tax
5. Hutto TML Annual Conference resolution 2026 ESD 9.16.26
6. TML 2026 Cover Sheet Amendments to Emergency Service Districts 9.16.26

2026
TML RESOLUTION COVER SHEET

Sponsoring Entity (City, TML Affiliate, and/or TML Region): City of Hutto, Texas

Brief Background: The Texas Alcoholic Beverage Code allows Local Option elections to be initiated by a petition from residents and ordered by a local governing body. The election must be conducted in accordance with the Texas Election Code

What the Resolution is Intended to Accomplish: Allow a city council to order a Local Option Liquor Election in accordance with the Texas Election Code to add annexed areas for full or limited purposes to the sale of alcoholic beverages by request of area landowner or by the City of the area annexed is owned by the City.

How the Resolution is City-Related/How it Addresses a Municipal Issue: Many cities have annexed areas that do not allow the sale of alcoholic beverages after the Local Option Election.

Statewide Importance: Would allow a City to call an election to allow the sale of alcoholic beverages in areas annexed after the Local Option Election.

Submitted By: **Name:** Mike Snyder

Title: Mayor

City, TML Affiliate or TML Region: TML Region 10

Email: mike.snyder@huttogov.tx

RESOLUTION NO. R-2026-

**A RESOLUTION OF THE CITY OF HUTTO, TEXAS,
REQUESTING SUPPORT FOR LEGISLATION RELATING
TO ALLOWING A CITY TO CALL A LOCAL OPTION
ELECTION FOR NEWLY ANNEXED AREAS; PROVIDING
PROPER NOTICE & MEETING, AND PROVIDING AN
EFFECTIVE DATE.**

WHEREAS, the City Council desires to submit this resolution at the 2026 TML Annual Conference in San Antonio to amend state law relating to allowing a City to call a Local Option Liquor Election in newly annexed areas.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS, THAT:

Section 1: The findings set forth in the recitals of this Resolution are hereby found to be true and correct and are hereby adopted as findings of the City Council and are incorporated into the body of this Resolution as if fully set forth herein.

Section 2: That the Texas Municipal League support amendments in state law to allow a City to call a Local Option Liquor Election in newly annexed areas by

Adding Section 251.728 to the Texas Alcoholic Beverage Code to allow a City to call an election for the change of status for the sale of alcoholic beverage code for territory annexed **for full or limited purposes** or owned by municipalities on the request of the area's land owner.

Section 3: That the Hutto City Council hereby approves and authorizes the Mayor to submit this resolution at the 2026 TML Annual Conference in San Antonio.

Section 4: The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 5. This Resolution shall take effect immediately upon its passage.

RESOLVED this 17th day of September, 2026.

Mike Snyder, Mayor

ATTEST:

Laura Hallmark, City Secretary

2026
TML RESOLUTION COVER SHEET

Sponsoring Entity (City, TML Affiliate, and/or TML Region): City of Hutto, Texas

Brief Background: Support legislation to amend Chapter 43 of the Texas Local Government Code to permit cities to include the collection of mixed beverage sales taxes in a strategic partnership agreement for the limited purpose annexation of property within a special district.

What the Resolution is Intended to Accomplish: To allow cities to capture the revenue of mixed beverage taxable activity within an area that is annexed for limited purposes in a strategic partnership agreement.

How the Resolution is City-Related/How it Addresses a Municipal Issue: Cities can have a significant economic interest in property subject to a strategic partnership agreement. An amendment to permit collecting mixed beverage sales taxes as a limited purpose would give cities an additional, narrowly tailored option to support legitimate city functions associated with the annexations. This amendment would also give cities another tool for negotiating with property owners and special districts.

Statewide Importance: The amendment would likely encourage more economic development projects for cities across Texas by allowing cities involved in negotiating, planning, and providing services related to limited purpose annexations in strategic partnership agreements another mechanism to participate in the revenue generated by the fruits of those annexations.

Submitted By: **Name:** Mike Snyder

Title: Mayor

City, TML Affiliate, or TML Region: City of Hutto, Texas

Email: Mike.Snyder@HuttoTX.gov

RESOLUTION NO. R-2026-

**A RESOLUTION OF THE CITY OF HUTTO, TEXAS,
REQUESTING SUPPORT FOR LEGISLATION AMENDING
CHAPTER 43 OF THE TEXAS LOCAL GOVERNMENT
CODE TO ALLOW THE COLLECTION OF MIXED
BEVERAGE SALES TAXES AS A VALID LIMITED
PURPOSE FOR LIMITED PURPOSE ANNEXATIONS
UNDER STRATEGIC PARTNERSHIP AGREEMENTS;
PROVIDING PROPER NOTICE & MEETING, AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Hutto, Texas (the “City Council”) desires to submit this Resolution at the 2026 Texas Municipal League Annual Conference in San Antonio, Texas, to amend Chapter 43 of the Texas Local Government Code to specifically provide that the collection of mixed beverage sales taxes is a valid limited purpose for limited purpose annexations of property subject to strategic partnership agreements between cities and special districts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS, THAT:

Section 1: The findings set forth in the recitals of this Resolution are hereby found to be true and correct and are hereby adopted as findings of the City Council and are incorporated into the body of this Resolution as if fully set forth herein.

Section 2: The Texas Municipal League support amendments in state law so that cities can collect mixed beverage sales taxes as a limited purpose annexation under strategic partnership agreements with special districts:

1. Local Government Code, Chapter 43, Section 43.0751, subsection (k) be amended to read as follows:

A municipality that has annexed all or part of a district for limited purposes under this section may impose a sales and use tax or a mixed beverage sales tax within the boundaries of the part of the district that is annexed for limited purposes. Except to the extent it is inconsistent with this section, Chapter 321, Tax Code, governs the imposition, computation, administration, governance, and abolition of the sales and use tax and/or mixed beverage sales tax.

Section 3: The City Council hereby approves and authorizes the Mayor to submit this Resolution for consideration at the 2026 Texas Municipal League Annual Conference in San Antonio, Texas.

Section 4: The City Council hereby finds and declares that written notice of the

date, hour, place and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 5. This Resolution shall take effect immediately upon its passage.

PASSED AND APPROVED by the CITY COUNCIL of the CITY OF HUTTO, on the 17th day of September 2026, on a vote of ____ AYES; ____ NAYS; and ____ ABSTENTIONS.

CITY OF HUTTO, TEXAS:

Mike Snyder, Mayor

ATTEST:

Laura Hallmark, City Secretary

RESOLUTION NO. R-2026-

**A RESOLUTION OF THE CITY OF HUTTO, TEXAS,
REQUESTING SUPPORT FOR LEGISLATION RELATING
TO BENEFICIAL AMENDMENTS TO EMERGENCY
SERVICE DISTRICT STATE LAW; PROVIDING PROPER
NOTICE & MEETING, AND PROVIDING AN EFFECTIVE
DATE.**

WHEREAS, the City Council desires to submit this resolution at the 2026 TML Annual Conference in San Antonio to amend state law relating to Emergency Services Districts

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS, THAT:

Section 1: The findings set forth in the recitals of this Resolution are hereby found to be true and correct and are hereby adopted as findings of the City Council and are incorporated into the body of this Resolution as if fully set forth herein.

Section 2: That the Texas Municipal League supports beneficial amendments in state law for Emergency Services Districts as follows:

1. Adding Section 775.052 (a-1) to the Texas Health & Safety Code to allow a municipality to call an election to remove the ESD from the City if Data Centers are located within the municipality.
2. Adding Section 775.0752 (b-1) to the Texas Health & Safety Code to allow a municipality to call an election to decrease the sales tax collected by the ESD within the City limits.
3. Requiring an ESD to enter into up to a thirty-year sales tax sharing split of 80/20 in a sales and use tax sharing agreement with a city when a city annexes territory located in an ESD and the annexed area has entered into an Economic Development Incentive Agreement with the City.

Section 3: That the Hutto City Council hereby approves and authorizes the Mayor to submit this resolution at the 2026 TML Annual Conference in San Antonio.

Section 4: The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 5. This Resolution shall take effect immediately upon its passage.

AGENDA ITEM REPORT

9.7.



To: City Council
Subject: Consideration and possible action on approving the following City Council meeting minutes: September 3, 2026 Work Session and September 3, 2026 Regular Meeting. (Laura Hallmark)
Meeting: Thursday, September 17, 2026
Department: City Secretary /
Staff Contact: Laura Hallmark

ITEM SUMMARY:

Section 551.021 of the Texas Local Government Code provides as follows:

- (a) A governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.
- (b) The minutes must:
- (1) state the subject of each deliberation; and
 - (2) indicate each vote, order, decisions or other action taken.

In compliance with State Law and to provide access to citizens of the business conducted by the City, minutes are generated for each public meeting of the City Council. Once approved, these minutes are then kept on permanent file in the Office of the City Secretary.

STAFF RECOMMENDATION:

Motion to approve minutes as presented.

FISCAL NOTES:

There is no fiscal impact for this item.

ATTACHMENTS:

1. 9.3.2026 WS DRAFT MINUTES
2. 9.3.2026 DRAFT MINUTES

AGENDA ITEM REPORT

9.7.





City of Hutto

Minutes

City Council Work Session

Thursday, September 3, 2026 at 6:00 PM

Executive Conference Room – 500 W. Live Oak Street

1. CALL SESSION TO ORDER – 6:00 PM

2. ROLL CALL

Members of Council present: Mayor Snyder, Mayor Pro Tem Porterfield, Councilmember Reynolds, Councilmember Thornton (remote), Councilmember Morris, Councilmember Zepeda and Councilmember King

3. PUBLIC COMMENT

There were no comments.

4. OTHER BUSINESS

4.1. Diversity, Equity, Inclusion & Belonging Commission update and budget presentation. (Pulkit Namjoshi, Chair)

Mr. Namjoshi, presented the update and the budget request, which was a decrease from the previous year. Commissioner Musa Fury provided additional information.

Discussion regarding Work Groups processes and programs, community involvement and funding allocations.

There is a companion item on the agenda for the regular session this evening.

4.2. Discussion and possible action related to Work Session topics

There was no action taken.

5. ADJOURNMENT – 6:55 PM

Mike Snyder, Mayor

ATTEST:

Laura Hallmark, City Secretary





City of Hutto

Minutes

City Council Meeting

Thursday, September 3, 2026 at 7:00 PM

City Council Chambers – 500 W. Live Oak Street

1. CALL SESSION TO ORDER – 7:01 PM

2. ROLL CALL

Members of Council present: Mayor Snyder, Mayor Pro Tem Porterfield, Councilmember Reynolds, Councilmember Thornton (remote), Councilmember Morris, Councilmember Zepeda, and Councilmember King

STAFF:

Staff members present: James Earp, City Manager; David Amsler, Assistant City Manager; Dottie Palumbo, Legal Counsel; Nick Angeli, Management Fellow; Alberta Barrett, Finance Director; Christina Bishop, Assistant Finance Director; Eric Carter, Director of Emergency Management; Rick Coronado, Public Works Director; Abby Fenton, Communications Manager; Cheney Gamboa, Director of Economic Development; Laura Hallmark, City Secretary; Dwain Jones, Assistant Police Chief; Howard Koontz, Director of Development Services; Richard Martinez, IT Security Administrator; Kate Moriarty, Executive Director of Administrative Services; Kristin Phillips, Library Director; Kristiana Spencer, Director of Human Resources; Jeff White, Parks and Recreation Director

3. INVOCATION – Arthur Spence from Little Ebenezer Baptist Church

4. PLEDGE OF ALLEGIANCE

5. PROCLAMATIONS

5.1 Library Card Sign-Up Month (Kristin Phillips)

Presented to Hutto Library staff and Morgan Hubbard – Library Advisory Board Chair, who provided additional comments. Kristin Phillips, Library Director, who announced the library received notification today from Texas State Library and Archives Commission that they are an accredited member of the Texas Library System for 2027. This accreditation provides resources for the community including the interlibrary loan program.

6. CITY MANAGER COMMENTS

James Earp, City Manager, made the following announcements:

NEW HIRES:

Elizabeth (Liz) Taylor – Circulation Clerk – Welcome Liz Taylor to their new role as Circulation Clerk at the Hutto Public Library. With prior experience in elementary school libraries and a background in computer information systems, Liz is a Hutto resident. She is particularly excited about supporting literacy and information access for community members of all ages, and hopes to contribute to the City of Hutto by providing excellent service and support in the community she calls home.

7. PUBLIC COMMENT

Mike Fowler

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 Reynolds, to appoint Dana Lively to the Building & Standards Commission – Seat 3. Motion passed 7:0.

Motion by Councilmember Morris, second by Mayor Pro Tem Porterfield, to appoint Dana Lively to the Zoning Board of Adjustment – Alternate Seat 3. Motion passed 7:0.

Motion by Councilmember Zepeda, second by Councilmember Morris, to appoint Jacqueline Coleman to the Library Advisory Board – Seat 4. Motion passed 7:0.

Motion by Councilmember King, second by Councilmember Morris, to reappoint Ed Pride to the Zoning Board of Adjustment – Seat 6. Motion passed 7:0.

Motion by Councilmember King, second by Councilmember Zepeda, to appoint Ebony Adams to the Diversity, Equity, Inclusion & Belonging Commission – Seat 6. Motion passed 7:0.

Motion by Councilmember King, second by Councilmember Morris, to appoint Nicole Boynton to the Building & Standards Commission – Seat 6. Motion passed 7:0.

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

The Fire Safety meeting was canceled. The CIP group has not met. Councilmember Morris discussed attending the WCESD#3 meeting the previous week. Discussion regarding the Comptroller's role in collection and notification of receiving sales tax funds.

This item was taken out of order.

- 11.1 Discussion and possible action regarding the Diversity, Equity, Inclusion and Belonging Commission. (Mayor Snyder)

Mayor Snyder outlined his reasoning for the agenda item. Council discussion regarding the work groups and where there might be gaps; Council sub-committee to work with the Commission; and reasoning for the proposed name change.

Motion by Mayor Snyder, second by Councilmember Morris, to change the name to Community Services Commission, create a Council sub-committee to work with the Commission and bring back recommended changes to the ordinance and the working groups, and at an upcoming meeting change the charge for the Library. Motion passed 4:3 (Porterfield, Zepeda, Thornton).

This item was recalled.

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

Mayor Snyder established a sub-committee for working with the Community Services Commission (DEIB) to include Councilmembers Zepeda, Morris and Thornton.

9. PUBLIC HEARINGS AND RELATED ACTION

- 9.1 Consideration and possible action on Resolution No. R-2026-172 approving the Municipal Services Agreement by and between the City of Hutto and Limmer CO 132 Real Estate, LLC related to the development known as Hutto Limmer Retail. (Howard Koontz)

Howard Koontz, Director of Development Services, presented the information for this item. Mayor Snyder stated properties smaller than 5 acres do not apply to the sales tax sharing agreement with the Williamson County ESD #3.

Motion by Mayor Snyder, second by Councilmember King, to approve the item as presented.

Councilmember King stepped away from the dais.

Motion passed 6:0.

- 9.2 Conduct a public hearing and possible action on Ordinance No. O-2026-043 approving the Annexation of the Hutto Limmer Retail Annexation tract, 4.173 acres, more or less, of land located at the south-east corner of Limmer Loop and CR 132 and the south-west corner of Limmer Loop and Mager Lane and to Establish the Base Zoning of B-2 (General Commercial) zoning district. (Howard Koontz)

Councilmember King returned to the dais.

Mr. Koontz presented the information for this item. The public hearing opened and closed at 8:34 PM with no speakers.

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

- 9.3 Conduct a public hearing and related items in consideration and possible action to approve Ordinance No. O-2026-044 of the City of Hutto, Texas approving and adopting a budget for the City of Hutto for the Fiscal Year beginning October 1, 2026 and ending September 30, 2027 for the City of Hutto, Texas. (Alberta Barrett)

A copy of the City's proposed budget is available and located on the City's home page of its website at: www.huttotx.gov.

Alberta Barrett, Finance Director, along with Kate Moriarty, Executive Director of Administrative Services, presented the information for this item, beginning with the 5-year CIP plan with a focus on 2027.

Motion by Mayor Snyder, second by Councilmember Morris, to move \$55,000 from Pond maintenance in CIP operating fund to the Park Improvement Fund. Motion passed 7:0.

Motion by Mayor Snyder, second by Councilmember Morris, to make the following changes to the CIP 5-year plan:

T4 – not move \$1.150 million to 2027 and keep in 2026

T21a – move \$2.250 million in 2027

T21b (establish project) – move \$1.570 million to 2030

T27 – add to 2027

T46/T79 – reduce cost from \$7.9 million to \$4 million

Motion passed 7:0.

Motion by Mayor Snyder, second by Councilmember Morris, to make the following change to the CIP 5-year plan:

WW16 – scope changed to bypass and reduce from \$29.1 million to \$12.283 million.

Motion passed 7:0.

Motion by Mayor Snyder, second by Councilmember Morris, to approve the Utility Fund and Impact Fee Fund Long-Range budgets as presented. Motion passed 7:0.

The public hearing opened at 9:26 PM and closed at 9:37 PM with the following speaker: Brandon DeLeon.

Motion by Councilmember Morris, second by Mayor Snyder, to approve Ordinance O-2026-044 of the City of Hutto, Texas, adopting the annual budget for the Fiscal Year 2026-2027 beginning October 1, 2026, and ending September 30, 2027, for the City of Hutto, Texas. Motion passed 7:0.

- 9.4 Consideration and possible action on Resolution No. R-2026-173 ratifying the property tax increase reflected in the City of Hutto Fiscal Year 2026-2027 operating budget. (Alberta Barrett)

Ms. Barrett presented the information for this item.

Motion by Mayor Snyder, second by Councilmember King, to to ratify the property tax increase reflected in the budget for fiscal year 2026-2027 of the City of Hutto, Texas. Motion passed 7:0.

- 9.5 Conduct a public hearing and related items in consideration and possible action to approve Ordinance No. O-2026-045 of the City of Hutto, Texas, levying Ad Valorem Taxes for the use and support of the municipal government for the City of Hutto for the Fiscal Year 2026-2027. (Alberta Barrett)

Ms. Barrett presented the information for this item. The public hearing opened and closed at 9:59 PM with no speakers.

Motion by Mayor Snyder, second by Councilmember Morris, that the tax rate will raise more taxes for maintenance and operations than last year's tax rate. The tax rate will effectively be increased by 5.09% and will increase taxes for maintenance and operations on a \$100,000 home by approximately \$13.57. Motion passed 7:0.

10. CONSENT AGENDA ITEMS

- 10.1 Consideration and possible action on Resolution No. R-2026-174 approving supplemental No. 1 in the amount of \$111,512 with Freese and Nichols, Inc., related to civil engineering design services for the CR 132 Widening Project, primarily for the preparation of the preliminary geometric layout and plans, specifications and estimates (PS&E) (CIP T41-2025). (Kate Moriarty)
- 10.3 Consideration and possible action on Resolution No. R-2026-176 accepting the infrastructure improvements for private development known as Lidell Walker Phase 2B, Plat name: Prairie Winds. (Kate Moriarty)
- 10.4 Consideration and possible action on Resolution No. R-2026-177 accepting the infrastructure improvements for private development known as Heritage Mill North Section 1. (Kate Moriarty)
- 10.5 Consideration and possible action on Resolution No. R-2026-178 accepting the infrastructure improvements for the traffic signal at Innovation and Limmer Loop on (CIP T13-2024). (Kate Moriarty)
- 10.6 Consideration and possible action on Resolution No. R-2026-179 accepting the infrastructure improvements for the Hutto Veterans Memorial, Capital Improvement Project (CIP-P06-2024) as public infrastructure. (Kate Moriarty)
- 10.9 Consideration and possible action on approving the following City Council meeting minutes: August 13, 2026 Special meeting, August 20, 2026 Work Session and August 20, 2026 Regular meeting. (Laura Hallmark/Amanda Taylor)

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

The following items were pulled for individual consideration:

- 10.2 Consideration and possible action on Resolution No. R-2026-175 authorizing the City Manager to execute Individual Project Order (IPO) #2 with WSB, in the amount of \$162,000, for Owner's Representative services to support construction project management for City Capital Improvement Program (CIP) projects. (Kate Moriarty)

Ms. Moriarty presented the information for this item.

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

- 10.7 Consideration and possible action on Ordinance No. O-2026-033 adopting the Second Amendment to the Stromberg Planned Unit Development (PUD) Zoning ordinance adopted by ordinance no. 0-2025-047, by allowing for residential, commercial and industrial uses by adding the First Amended development plan with the additional plan labeled as exhibit "B" with an expiration date of January 1, 2030, for the uses allowed by Exhibit "B". (Legal)

Dottie Palumbo, Legal Counsel and Mr. Earp provided information on this item.

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

- 10.8 Consideration and possible action on Resolution No. R-2026-180 approving a negotiated settlement between ATMOS Cities Steering Committee and Atmos Energy Corp., Mid-Tex Division. (David Amsler)

Mr. Earp provided information for this item.

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

11. OTHER BUSINESS

- 11.2 Discussion and possible action on updating the structure, rules and expectations of City Council sub-committees. (Councilmember Zepeda)

Councilmember Zepeda outlined the reasoning for the agenda item. She will upload the proposed changes to the City Council Online Message Board for review and further discussion.

- 11.3 Discussion and update on the requested cost forecast for running a city-owned fire department. (Councilmember Zepeda)

Councilmember Zepeda outlined the reasoning for the agenda item. David Amsler, Assistant City Manager, provided additional information.

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) Sales Tax Sharing Interlocal Agreements and proposed Interlocal Agreement for Fire Services with the Williamson County

Emergency Services District # 3; b) Adam Orgain Restroom Project Defects (CIP P19-2024, IFB No. 2025-060-JW-02); c) Blue Hub Tax Abatement Agreement and process; d) Local Option Liquor Elections; e) Legislative Issues for the Texas 90th Legislative Session affecting the City of Hutto.

- 12.2 Consideration and possible action related to the Senate Bill 2038 petitions, seeking release from the City of Hutto's extraterritorial jurisdiction, by (1) A-A-A Storage Gattis School, LLC for the property located at 4400 Priem Lane, Pflugerville, TX 78660 and, (2) by Ken Fischer, Partner of FREH, LLC for the property located at 204 Benelli Drive, Hutto, TX 78634.
- 12.3 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 Crawford; (c) Project Orchard; (d) Project Colovore ; and (e) Project 107 East St.

In Executive Session at 10:28 PM. Out at 12:08 AM.

13. ACTION RELATIVE TO EXECUTIVE SESSION

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

There was no action.

14. CITY COUNCIL COMMENTS

- 14.1 General Comments from City Council

There were no comments.

- 14.2 Future Agenda Items

Zepeda: City Council sub-committee protocols for the next meeting.

15. ADJOURNMENT – 12:09 AM.

Mike Snyder, Mayor

ATTEST:

Laura Hallmark, City Secretary



AGENDA ITEM REPORT

10.1.



To: City Council
Subject: Discussion and Possible Action on Outside Agency Funding Awards for FY 2027. (Alberta Barrett)
Meeting: Thursday, September 17, 2026
Department: Finance /
Staff Contact: Alberta Barrett

ITEM SUMMARY:

At the August 20th, 2026 City Council Work Session, Council discussed the FY 2027 awards for the Outside Agency Program. In addition to the budgeted funding for the Williamson County Children's Advocacy Center, Williamson County Cities Health District, and Williamson County Crisis Center, the following recommendations were made:

<u>Agency</u>	<u>Funding Amount</u>
American Legion	\$10,000
CASA of Williamson County	\$10,000
Hutto Discovery - Weekend Lunchbox	\$4,000
Hutto Lutheran Church - Feeding the 5000	\$30,000
Sandbox at Madeline's Place	\$30,000
YMCA - Annual Campaign	\$10,000
YMCA - Senior Services	\$5,000
Hutto Resource Center	Outstanding
Sacred Heart Community Clinic	Outstanding
Community Services Building Fund	Outstanding

Total available funding for these discretionary awards is \$210,443. The outstanding items at the conclusion of the workshop were:

AGENDA ITEM REPORT

10.1.



- Determining if Hutto Resource Center would be able to operate with a \$60,000 award instead of the requested \$75,000 award
- Determining potential funding for Sacred Heart Community Clinic in the amount of \$11,443
- The remaining amount available to be placed in a Community Services Building Fund

Staff is requesting Council approval of final awards so that agreements may be brought forward for Council approval at an October meeting.

STAFF RECOMMENDATION:

Staff recommends final approval of Outside Agency Funding amounts

FISCAL NOTES:

The final award of the Outside Agency requests will align with the \$210,443 included in the FY 2027 Budget.

ATTACHMENTS:

None

AGENDA ITEM REPORT

10.4.



To: City Council
Subject: Discussion and possible action on Fiscal Year 2027 Hotel Occupancy Tax (HOT) Funding Applications. (David Amsler)
Meeting: Thursday, September 17, 2026
Department: City Manager /
Staff Contact: David Amsler

ITEM SUMMARY:

Council will hold a Work Session prior to the regular meeting to review the Hotel Occupancy Tax (HOT) Fund applications and discuss the requested funding amounts. This item is included on the regular meeting agenda to allow Council to take formal action on the applications following that discussion.

STAFF RECOMMENDATION:

Staff recommends Council approve the HOT Fund applications and associated funding amounts as determined by City Council during the Work Session.

FISCAL NOTES:

The funds proposed and approved will be allocated from the Hotel Occupancy Tax (HOT) Fund, as appropriate.

ATTACHMENTS:

None