



City of Hutto

Agenda

Special City Council Meeting

Monday, March 30, 2020 at 6:00 PM

City Council Chambers

In accordance with the Texas Open Meetings Act this meeting agenda is posted for public information, continuously, for at least 72 hours prior to the scheduled time of the meeting on the bulletin board located on the exterior wall of the City Hall building at 500 West Live Oak, Hutto, Texas. This meeting agenda is also accessible via the Internet at www.huttotx.gov.

Page

1. CALL SESSION TO ORDER

2. ROLL CALL

3. INVOCATION

4. PLEDGE OF ALLEGIANCE

5. PROCLAMATIONS

6. CITY COUNCIL COMMENETS

6.1. General Comments from City Council

7. PUBLIC COMMENT

On March 16, 2020, Texas Governor Greg Abbott temporarily suspended certain requirements within the Texas Open Meetings Act (TOMA) to help reduce the potential transmission of COVID-19. These provisions relate to the public health pandemic emergency. The City will begin using email for Special Called City Council meeting on March 30, 2020. The following guidelines will be used to allow the public to provide public comment in accordance with the Open Meetings Act and have been modified for the purpose of the City Council's meetings held by livestream.

Participation by members of the public in open meetings of the City Council is welcomed and encouraged. To produce the most efficient and effective process for allowing constituents to address the City Council, The Hutto City Council accepts public comments in accordance with State Law and the following Guidelines for Participating in Public Meetings, which have been adjusted due to the use of livestream and emailed public comment during the COVID-19 pandemic emergency:

- To submit written comments, email comments@HuttoTx.gov

8. CITY MANAGER COMMENTS

- 8.1. Acceptance and filing of the 2018-2019 Comprehensive Annual Financial Reports and Audit as required by law (see www.comptroller.texas.gov). - (Michel Sorrell) 4

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9. CONSENT AGENDA ITEMS

10. ORDINANCES

11. OTHER BUSINESS

- 11.1. Consideration and possible action on videoconferencing for City meetings and establishing procedures for Call-in. 5 - 8

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- 11.2. Consideration and possible action to postpone the May 2020 Election. 9 - 11

[Hutto Postpone Election Ordinance Final 3 27.20](#)

- 11.3. Consideration and possible action on City of Hutto operations budget including but not limited to:

2020 Budget

Current Financials

Financing Options from FA

Stimulus Package for Furloughed Employees

Suspending City Council Pay for Six Months

Contracts and/or Agreements Suspension

12. EXECUTIVE SESSION

The City Council may convene into Executive Session pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) of the Texas Government Code (Texas Disaster Act)

12.1.

- Receive legal advice pursuant to Texas Government Code Section 551.071 concerning any posted agenda item.

13. ACTION RELATIVE TO EXECUTIVE SESSION

13.1. Reconvene in regular session and take any action necessary pursuant to executive session.

14. ADJOURNMENT

Special City Council

AGENDA ITEM REPORT



To: Special City Council

Subject: Consideration and possible action on a resolution to accept the 2018-2019 Comprehensive Annual Financial Reports and Audit (Michel Sorrell)

Meeting: Special City Council - 30 Mar 2020

Department: Finance

Staff Contact: Michel Sorrell

BACKGROUND INFORMATION:

Section 8.14 of the City of Hutto Charter requires the City Council to have a Certified Public Accountant conduct an independent audit of all accounts of the City at the close of the fiscal year, or as necessary. The City Council approved a resolution on August 2, 2018, to engage Whitley Penn, LLP for the City's independent financial audit for the fiscal year September 30, 2018. A renewal engagement letter was signed on July 18, 2019 for the City's independent financial audit for the fiscal year ending September 30, 2019.

FINANCIAL IMPACT:

The year-end audit and resulting financial statements provide timely information about the City's net position. The Comprehensive Annual Financial Report is provided to the City's creditors and rating agencies in order to maintain the City's good credit rating.

RECOMMENDATION:

Staff recommends consideration and possible action on a resolution concerning the 2018-2019 Comprehensive Annual Financial Report and Audit.

Special City Council

AGENDA ITEM REPORT



To: City Council

Subject: Consideration and possible action on videoconferencing for City meetings and establishing procedures for Call-in.

Meeting: Special City Council - 30 Mar 2020

Department: City Secretary

Staff Contact: Stacy Schmitt Interim City Secretary

BACKGROUND INFORMATION:

On March 16, 2020, Texas Governor Greg Abbott temporarily suspended certain requirements within the Texas Open Meetings Act (TOMA) to help reduce the potential transmission of COVID-19. These provisions relate to the public health pandemic emergency.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

Texas Open Meetings Act

ATTACHMENTS:

[Hutto Postpone Election Ordinance Final 3 27.20](#)

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS POSTPONING THE MAY 2, 2020 GENERAL ELECTION FOR MUNICIPAL OFFICERS UNTIL NOVEMBER 3, 2020; AND PROVIDING FOR OTHER RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, a general election has been previously ordered to be held on May 2, 2020 for the purposes of electing Council Member Places 1 and 4 for the City of Hutto, Texas; and

WHEREAS, on March 13, 2020 the Governor of the State of Texas declared a state of disaster for all counties in the State of Texas arising out of the COVID-19 pandemic; and

WHEREAS, in response to the COVID-19 pandemic on March 18, 2020 the Governor of Texas did issue a proclamation authorizing all political subdivisions that would otherwise hold general election on May 2, 2020 to move their general election for 2020 only to the November 3, 2020 uniform election date; and

WHEREAS, it is necessary to postpone the May 2 general election for municipal officers to November 3, 2020 in order to minimize gatherings of persons at candidate forums and polling places in order to maintain social distancing and reduce the possibility of transmission of the COVID-19 virus; and

WHEREAS, Since the Governor has authorized the postponement, Williamson County Elections Administrator Chris Davis notified the City that Williamson County Elections Department will not be conducting a May 2, 2020 election for any political subdivision and asked that the City postpone the May 2, 2020 election until the Nov. 3, 2020 election; and

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

SECTION I.

That the findings set forth, above, are incorporated into the body of this Order as if fully set forth, herein.

SECTION II.

Pursuant to the authority granted by the Proclamation of the Governor of the State of Texas issued on March 18, 2020 the May 2, 2020 general election for Council Members for Place 1 and Place 4 for the City of Hutto, Texas is moved to November 3, 2020.

SECTION III.

All candidate filings for the May 2, 2020 general election remain valid for the November 3, 2020 uniform election date and the candidate filing period will not be reopened for the November 3, 2020 election date.

SECTION IV.

All absentee ballot by mail (ABBM) applications for voters that are voting by mail due to being over the age of 65 or due to disability will remain valid for the November 3, 2020 election but no ABBM application based on an expected absence from the county on May 2, 2020 shall be valid for the November 3 elections.

SECTION V.

The voter registration deadline for the November 3 elections shall be October 5, 2020. The deadline to submit applications for ballot by mail (ABBM) shall be October 23, 2020. Early voting for the November 3 elections shall be conducted during the period from October 19 to October 30, 2020.

SECTION VI.

On or before August 17, 2020 the City Council shall make such other and further revisions to the orders for the May 2 elections as are necessary to conform to the schedule for the November 3 election date.

SECTION VIII. Severability Clause

If any subsection, sentence, clause, phrase, or word of this Ordinance or any application of it to any person, structure, gathering, or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such decision will not affect the validity of the remaining portions or applications of this Ordinance and those provisions or applications shall remain in full force and effect.

SECTION IX. Publication Clause

The City Secretary of the City of Hutto is hereby authorized and directed to publish the caption of this ordinance in the manner and for the length of time prescribed by law.

SECTION X. Repealing Clause

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

SECTION XI. Open Meetings Clause

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 XII. Effective Date

This ordinance shall take effect immediately upon its passage allowed by law.

THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

ATTEST:

Stacy Schmitt, City Secretary

(SEAL)

READ and APPROVED on first reading on the **30th** day of **March**, 2020, at a meeting of the City Council of the City of Hutto, Texas at which a quorum was present and for which due notice was given pursuant to Section 551.00, et. seq., of the Texas Government Code as allowed by **Sec. 3.14 Emergency Ordinances of the City Charter of the City of Hutto, Texas.**

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THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

ATTEST:

Stacy Schmitt, City Secretary

(SEAL)

READ and APPROVED on first reading on the **30th** day of **March**, 2020, at a meeting of the City Council of the City of Hutto, Texas at which a quorum was present and for which due notice was given pursuant to Section 551.00, et. seq., of the Texas Government Code as allowed by **Sec. 3.14 Emergency Ordinances of the City Charter of the City of Hutto, Texas.**