



CITY COUNCIL REGULAR MEETING

June 3, 2024 at 7:00 PM

Hewitt City Hall, 200 Patriot Court, Hewitt, TX 76643

AGENDA

Steve Fortenberry, Mayor: Ward 3, – **Erica Bruce**, Mayor Pro Tem: Ward 3
Michael S. Bancale, Council Member: At-Large – **Johnny Stephens**, Council Member: Ward 1
Bob Potter, Council Member: Ward 2 – **Brad Turner**, Council Member: Ward 1
Vacant Seat, Council Member: Ward 2

The meeting will be streamed live on the city's website at www.cityofhewitt.com/790/Hewitt-TX-TV.

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members will be physically present at the location noted above on this agenda.

REGULAR MEETING - 7:00 PM

DECLARATION OF A QUORUM AND CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

The City Council invites citizens to speak on any topic not already scheduled for a public hearing. The Texas Open Meetings Act prohibits the Council from discussing, responding to, or acting on any comments or items not properly posted on the agenda. (Note: Members of the public who wish to speak must complete a "Public Comment Form" and present it to the City Secretary before the meeting.)

SPECIAL PRESENTATION(S) AND RECOGNITION(S)

1. Recognition of HR Director Jessica Higgins on being the recipient of the Human Resources Impact Award of Honor at the TMHRA Annual Conference in Denton, Texas, on May 8, 2024.

REGULAR AGENDA ITEMS

2. Approval of minutes for the City Council Regular Meeting held May 20, 2024.

3. Presentation of the report from City Engineer Miles Whitney, P.E.
 - Update on pending utility projects.
 - Update on pending street projects.
 - Update on pending drainage projects.
4. Discussion and update regarding wastewater flows and capacity demands between the Central Wastewater Treatment Plant and the Bullhide Wastewater Treatment Plant. Including estimated costs and potential financing.
5. Briefing and discussion concerning Council priorities for budget preparation.

ADJOURNMENT

I certify that the above notice of meeting was posted on the Public Notice Board located in front of City Hall on **May 29, 2024**, by **5:00 PM**.

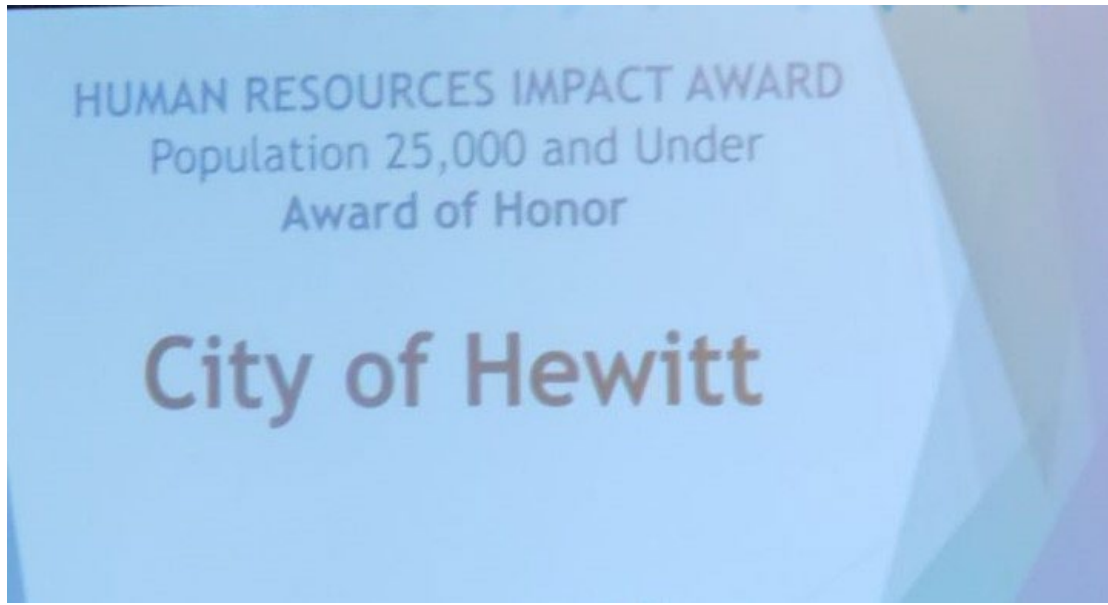
CITY OF HEWITT

for Lydia Lopez by Wanda Brooks _____

Lydia Lopez, TRMC/CMC

City Secretary

In compliance with the Americans with Disabilities Act, the City of Hewitt will provide reasonable accommodations for persons attending and/or participating in City Council meetings. The facility is wheelchair accessible, with accessible parking available at the front of the building. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting by calling the City Secretary at 254.296.5602 or by fax at 254.666.6014.





COUNCIL AGENDA ITEM FORM

MEETING DATE: June 3, 2024

AGENDA ITEM #: 2.

SUBMITTED BY: Wanda Brooks, Administrative Assistant to the City Manager

ITEM DESCRIPTION:

Approval of minutes for the City Council Regular Meeting held May 20, 2024.

STAFF RECOMMENDATION/ITEM SUMMARY:

Attached is a copy of the meeting minutes. Please review and advise if any corrections are needed.

FISCAL IMPACT:

Amount Budgeted - NA
Line Item in Budget - NA

SUGGESTED MOTION:

I move approval of the minutes as presented.

ATTACHMENTS:

1. Minutes - May 20, 2024 CC Mtg



CITY COUNCIL REGULAR MEETING

May 20, 2024 at 7:00 PM

Hewitt City Hall, 200 Patriot Court, Hewitt, TX 76643

MINUTES

Steve Fortenberry, Mayor, Ward 3

Erica Bruce, Mayor Pro Tem, Ward 3 – **Michael S. Bancale**, Council Member, At-Large

Johnny Stephens, Council Member, Ward 1 – **Johnny Price**, Council Member, Ward 2

Bob Potter, Council Member, Ward 2 – **Brad Turner**, Council Member, Ward 1

REGULAR MEETING - 7:00 PM

DECLARATION OF A QUORUM AND CALL TO ORDER

Mayor Steve Fortenberry called the Regular Meeting to order at 7:00 PM, announced all members were present, and declared a quorum.

PLEDGE OF ALLEGIANCE

Mayor Steve Fortenberry led the Pledge of Allegiance.

PUBLIC COMMENTS

The City Council invites citizens to speak on any topic not already scheduled for a public hearing. The Texas Open Meetings Act prohibits the Council from discussing, responding to, or acting on any comments or items not properly posted on the agenda. (Note: Members of the public who wish to speak must complete a "Public Comment Form" and present it to the City Secretary before the meeting.)

Mayor Fortenberry read the statement above and asked if any public comment forms had been received. There were none.

SPECIAL PRESENTATION(S) AND RECOGNITION(S)

1. Recognition of departing council member Johnny Price.

City Manager Bo Thomas presented a plaque to departing council member Johnny Price and expressed appreciation for his service on behalf of the City Council and staff. Mayor Fortenberry invited Mr. Price to share comments. Mr. Price expressed his appreciation and shared that it had been an honor serving on a great council.

2. Oath of Office Swearing-in for Steve Fortenberry and Johnny Stephens.

The oath of office was administered to the following officials: Steve Fortenberry and Johnny Stephens.

Mayor Steve Fortenberry recessed the regular meeting to enter into executive session at 7:07 PM.

EXECUTIVE SESSION: Notice is given that a closed meeting will be held pursuant to Section 551.074 of the Texas Government Code (V.T.C.A.) so that the Council may discuss personnel matters regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

3.
 - a. Organization of new City Council - Mayor, Mayor Pro Tem
 - b. Council Vacancy - Ward 1

RECONVENE REGULAR MEETING

Mayor Fortenberry reconvened the regular meeting at 7:53 PM.

4. Discussion and possible action concerning Executive Session items if any.

- a. Organization of new City Council - Mayor, Mayor Pro Tem

MOTION: Council Member Erica Bruce moved to nominate Steve Fortenberry as Mayor.

SECOND: Council Member Bob Potter

AYES: Potter, Stephens, Turner, Bruce, Fortenberry, and Bancalé

NAYES: None

ABSENT: None

MOTION PASSED.

MOTION: Council Member Johnny Stephens moved to nominate Erica Bruce as Mayor Pro Tem.

SECOND: Council Member Brad Turner

AYES: Potter, Stephens, Turner, Fortenberry, and Bancalé

NAYES: None

ABSTAINED: Bruce

ABSENT: None

MOTION PASSED.

- b. Council Vacancy - Ward 1 - ***No Action Taken***

REGULAR AGENDA ITEMS

5. Approval of minutes for the City Council Workshop/Regular Meeting held May 6, 2024.
MOTION: Mayor Pro Tem Erica Bruce moved approval of the minutes as presented.
SECOND: Council Member Bob Potter
AYES: Turner, Stephens, Bancale, Potter, Bruce, and Fortenberry
NAYES:
ABSENT:
MOTION PASSED.
6. Briefing and discussion concerning Financial Statements ending April 30, 2024.
City Manager Bo Thomas advised that Finance Director Lee Garcia previously sent the April Financial Statements electronically on May 3, 2024 for review. Council raised no questions or concerns.
7. Discussion and possible action on an appointment to the Parks and Beautification Committee.
City Manager Bo Thomas presented the application of Richard Driver to the council for appointment to the Parks and Beautification Committee. Council Member Brad Turner shared that Mr. Driver would be a great addition to the Committee.
MOTION: Council Member Brad Turner moved approval to appoint Richard Driver to the Parks and Beautification Committee with a term expiring in December 2024.
SECOND: Mayor Pro Tem Erica Bruce
AYES: Turner, Stephens, Bancale, Potter, Bruce, and Fortenberry
NAYES:
ABSENT:
MOTION PASSED.
8. Discussion and possible action concerning the appointment of a member to seat two (2) with McLennan County 9-1-1 Emergency Assistance District.
City Manager Bo Thomas presented the ballot for seat two (2) with McLennan County 9-1-1 Emergency Assistance District.
MOTION: Mayor Pro Tem Erica Bruce moved to cast Hewitt's vote in favor of Jim Devlin to the McLennan County 9-1-1 Emergency Assistance District.
SECOND: Council Member Johnny Stephens
AYES: Turner, Stephens, Bancale, Potter, Bruce, and Fortenberry
NAYES:
ABSENT:
MOTION PASSED.

9. Discussion and possible action concerning the Reimbursement Agreement Preliminary Engineering Services with Union Pacific Railroad Company, granting the City Manager the authority to execute all documents pertaining to the agreement.

City Manager Bo Thomas presented.

MOTION: Council Member Bob Potter moved approval of the Reimbursement Agreement Preliminary Engineering Services with Union Pacific Railroad Company, granting the City Manager the authority to execute all documents pertaining to the agreement.

SECOND: Mayor Pro Tem Erica Bruce

AYES: Turner, Stephens, Bancale, Potter, Bruce, and Fortenberry

NAYES:

ABSENT:

MOTION PASSED.

10. Briefing and discussion concerning Council priorities for budget preparation.

City Manager Bo Thomas asked the Council to communicate any budget priorities as of now and to share that council would see this item for the next couple of meetings.

ADJOURNMENT

Mayor Fortenberry adjourned the meeting at 8:08

Approved: _____

ATTEST:

Lydia Lopez, City Secretary

Steve Fortenberry, Mayor



COUNCIL AGENDA ITEM FORM

MEETING DATE: June 3, 2024

AGENDA ITEM #: 3.

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Presentation of the report from City Engineer Miles Whitney, P.E.

Update on pending utility projects.

Update on pending street projects.

Update on pending drainage projects.

STAFF RECOMMENDATION/ITEM SUMMARY:

The City Engineer will present and answer any questions regarding the Engineer's Report.

FISCAL IMPACT:

Amount Budgeted - NA

Line Item in Budget - NA

SUGGESTED MOTION:

No action required.

ATTACHMENTS:

1. Hewitt-PR-5.24.24.24

HEWITT TEXAS

CITY ENGINEER'S REPORT

May 24, 2024

Utility Projects

Chaparral, Crescent, and Will Boleman

Utilities are complete.

Commerce Park Plant Improvements

- Well
The contractor is taking corrective actions to finish the well.
- Plant
 - The contractor has been notified of some delays that have occurred to the well project, and schedules will be adjusted accordingly.

Street/Transportation Projects

Chaparral, Crescent, and Will Boleman

- The contractor has been laying the final course of paving. Due to groundwater saturation in the area, some spots are being reworked to include some subgrade stabilization. This work is being performed when weather as allowed.

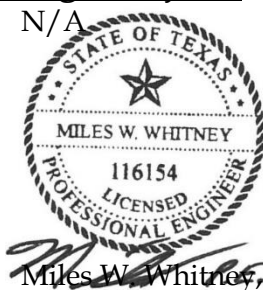
E. Wall and Briarfield

To finalize plans.

Drainage Projects

N/A

By:



Miles W. Whitney, P.E.

Note: All dates are approximate and subject to change.



COUNCIL AGENDA ITEM FORM

MEETING DATE: June 3, 2024

AGENDA ITEM #: 4.

SUBMITTED BY: Bo Thomas , City Manager

ITEM DESCRIPTION:

Discussion and update regarding wastewater flows and capacity demands between the Central Wastewater Treatment Plant and the Bullhide Wastewater Treatment Plant. Including estimated costs and potential financing.

STAFF RECOMMENDATION/ITEM SUMMARY:

As Hewitt continues to grow, the need to access and monitor wastewater treatment capacity, wastewater flow, and future expansion costs becomes critical. Hewitt has been working with Waco for possible future capacity at Bullhide WWTP but due to anticipated construction costs, repayment of improvements, and length of financing, another option may be desirable, even though it may not be as operationally efficient.

FISCAL IMPACT:

Amount Budgeted - NA
Line Item in Budget - NA

SUGGESTED MOTION:

NA

ATTACHMENTS:

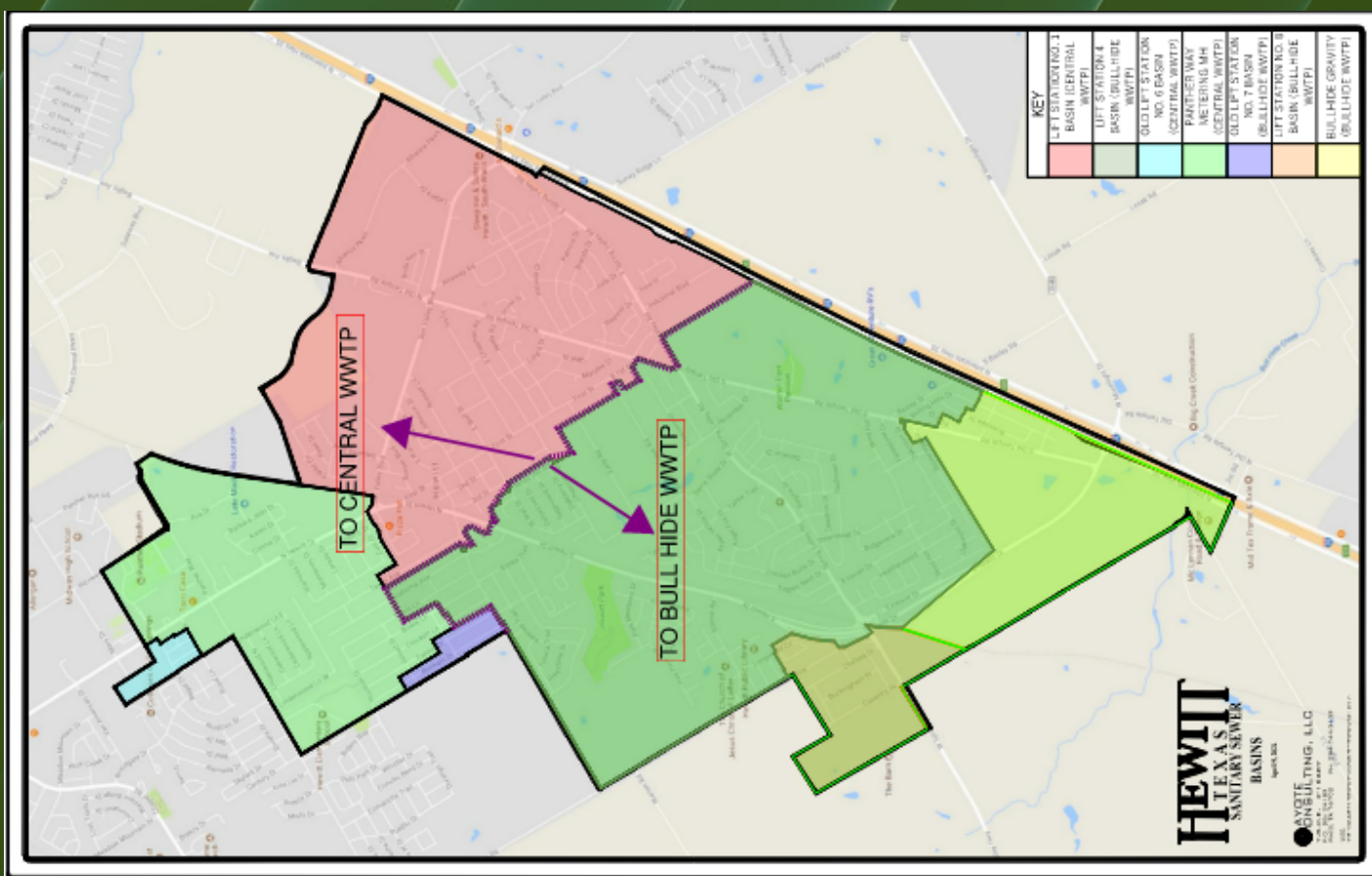
1. City of Hewitt Lift Station Flow Options
2. HEWITT_2025_CO_PROFORMA \$7MM

CITY OF HEWITT

Lift Station No. 4 Flow Options

HEWITT EXISTING SEWER BASINS

- Area to City of Waco's Central WWTP
- +/- 1,943
- Area to City of Waco's Bull Hide WWTP
- +/- 2,357 AC.



WHOLESALE WASTEWATER CONTRACT

EXHIBIT A

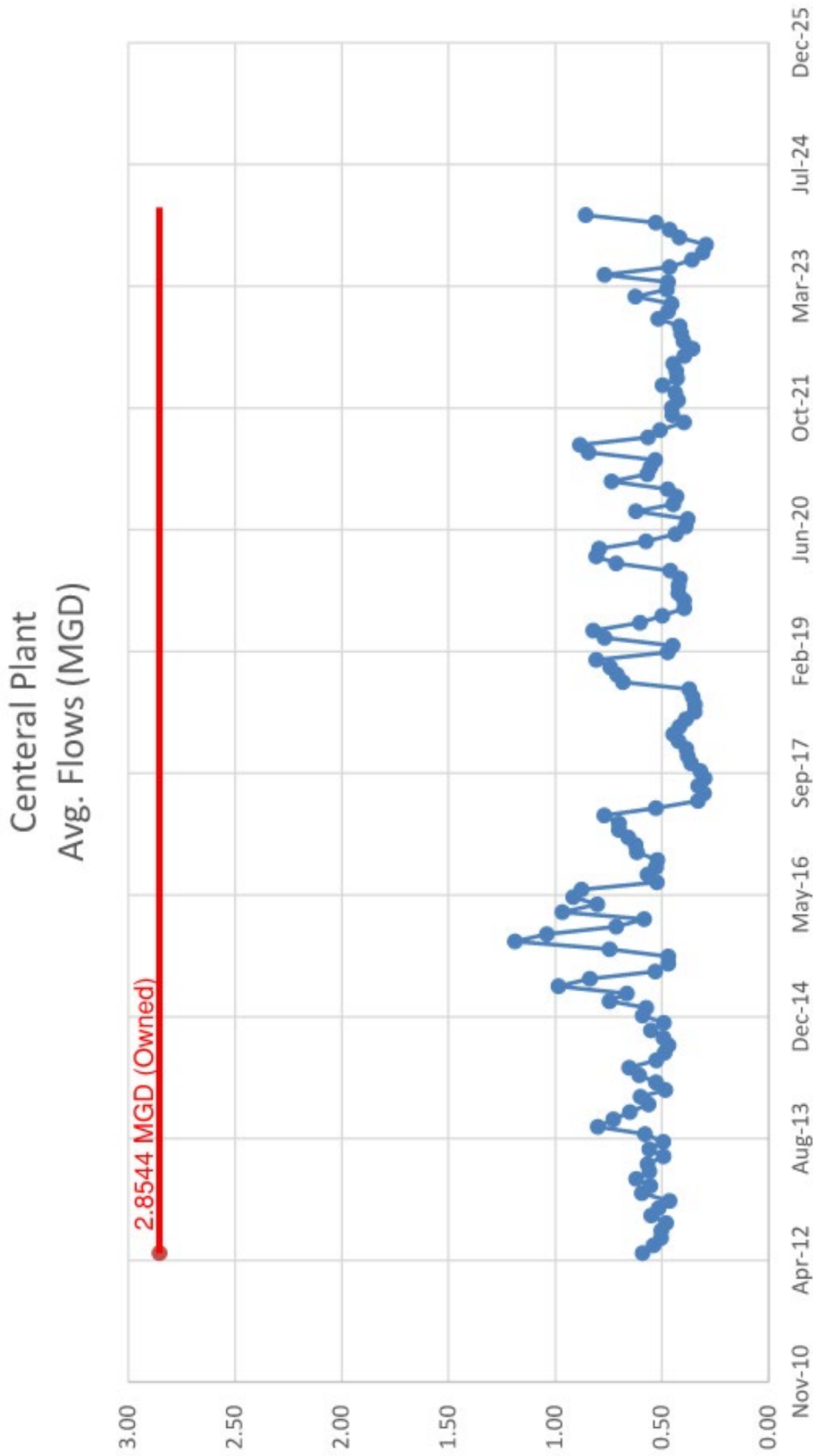
Wastewater Treatment Capacities (in MGD)
as of Effective Date of Contract

<u>City</u>	<u>Central Plant</u>
Bellmead	2.3083
Hewitt	2.8544
Lacy Lakeview	1.0546
Lorena	0.0000
Robinson	1.5711
Waco	34.5416
Woodway	2.6700
TOTAL	45.0000

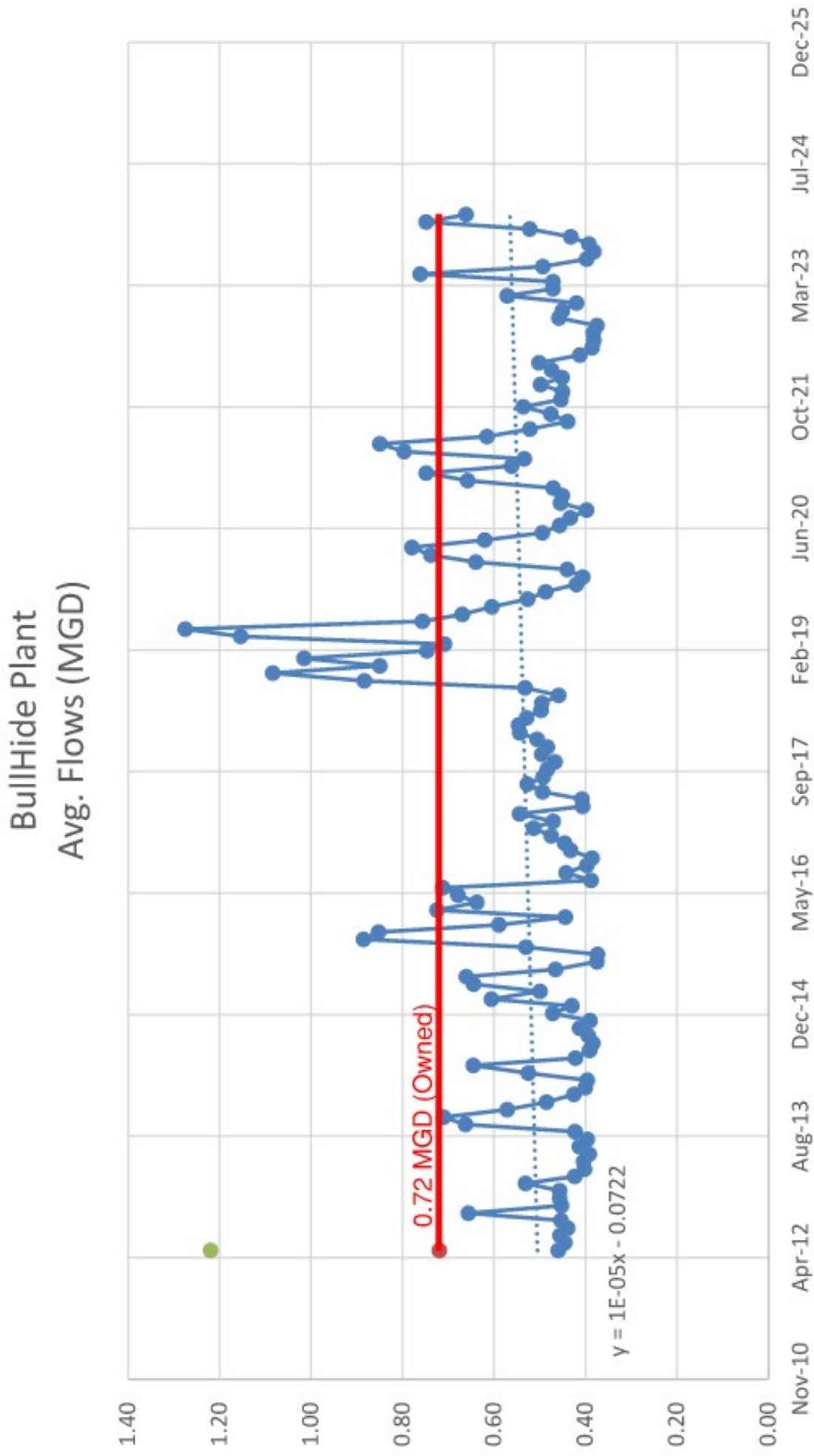
<u>City</u>	<u>Bullhide</u>
Bellmead	0.0000
Hewitt	0.7200
Lacy Lakeview	0.0000
Lorena	0.3200
Robinson	0.0000
Waco	0.4600
Woodway	0.0000
TOTAL	1.5000

HEWITT'S
CONTRACTED
CAPACITIES PER
EXISTING CONTRACT
WITH THE CITY OF
WACO.

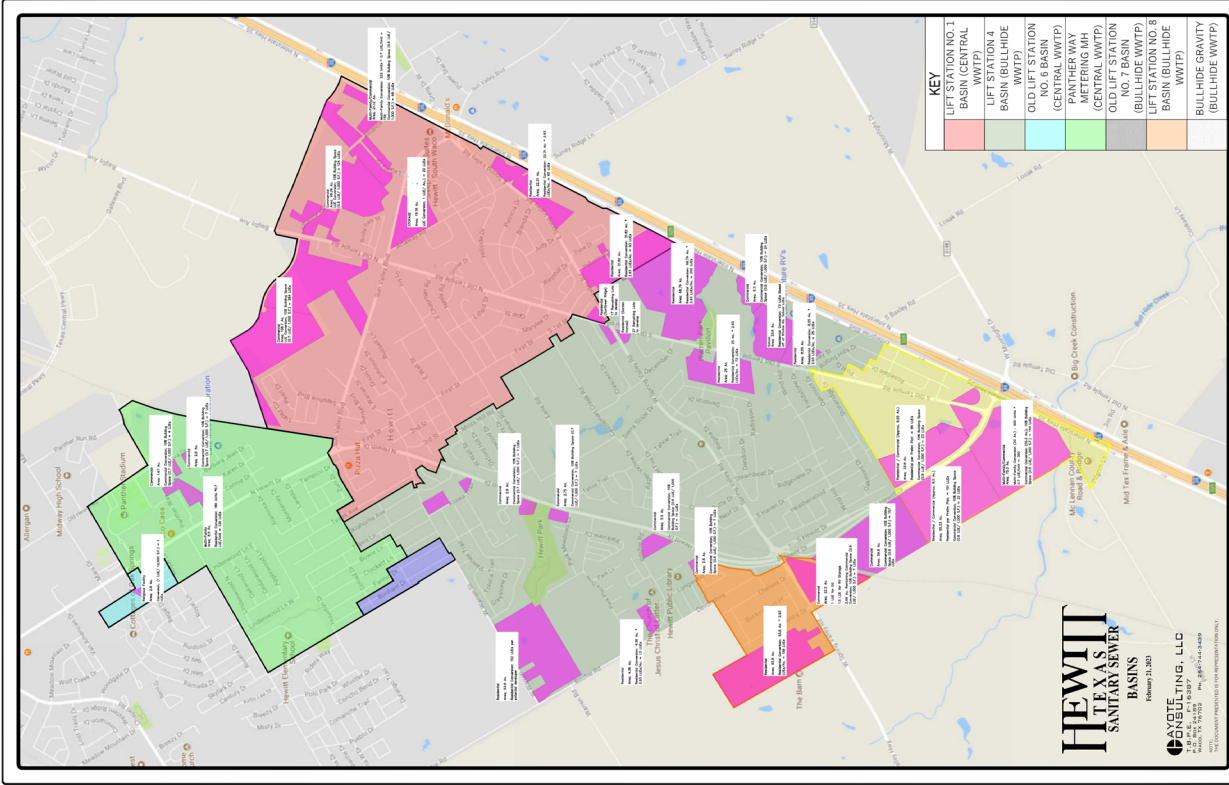
HEWITT'S HISTORIC FLOWS TO WACO CENTRAL WWTP



HEWITT'S HISTORIC FLOWS TO WACO'S BULL HIDE WWTP

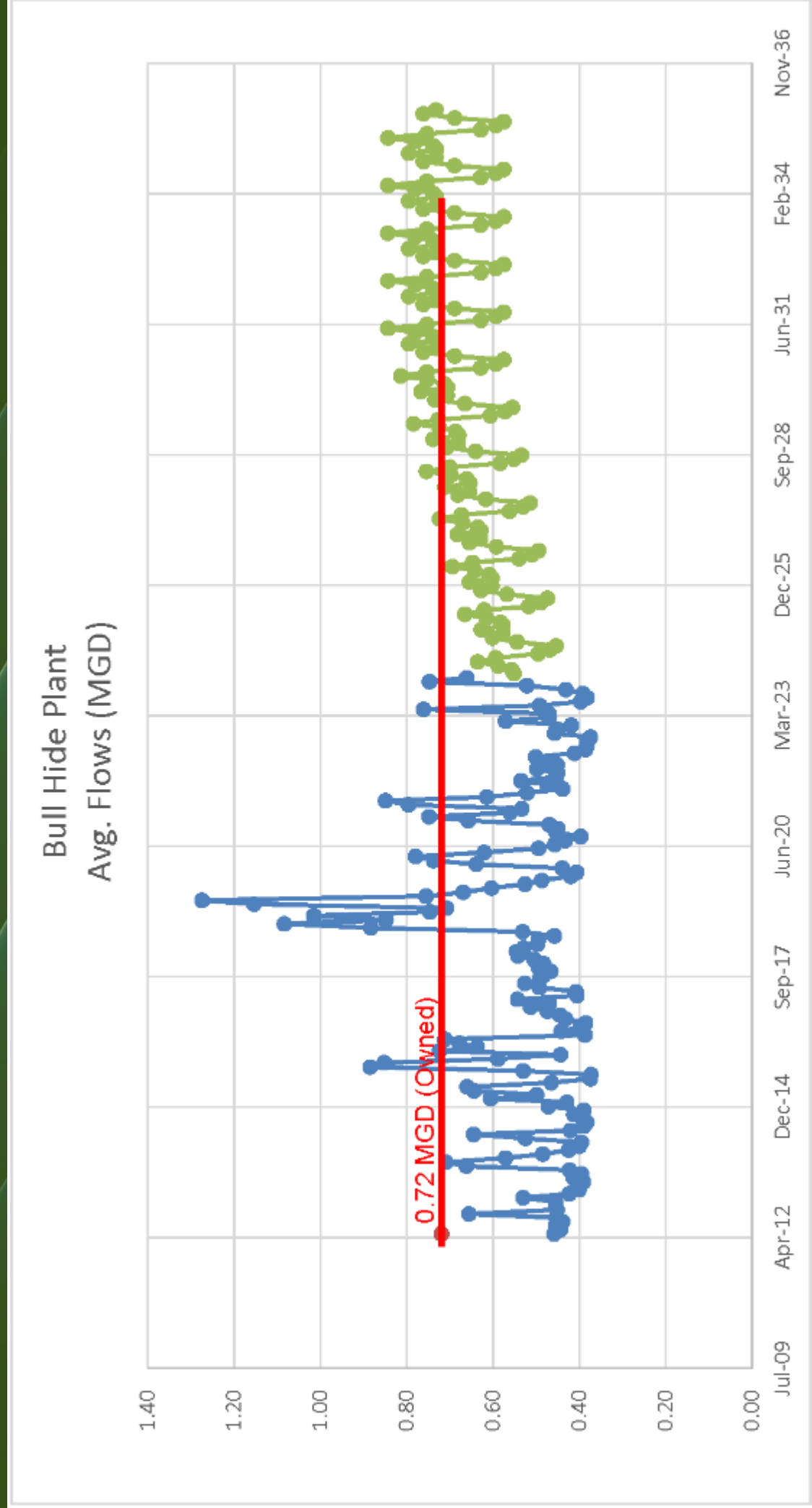


HEWITT GROWTH PROJECTIONS



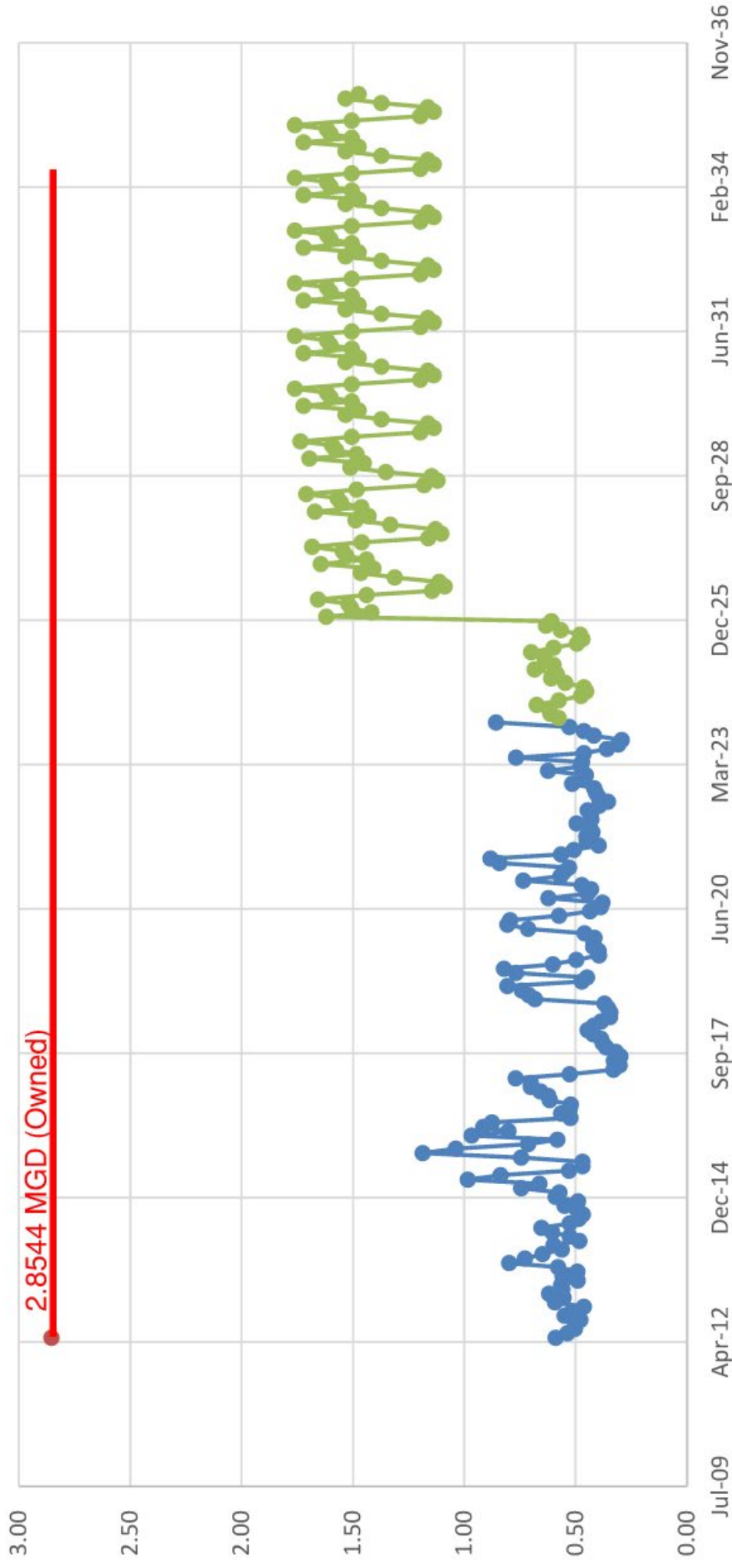
Area	Ex. LUE Count	Prop. LUE Count
L.S. 1 Area	1,139	1,956
Panther Way Meter	934	1,071
L.S. 4 Area	2,755	3,396
L.S. 8	174	342
Old L.S. 6	206	207
BullHide Gravity	235	1,190
Totals	5,443	8,161
LUEs per WWTP Basin	Ex. LUE Count	Prop. LUE Count
Central Treatment Plt.	2,073	3,027
Bullhide Treatment	3,164	4,927
Total Metered areas	5,237	7,954

HEWITT'S BULL HIDE FORECASTED WASTEWATER GROWTH W/ EXISTING OPERATIONS

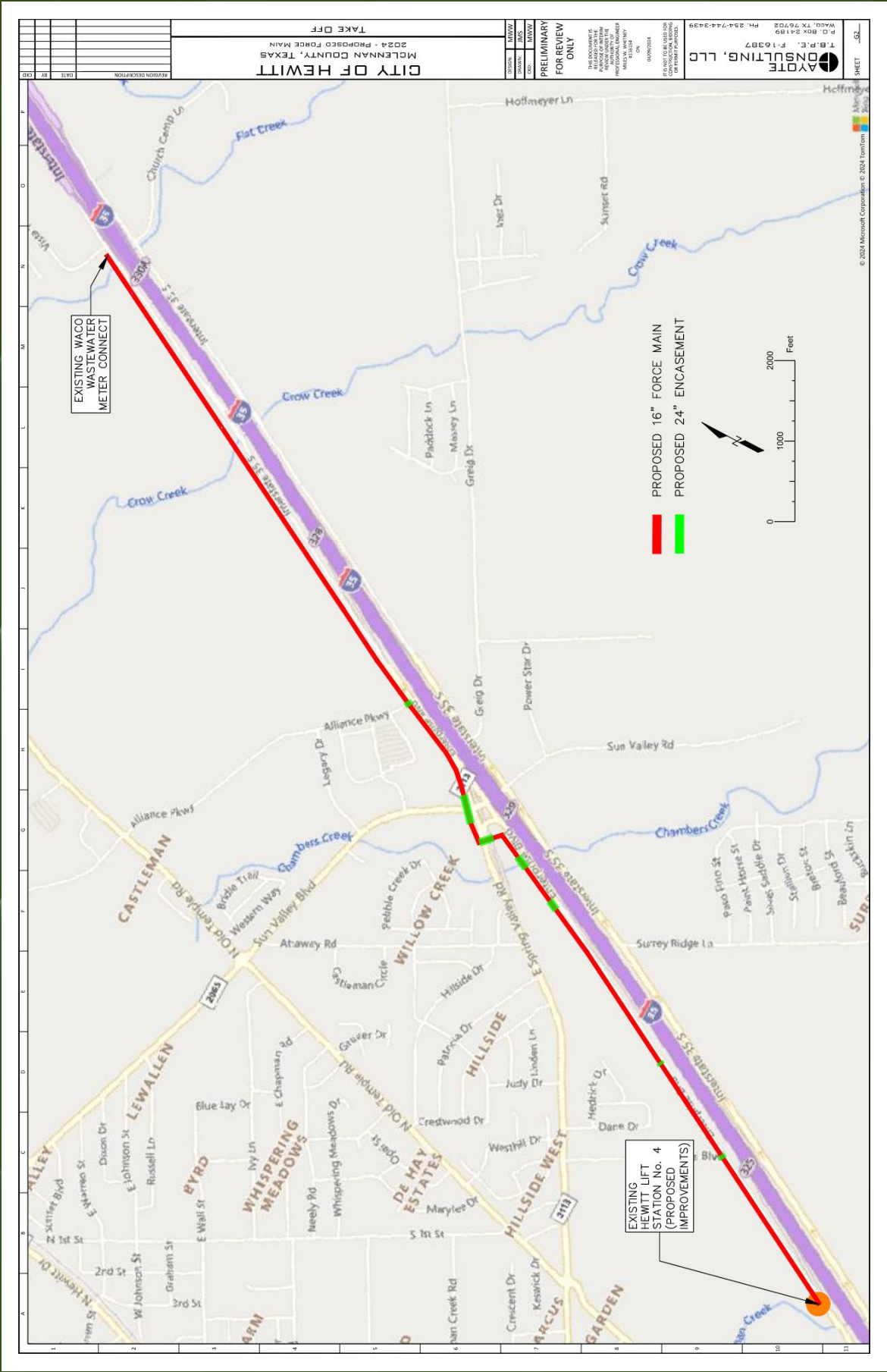


HEWITT'S CENTRAL FORECASTED WASTEWATER GROWTH W/ L.S. 4 CONVERSION

Central Plant w/ LS 4
Avg. Flows (MGD)



PROPOSED LIFT STATION NO. 4'S CENTRAL WWTP FORCE MAIN DRAFT ALIGNMENT



PROPOSED LIFT STATION NO. 4'S CENTRAL WWTP FORCE MAIN EOPC

- ▶ Lift Station No. 4 Revisions to include but not limited to:
 - ▶ Reinf. Concrete Structures, Piping, Manholes, Duplex Submersible Pumps & Motors, Controls, Electrical, SCADA, Emergency Power Generator, Fencing Revisions, Driveway & Paving Revisions, Testing & All Incidentals necessary to complete the Lift Station.
 - ▶ +/- \$5.5 million (*includes Construction, Engineering, Inspection, Testing Surveys, and 15% Contingency.*)
- ▶ Lift Station No. 4 Force Main to include but not limited to:
 - ▶ 16,050 L.F. of 16" force main piping, to include all incidentals necessary to complete the line.
 - ▶ +/- \$5.6 million (*includes Construction, Engineering, Inspection, Testing Surveys, and 15% Contingency.*)

▶ Total Cost of L.S. 4 Revisions:

- ▶ Estimated \$11.1 million

City of Hewitt, Texas
Water and Sewer Fund Proforma
May 16, 2024

FYE (9/30)	Revenues ⁽¹⁾	Existing Expenditures ⁽²⁾	Total Existing Debt Service	Available for New Debt Service	\$7,000,000 Certificates of Obligation, Series 2025	New Total Debt Service	Revenue Surplus/ (Deficit)
2024	\$ 8,085,000	\$ 5,727,038	\$ 1,983,879	\$ 374,083		\$ 1,983,879	\$ 374,083
2025	8,315,425	5,824,751	2,168,223	322,451		2,168,223	322,451
2026	8,552,702	5,924,334	2,155,975	472,393	\$ 379,167	2,535,141	93,227
2027	8,797,037	6,025,825	2,158,049	613,163	450,000	2,608,049	163,163
2028	9,048,640	6,129,260	2,157,921	761,459	590,000	2,747,921	171,459
2029	9,048,640	6,129,260	2,159,577	759,803	587,750	2,747,327	172,053
2030	9,048,640	6,129,260	2,165,620	753,761	590,000	2,755,620	163,761
2031	9,048,640	6,129,260	2,169,531	749,849	591,500	2,761,031	158,349
2032	9,048,640	6,129,260	2,172,578	746,802	592,250	2,764,828	154,552
2033	9,048,640	6,129,260	1,862,038	1,057,342	592,250	2,454,288	465,092
2034	9,048,640	6,129,260	1,864,356	1,055,024	591,500	2,455,856	463,524
2035	9,048,640	6,129,260	1,864,381	1,054,999	590,000	2,454,381	464,999
2036	9,048,640	6,129,260	1,446,619	1,472,761	587,750	2,034,369	885,011
2037	9,048,640	6,129,260	1,450,044	1,469,336	589,750	2,039,794	879,586
2038	9,048,640	6,129,260	224,331	2,695,049	590,750	815,081	2,104,299
2039	9,048,640	6,129,260	227,531	2,691,849	590,750	818,281	2,101,099
2040	9,048,640	6,129,260	225,331	2,694,049	589,750	815,081	2,104,299
2041	9,048,640	6,129,260	222,931	2,696,449	592,750	815,681	2,103,699
2042	9,048,640	6,129,260	220,331	2,699,049	589,500	809,831	2,109,549
2043	9,048,640	6,129,260	227,531	2,691,849	590,250	817,781	2,101,599
2044	9,048,640	6,129,260	223,869	2,695,511	589,750	813,619	2,105,761
2045	9,048,640	6,129,260	-	2,919,380	588,000	588,000	2,331,380
Total			\$ 29,350,646		\$ 11,453,417	\$ 40,804,063	

⁽¹⁾ Revenues as reported in the City's 2024 Adopted Budget.

⁽²⁾ Expenditures as reported in the City's 2024 Adopted Budget and excluding Utility Fund Debt Service as provided in the Budget.



COUNCIL AGENDA ITEM FORM

MEETING DATE: June 3, 2024

AGENDA ITEM #: 5.

SUBMITTED BY: Bo Thomas , City Manager

ITEM DESCRIPTION:

Briefing and discussion concerning Council priorities for budget preparation.

STAFF RECOMMENDATION/ITEM SUMMARY:

City Council has received updates to the Five-Year Strategic Plan. Staff will begin justifying, developing, and preparing the FY '24-'25 Operating and Capital Budget. This is just an opportunity for the Council to provide input regarding priorities for the development of a proposed budget.

FISCAL IMPACT:

Amount Budgeted - NA
Line Item in Budget - NA

SUGGESTED MOTION:

At Council discretion.

ATTACHMENTS:

None