



CITY COUNCIL WORKSHOP/REGULAR MEETING

July 1, 2024 at 6:15 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.

WORKSHOP MEETING - 6:15 PM

WORKSHOP DECLARATION OF A QUORUM AND CALL TO ORDER

WORKSHOP AGENDA

1. Presentation and discussion concerning FY 2024-2025 Proposed Operating and Capital Budget.

WORKSHOP ADJOURNMENT

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.)

REGULAR AGENDA ITEMS

2. Approval of minutes for the City Council Workshop/Regular Meeting held June 17, 2024.
3. Discussion and possible action on a reappointment to the Planning & Zoning Commission.
4. 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.
5. Continued discussion concerning FY 2024-2025 Proposed Operating and Capital Budget (if needed).

ADJOURNMENT

I certify that the above notice of meeting was posted on the Public Notice Board in front of City Hall on **June 26, 2024**, by 5:00 PM.

CITY OF HEWITT

Lydia Lopez

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 at the front of the building. Requests for sign interpreters or special services must be received forty-eight (48) hours before the meeting by calling the City Secretary at 254.296.5602 or by fax at 254.666.6014.



COUNCIL AGENDA ITEM FORM

MEETING DATE: July 1, 2024

AGENDA ITEM #: 2.

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Approval of minutes for the City council Workshop/Regular Meeting held June 17, 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 - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

I move approval of the minutes as presented.

ATTACHMENTS:

1. Meeting minutes - June 17, 2024



CITY COUNCIL WORKSHOP/REGULAR MEETING

June 17, 2024 at 6:15 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
Bob Potter, Council Member: Ward 2 – **Brad Turner**, Council Member: Ward 1
Vacant Seat, Council Member: Ward 2

WORKSHOP MEETING - 6:15 PM

WORKSHOP DECLARATION OF A QUORUM AND CALL TO ORDER

Mayor Steve Fortenberry called the Workshop Meeting to order at 6:16 PM, announced all members were present, and declared a quorum.

WORKSHOP AGENDA

1. Presentation and discussion concerning FY 2024-2025 Proposed Operating and Capital Budget (preview).

City Manager Bo Thomas presented a preview of the FY 2024-2025 Proposed Operating and Capital Budget. He highlighted the following:

- *General Budget Information - (Projected tax rates, personnel proposed changes, salary survey, Capital Items - short-term financed)*
- *General Fund Projection by Category*
- *Calculation of Estimated Tax Revenue*
- *General Fund Budget*
- *Utility Fund Projection by Category*
- *Drainage Fund by Category*
- *Capital Outlay Short-Term Financing.*

WORKSHOP ADJOURNMENT

MOTION: Mayor Pro Tem Erica Bruce moved to adjourn the Workshop Meeting at 6:54 PM.

SECOND: Council Member Brad Turner

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

NAYES: None

ABSENT: None

MOTION PASSED.

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.

SPECIAL PRESENTATION(S) AND RECOGNITION(S)

2. Swearing-in and pinning ceremony for newly hired Police Officer Jacob Ruiz.
Police Chief John McGrath introduced newly appointed Police Officer Jacob Ruiz and administered the ceremonial oath of office. His fiancé, Shelby Lintelman, pinned Officer Ruiz.
3. Special presentation of the Texas Municipal Clerk's Office Achievement of Excellence Award.
City Manager Bo Thomas introduced Waco City Secretary Michelle Hicks, Treasurer of the Texas Municipal Clerks Association, Inc., Executive Board. Ms. Hicks presented the Achievement of Excellence Award to City Secretary Lydia Lopez. She noted the award recognizes municipal clerk offices throughout the state for their adherence to federal, state, and local statutes that govern the necessary standards to fulfill the duties and responsibilities of the office.

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: Public members 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 inquired if the City Secretary had received any public comment forms. The City Secretary did not receive any public comment forms.

REGULAR AGENDA ITEMS

4. Approval of minutes for the City Council Regular Meeting held on June 3, 2024.
MOTION: Mayor Pro Tem Erica Bruce moved to approve the minutes as presented but to allow for corrections.
SECOND: Council Member Michael Bancale
AYES: Bancale, Potter, Stephens, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: None
MOTION PASSED.
5. Briefing and discussion concerning Financial Statements ending May 31, 2024.
City Manager Bo Thomas advised that Finance Director Lee Garcia previously sent the May Financial Statements electronically on June 6, 2024, for review. The Council raised no questions or concerns.

6. Discussion and possible action on reappointment(s) to the Planning & Zoning Commission.
City Manager Bo Thomas presented the members who were eligible for reappointment.
MOTION: Mayor Pro Tem Erica Bruce moved approval of the reappointment of the Planning & Zoning Commission members Brian Dalrymple and Walt Peterson for a two-year term ending June 2026.
SECOND: Council Member Brad Turner
AYES: Bancale, Potter, Stephens, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: None
MOTION PASSED.
7. Discussion and reminder concerning Cybersecurity training mandated by House Bill (HB) 3834.
City Manager Bo Thomas reminded the Council of the deadline (July 5, 2024) to complete the cybersecurity training required by all elected officials.
8. Discussion and possible action approving **Resolution No. 2024-05** extending the current contract with Allied Waste, Inc. d.b.a. Republic Services of Itasca, for the collection and disposal of residential, commercial, and industrial solid waste and the residential collection of recyclable material within the corporate limits of the City of Hewitt, Texas.
City Manager Bo Thomas presented a summary of the amendments and revisions to the current contract and an updated rate schedule. A general discussion was held concerning the contract terms, recycling, and service issues. Robyn Mota, Manager, Municipal Services, Republic Services, was present to respond to the Council's questions.
MOTION: Council Member Bob Potter moved approval of **Resolution No. 2024-05**, approving the contract extensions, amendments, and rate schedule between the City of Hewitt and Allied Waste Systems, Inc. d.b.a. Republic Services of Itasca for a term of five years, effective July 1, 2024 - June 30, 2029.
SECOND: Council Member Michael Bancale
AYES: Bancale, Potter, Stephens, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: None
MOTION PASSED.
9. Discussion and possible action to provide staff direction on wastewater flows and capacity demands between the Central Wastewater Treatment Plant and the Bullhide Wastewater Treatment plant.
City Manager Bo Thomas summarized the options presented to the Council at the last two Council meetings and stated that directing wastewater flows to the Central plant is the best option for Hewitt.
MOTION: Council Member Michael Bancale moved staff to pursue the option of directing more flows to the Central Wastewater Treatment Plant.
SECOND: Council Member Brad Turner
AYES: Bancale, Potter, Stephens, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: None
MOTION PASSED.

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

City Manager Bo Thomas stated that this was another opportunity for Council input regarding budget priorities. Mayor Fortenberry expressed his contentment with the strategic plans presented by the staff. No other comments were made.

ADJOURNMENT

MOTION: Mayor Pro Tem Erica Bruce moved to adjourn the Regular Meeting at 7:46 PM.

SECOND: Council Member Michael Bancale

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

NAYES: None

ABSENT: None

MOTION PASSED.

Approved: _____

ATTEST:

Lydia Lopez, City Secretary

Steve Fortenberry, Mayor



COUNCIL AGENDA ITEM FORM

MEETING DATE: July 1, 2024

AGENDA ITEM #: 3.

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Discussion and possible action on a reappointment to the Planning & Zoning Commission.

STAFF RECOMMENDATION/ITEM SUMMARY:

Paul D. Lasater has agreed to serve another two-year term. He is in good standing, and the staff recommends approval of this item.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

I move approval of the reappointment of Paul Lasater to the Planning & Zoning Commission for a two-year term ending June 2026.

ATTACHMENTS:

1. Council-Boards- Commissions-Committees list - June 2024

CITY OF HEWITT: COUNCIL, BOARDS, COMMISSIONS, AND COMMITTEES

City Hall 666-6171 (Fax 666-6014); Community Services 666-2447; Utility Billing 666-3151 (after hours emergency 666-6272); Police Adm. 666-1661; Drug Tips 666-3333; Animal Control 666-6272; Library 666-2442; Park Reservations 666-6173; Municipal Court 666-1208; Chamber of Commerce 666-1200. City of Hewitt web site: www.cityofhewitt.com; Email: citysecretary@cityofhewitt.com

City Council 2 YR Term – May	Board of Adjustment 2 YR Term – April	Planning & Zoning Commission 2 YR Term – June	Parks & Beautification Committee 2 YR Term – December	Library Board 2 YR Term – December	Civil Service Commission 3 YR Term – December
1 st & 3 rd Monday – 7 PM	3 rd Thursday – 6 PM	1 st Tuesday – 6 PM	3 rd Wed. – 6 PM	Quarterly as needed	Called
Brad Turner Ward 1 (05-2025) 425 W. Chapman Rd. (254) 709-3614	(04-2026) Chair Jim Winton 1136 Heatherwood (254) 857-9436	(06-2024) Paul D. Lasater 1321 Ridgeview (254) 716-0025	(12-2024) Jerry Snider 108 Brenda Dr. (254) 307-0613	(12-2024) Jerry Snider 108 Brenda Dr. (254) 307-0613	(12-2024) Chair Tom Mattern 1204 Ridgeview Cr. (254) 644-9632
Johnny Stephens Ward 1 (05-2026) 305 Travis Ln. (254) 709-3989	(04-2026) Brenda Turner 209 Laredo Dr. (254) 666-0087	(06-2026) Brian Dalrymple 821 Sunny's Halo Dr. (254) 744-9711	(12-2025) Nathan Rusterholtz 1200 Dendron Dr. (972) 978-3202	(12-2025) Betty J. Smith 709 Seminole Trail (254) 666-7931	(12-2025) Vice Chair Sam MacKinnon 113 Emmalyn Dr. (254) 299-7788
Ward 2 (05-2026) VACANCY	(04-2025) Douglas Bergen 264 Earle Rd. (254) 666-0855	(06-2026) Walter H. Peterson 500 Moss Hill Rd. (254) 757-5128	(12-2025) Casey Lowrey 700 Wind Hill Dr. (254) 424-1266	(12-2024) Julie Holcomb 112 Travis Ln. (972) 935-4528	(12-2026) Sammy L. Thomas 100 Coventry Dr. (254) 749-0800
Bob Potter Ward 2 (05-2025) 409 W Wall St. (254) 709-3666	(04-2025) Royce W. Smith 1128 Regina (254) 652-3099	(06-2025) Dustin Crawford 1001 December Dr. (903) 754-1204	(12-2025) Tyler Green 905 Regina Dr. (903) 806-8993	(12-2024) Lydia Dashner 520 Angel Fire Dr. (254) 666-9623	
Mayor Pro Tem Erica Bruce Ward 3 (05-2025) 717 Fieldstone Dr. (254) 709-4050	(04-2025) Drexel King 331 Earle Rd. (919) 518-4801	(06-2025) Bobby Drake 107 Westchester Way (254) 772-7440	(12-2024) Vernon Bailey 301 Tampico Dr. (512) 797-6377	(12-2024) Jennifer Hunt 228 Cross Country Dr. (254) 498-0102	
Mayor Steve Fortenberry Ward 3 (05-2026) 701 Oakmont Dr. (254) 709-0030	Alternate (04-2026) VACANCY	(06-2025) Michael Lee Hix 336 Bowie Ln. (254) 723-5071	(12-2024) Richard D. Driver 320 E. Spring Valley Rd. (806) 241-0098	(12-2025) Delores K. Sincerney 119 Russell Ln. (254) 744-5752	
Michael S. Bancale At-Large (05-2025) 909 Stoneridge Dr. (254) 709-3522	Alternate (04-2025) VACANCY	(06-2025) Travis Bailey 412 Oklahoma Ave. (254) 666-1492	(12-2024) Ryan A. NeGron 137 Bonham Dr. (346) 818-7831	(12-2025) Sally Goldman 132 Texas (254) 666-2436	

Updated: 06/19/2024



COUNCIL AGENDA ITEM FORM

MEETING DATE: July 1, 2024

AGENDA ITEM #: 4.

SUBMITTED BY: City Engineer Miles Whitney, P.E.

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 about the Engineer's report.

FISCAL IMPACT:

Amount Budget - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

No action is required.

ATTACHMENTS:

1. Hewitt-PR-6.25.24

HEWITT TEXAS

CITY ENGINEER'S REPORT

June 25, 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

- Work has been completed. The Contractor is finalizing some punch list items.

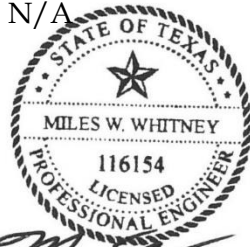
E. Wall and Briarfield

Developing contract documents and finalizing EOPC.

Drainage Projects

N/A

By:



Miles W. Whitney, P.E.

Note: All dates are approximate and subject to change.