



CITY COUNCIL SPECIAL MEETING

August 12, 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 posted on the agenda. (Note: Citizens who wish to speak must complete a "Public Comment Form" and present it to the City Secretary before the meeting.)

PUBLIC HEARING(S) AND RELATED ACTION

1. Conduct a public hearing on the Fiscal Year 2024-2025 Proposed Capital and Operating Budget.
2. Conduct the first of two public hearings on the 2024 Property Tax Rate.

REGULAR AGENDA ITEMS

3. Approval of minutes for the City Council Workshop/Regular Meeting held August 5, 2024.
4. Motion to announce August 19, 2024, at 7:00 p.m., Hewitt City Hall, Council Chambers, 200 Patriot Court, as the date to vote on the 2024 Property Tax Rate.

ADJOURNMENT

I certify that the above notice of meeting was posted on the Public Notice Board in front of City Hall on August 7, 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: August 12, 2024

AGENDA ITEM #: 1.

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Conduct a public hearing on the Fiscal Year 2024-2025 Proposed Capital and Operating Budget.

STAFF RECOMMENDATION/ITEM SUMMARY:

Local Government Code 102.006(a) and the City Charter require a public hearing on the proposed budget.

The Mayor will open the public hearing to receive any comments and then close the hearing. The budget is scheduled to be adopted at the meeting on August 19, 2024, at 7:00 p.m. in the City Hall Chambers, 200 Patriot Court.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

No action is required.

ATTACHMENTS:

None



COUNCIL AGENDA ITEM FORM

MEETING DATE: August 12, 2024

AGENDA ITEM #: 2.

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Conduct the first of two public hearings on the 2024 Property Tax Rate.

STAFF RECOMMENDATION/ITEM SUMMARY:

This will be the first public hearing on the 2024 Property Tax Rate. The second public hearing is on August 19, 2024, when the Property Tax Rate is adopted.

The Mayor will open the public hearing to receive comments and then close the hearing.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

No action is required.

ATTACHMENTS:

None



COUNCIL AGENDA ITEM FORM

MEETING DATE: August 12, 2024

AGENDA ITEM #: 3.

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Approval of minutes for the City Council Workshop/Regular Meeting held August 5, 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 but to allow for corrections.

ATTACHMENTS:

1. City Council minutes - August 5, 2024



CITY COUNCIL WORKSHOP/REGULAR MEETING

August 5, 2024 at 6:30 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 - 6:30 PM

WORKSHOP DECLARATION OF A QUORUM AND CALL TO ORDER

Mayor Steve Fortenberry called the Workshop Meeting to order at 6:30 PM, announced a quorum of the Council was present, and noted that Council Member Johnny Stephens was absent.

WORKSHOP AGENDA

1. Discussion concerning the FY 2024-2025 Proposed Capital and Operating Budget including Certified Tax Valuations and Certified Tax Rates.
City Manager Bo Thomas reviewed the Tax Rate Calculation Worksheet, Property Tax Revenue Estimates, Tax Rate Comparison, and historical data. Mr. Thomas recommended the Council consider setting the maximum tax rate at the De minimus rate of .539082. He noted this rate effectively balances the budget without using unrestricted funds.

WORKSHOP ADJOURNMENT

MOTION: Mayor Pro Tem Erica Bruce moved to adjourn the meeting at 6:47 PM.

SECOND: Council Member Brad Turner

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

NAYES: None

ABSENT: Stephens

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 a quorum of the Council was present, and noted that Council Member Johnny Stephens was absent.

PLEDGE OF ALLEGIANCE

Mayor Steve Fortenberry led the Pledge of Allegiance.

SPECIAL PRESENTATION(S) AND RECOGNITION(S)

2. Presentation of a proclamation recognizing the 50th Anniversary of the Waco Metropolitan Planning Organization.

Mayor Steve Fortenberry presented the proclamation to MPO Director Dr. Mukesh Kumar. Dr. Kumar expressed appreciation for the council and staff's support. He advised that a public meeting for the 2050 Metropolitan Transportation Plan will be held on Wednesday, October 9, 2024, from 5 to 7 PM in the Council Chambers to share information on the plan and receive input from citizens.

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 posted on the agenda. (Note: Citizens 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 received any public comment forms. The City Secretary received no public comment forms.

REGULAR AGENDA ITEMS

3. Approval of minutes for the City Council Workshop/Regular Meeting held July 15, 2024.
MOTION: Council Member Michael Bancale moved to approve the minutes as presented but allow for corrections.
SECOND: Council Member Bob Potter
AYES: Bancale, Potter, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: Stephens
MOTION PASSED.
4. Presentation of the report from the City Engineer Miles Whitney, P.E.
Update on pending utility projects.
Update on pending street projects.
Update on pending drainage projects.
City Engineer Miles Whitney presented a review of the list of projects.
5. Discussion and possible action on **Resolution No. 2024-06** adopting updated bylaws for the City of Hewitt Parks and Beautification Committee.
City Manager Bo Thomas presented.
MOTION: Council Member Bob Potter moved approval of **Resolution No. 2024-06**, adopting updated bylaws for the City of Hewitt Parks and Beautification Committee.
SECOND: Council Member Brad Turner

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

NAYES: None

ABSENT: Stephens

MOTION PASSED.

6. Discussion and possible action on an Interlocal Agreement with the City of Waco for Installation and Maintenance of a Traffic Signal at the intersection of Old Temple Rd./Bagby and Alliance Parkway.

City Manager Bo Thomas presented.

MOTION: Council Member Michael Bancale moved approval of the 2024 Interlocal Agreement for Traffic Signal Installation and Maintenance with the City of Waco and authorized the City Manager to execute all documents.

SECOND: Mayor Pro Tem Erica Bruce

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

NAYES: None

ABSENT: Stephens

MOTION PASSED.

7. Discussion and possible action on FY 2024-2025 Member Funding Assessments for the Waco-McLennan County Public Health District.

City Manager Bo Thomas presented.

MOTION: Mayor Pro Tem Erica Bruce moved approval of the funding assessments for the Waco-McLennan County Public Health District for FY 2024-2025.

SECOND: Council Member Bob Potter

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

NAYES: None

ABSENT: Stephens

MOTION PASSED.

8. Discussion and possible action on setting the date of August 12, 2024, for a public hearing on the Fiscal Year 2024-2025 Proposed Capital and Operating Budget.

City Manager Bo Thomas presented.

MOTION: Council Member Michael Bancale moved to set a public hearing on the FY 2024-2025 Proposed Capital and Operating Budget to be held on Monday, August 12, 2024, at 7:00 p.m. in Hewitt City Hall, Council Chambers, 200 Patriot Court, Hewitt, Texas.

SECOND: Mayor Pro Tem Erica Bruce

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

NAYES: None

ABSENT: Stephens

MOTION PASSED.

9. Discussion and possible action on the record vote to place adoption of the proposed 2024 tax rate on a future agenda and to set dates for two public hearings.

City Manager Bo Thomas presented.

Motion to set the Tax Rate Ceiling for 2024

MOTION: Council Member Brad Turner moved to place the adoption of a tax rate of \$.0539082 cents per \$100 valuation, equaling \$.189656 cents for debt service and \$.349426 cents for maintenance and operations, as an action item for the August 19, 2024, council meeting to be held at 7:00 p.m. in Hewitt City Hall, Council Chambers, 200 Patriot Court,

Hewitt, Texas.

SECOND: Council Member Michael Bancale

The City Secretary polled the Council.

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

NAYES: None

ABSENT: Stephens

MOTION PASSED.

MOTION TO SET PUBLIC HEARINGS.

MOTION: Council Member Brad Turner moved to set two public hearings to be held on Monday, August 12, 2024, at 7:00 p.m. and Monday, August 19, 2024, at 7:00 p.m. in Hewitt City Hall, Council Chambers, 200 Patriot Court, Hewitt, Texas.

SECOND: Council Member Michael Bancale

The City Secretary polled the Council.

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

NAYES: None

ABSENT: Stephens

MOTION PASSED.

10. Discussion regarding purchasing water under our Waco Contract and implementing water conservation measures.

City Manager Bo Thomas advised that the City of Hewitt residents must observe the Water Conservation Measures established under the Waco Water Contract as the city begins to purchase water from Waco.

Mayor Steve Fortenberry recessed the Regular Meeting to adjourn to the following Executive Session at 7:32 p.m.

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 (Municipal Court Judge).

EXECUTIVE SESSION Notice is given that a closed meeting will be held pursuant to Section 551.071 of the Texas Government Code (V.T.C.A.) so that the Council can seek and receive confidential legal advice from its attorney regarding pending or threatened litigation, settlement offers, claims, or other matters for which the attorney's duties to their client under the Texas State Bar Disciplinary Rules of Professional conduct conflicts with the Open Meetings Act (Ch. 551, Gov. Code).

Mayor Steve Fortenberry reconvened the Regular Meeting at 8:25 p.m.

ADJOURNMENT

MOTION: Mayor Pro Tem Erica Bruce moved to adjourn the meeting at 8:25 PM.

SECOND: Council Member Michael Bancale

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

NAYES: None

ABSENT: Stephens
MOTION PASSED.

Approved: _____

ATTEST:

Lydia Lopez, City Secretary

Steve Fortenberry, Mayor



COUNCIL AGENDA ITEM FORM

MEETING DATE: August 12, 2024

AGENDA ITEM #: 4.

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Motion to announce August 19, 2024, at 7:00 p.m. at Hewitt City Hall, Council Chambers, 200 Patriot Court, as the date to vote on the 2024 Property Tax Rate.

STAFF RECOMMENDATION/ITEM SUMMARY:

Texas Tax Code, Section 26.06(d) states that "...the governing body shall announce at the Public Hearing the date, time and place of the meeting at which it will vote on the Proposed Property Tax Rate."

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

I move approval to set the date of August 19, 2024, at 7:00 p.m., at Hewitt City Hall, 200 Patriot Court, as the date to vote on the 2024 Property Tax Rate.

ATTACHMENTS:

None