



CITY COUNCIL WORKSHOP/REGULAR MEETING

January 6, 2025 at 6:30 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 - 6:30 PM

WORKSHOP DECLARATION OF A QUORUM AND CALL TO ORDER

WORKSHOP AGENDA

1. Briefing and discussion concerning the zone change requests (Agenda Items 3 and 4).

WORKSHOP ADJOURNMENT

REGULAR MEETING - 7:00 PM

DECLARATION OF A QUORUM AND CALL TO ORDER

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATION(S) AND RECOGNITION(S)

2. Swearing-in and pinning ceremony for newly hired Police Officer Keaton Lowe.

PUBLIC HEARING(S) AND RELATED ACTION

3. Public Hearing and possible action on **Ordinance No. 2025-01**, rezoning a portion of the O'Campo C Survey, A-32, being a 12.855-acre tract located along the southeast corner of W. Warren and Ritchie Rd., totaling 0.88 acres from R-1 Single Family Residential District to R-1-G Garden Home District as requested by Bargas Development Services, LLC.
4. Public Hearing and possible action on **Ordinance No. 2025-02**; rezoning a portion of the O'Campo C Survey, A-32, being a 19.202-acre tract located along the southeast corner of W. Warren and Ritchie Rd., totaling 5.98 acres, from R-1 Single Family Residential District to R-1-G Garden Home District as requested by Bargas Development Services, LLC.

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.)

REGULAR AGENDA ITEMS

5. Approve minutes of the December 9, 2024, City Council Regular Meeting.
6. 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.
7. Briefing and discussion concerning the Financial Statements ending November 30, 2024.
8. Discussion and possible action on two appointments to the Library Board.
9. Discussion and possible action on a reappointment to the Civil Service Commission.
10. Discussion concerning the May 3, 2025, General and Special Election.
11. Discussion and possible action on rescheduling the City Council meeting scheduled for January 20, 2025.

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 (City Manager Evaluation).

RECONVENE REGULAR MEETING

ADJOURNMENT

I certify that the above notice of meeting was posted on the Public Notice Board in front of City Hall on **December 31, 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: January 6, 2025

AGENDA ITEM #: 3.

SUBMITTED BY: Tracy Lankford, Community Development Director

ITEM DESCRIPTION:

Public Hearing and possible action on **Ordinance No. 2025-01**, rezoning a portion of the O'Campo C Survey, A-32, being a 12.855-acre tract located along the southeast corner of W. Warren and Ritchie Rd., totaling 0.88 acres from R-1 Single Family Residential District to R-1-G Garden Home District as requested by Bargas Development Services, LLC.

STAFF RECOMMENDATION/ITEM SUMMARY:

This request from Bargas Development Services, LLC, is to rezone a portion of the O'Campo C Survey, A-32. This 12.855-acre tract is located along the southeast corner of W. Warren and Ritchie Rd. The request is for a total of 0.88 of the 12.855 acres from R-1 Single Family Residential District to R-1-G Garden Home District. The Planning & Zoning Commission met on December 17, 2024, and after a public hearing and deliberation, recommended approval of the request as presented with a vote of 5 to 0.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

I move to approve **Ordinance 2025-01** rezoning a portion of the O'Campo C Survey, A-32, being a 0.88-acre portion of a 12.855-acre tract, from R-1 Single Family Residential District to R-1-G Garden Home District.

ATTACHMENTS:

1. Planning and Zoning Agenda Packet 12172024 tract 1
2. Ordinance No. 2025-01

HEWITT TEXAS

PLANNING AND ZONING ADMENDMENT OF THE ZONING ORDINANCE

Legal Description of Property: O'CAMPO C A-32 Acres 12.855

Describe the location of the property as submitted by this application. This may be in the form of a street address, general description, or nearest intersection.

W WARREN RD HEWITT, TX 76643, corner or Ritchie and Warren with approximately 1220
of frontage on Ritchie

Zoning Change From R-1 to R-1-G

Please describe the interest in property:

Existing Building(s) on Property: None

Total square feet of all Buildings on Property: None

Please provide the following recording information and a copy of the document(s) listed below with this application:

Ownership (deed): Doc. #/MCC No.: 2023000005

Please provide the proposed meeting date for this application to be considered (See Meeting Schedule): _____

The rezoning application must be completed along with the following information:

1. A notarized letter from the property owner authorizing applicant to present the request, if the property owner will not be presenting the request and stating reasons for request.
2. Submit one (1) PDF file, one (1) hardcopy, one (1) CAD file of plat for review purposes – Must be in State Plane Coordinates using the Texas Central Zone NAD 83.
3. Submit one (1) copy of building plans, if existing building(s) exist.
4. Non-refundable application fee (see Fee Schedule)
5. Application, fee, documents, etc., in completed form must be submitted to the Planning Department before or no later than 12:00 noon on the deadline date (see schedule).

I attest that the above information is true and correct to the best of my knowledge and I am now or will be fully prepared to present the above proposal at the Planning and Zoning Commission hearing. I understand that if any of the above information is found to be wrong or inaccurate that my application may be removed from consideration prior to the time the application is voted upon by the governing body of the City.

I, understand that in the event the undersigned is not present or represented at the public hearing, the Planning and Zoning Commission shall have the power to dismiss this proposal either at the call of the case or after hearing and such dismissal shall constitute a denial by both the Planning and Zoning Commission and the City Council.

I reserve the right to withdraw this proposal. However, written withdrawals filed at any time after the giving of notice to the Planning and Zoning Commission shall constitute a denial by the Commission and City Council. I understand that the filing fee is not refundable upon withdrawal of proposal.

Name of Property Owner:

Amstad Hewitt LLC

Telephone Number:

936-661-2115

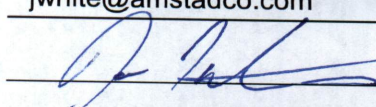
Mailing Address:

4501 Mills Park Circle, Suite 200, College Station, TX 77845

Email Address:

jwhite@amstadco.com

Signature of Property Owner:



Date:

10-14-2024

Name of Applicant/Representative:

Philip Bargas

Telephone Number:

979-224-5147

Mailing Address:

4040 SH 6 South, Suite 200, College Station, TX 77845

Email Address:

bargas@bargasdev.com

Signature of Applicant/Representative:

Date:

Authorization Letter

Date: 10-9-2024

To Whom It May Concern:

I, Carol Ann Kizer, as the authorized representative of Carol Ann Kizer LTE, hereby appoint Philip Bargas to act on my behalf in all matters related to the zoning applications for the property located at 1150 W Warren Rd, Hewitt, TX.

This authorization includes but is not limited to, signing documents, attending meetings, and making decisions pertinent to the zoning process.

Should you have any questions regarding this authorization, please get in touch with me at your earliest convenience.

Sincerely,

Carol Ann Kizer
Carol Ann Kizer
Carol Ann Kizer LTE

Notary Acknowledgment

State of Texas

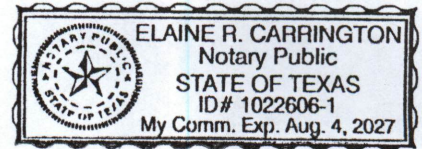
County of Mchenan

On this 9th day of October, 20 24, before me personally appeared Carol Ann Kizer, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that she executed the same for the purposes therein contained.

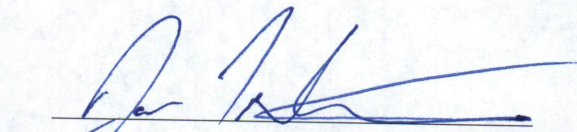
In witness whereof, I hereunto set my hand and official seal.

Elaine R. Carrington
Notary Public

My Commission Expires: August 4, 2027



I, JOE WHITE OF AMSTAD HEWITT LLC, owner of real property described as O'Campo C A-32 Acres 12.855, on W Warren Rd, authorize Philip Bargas, Bargas Development Services LLC, to act on my behalf for city processes relating to the above-reference property.


Signature

STATE OF TEXAS

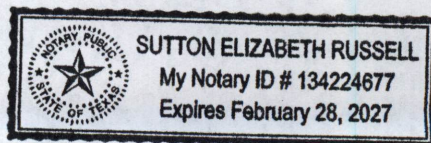
COUNTY OF Brazos

This instrument was acknowledged before me on this 10/14/2024 [date]
by Joe White [print name of person acknowledged].

Notary Public

Printed Name: Sutton Russell

My Commission Expires: 2/28/2027



Affix seal



PLANNING & ZONING COMMISSION NOTICE OF MEETING

December 17, 2024 at 6:00 PM

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

MINUTES

Commission: Walter H. Peterson, Chairman

Travis Bailey, Bobby Drake, Dustin Crawford, Brian Dalrymple, Michael Lee Hix, Paul Lasater

City Staff: Bo Thomas - City Manager, Miles Whitney - City Engineer, Tracy Lankford - Community Development Director, Brittney Cantu - Zoning Secretary

CALL TO ORDER

Members Present: Acting Chairman Travis Bailey, Dustin Crawford, Brian Dalrymple, Bobby Drake, Mike Hix

Members Absent: Chairman Walt Peterson, Paul Lasater

Staff Present: Tracy Lankford, Community Development Director

Brittney Cantu, Community Development Coordinator

Acting Chairman Travis Bailey called the meeting to order at 6:00PM.

PUBLIC HEARING(S) AND RELATED ACTION

1. Public hearing on a request from Bargas Development Services, LLC, to change the zoning of a portion of O'Campo C Survey, A-32, being a 12.855-acre tract located along the southeast corner of W. Warren and Ritchie Rd, totaling 0.88 acres, from R-1 Single Family Residential District to R-1-G Garden Home District

Public hearing opened at 6:01PM. Phil Bargas with Bargas Development Services available to answer questions. No one spoke for or against request.

2. Public hearing on a request from Bargas Development Services, LLC, to change the zoning of a portion of O'Campo C Survey, A-32, being a 19.202-acre tract located along the southeast corner of W. Warren and Ritchie Rd, totaling 5.98 acres, from R-1 Single Family Residential District to R-1-G Garden Home District.

Phil Bargas with Bargas Development Services available to answer questions. No one spoke for or against request. Public Hearing closed at 6:02PM.

REGULAR AGENDA ITEMS

3. Discussion and possible action to a request from Bargas Development Services, LLC, to change the zoning of a portion of O'Campo C Survey, A-32, being a 12.855-acre tract located along the southeast corner of W. Warren and Ritchie Rd, totaling 0.88 acres, from R-1 Single Family Residential District to R-1-G Garden Home District.

A motion was made by Mike Hix, seconded by Brian Dalrymple, to recommend approval of the rezone request. All five in favor, motion to go before City Council on January 6, 2025.

4. Discussion and possible action to a request from Bargas Development Services, LLC, to change the zoning of a portion of O'Campo C Survey, A-32, being a 19.202-acre tract located along the southeast corner of W. Warren and Ritchie Rd, totaling 5.98 acres, from R-1 Single Family Residential District to R-1-G Garden Home District.

A motion was made Brian Dalrymple, seconded by Mike Hix, to recommend approval of the rezone request. All five in favor, motion to go before City Council on January 6, 2025.

5. Consider approval of minutes for the April 2, 2024 regular Planning and Zoning Meeting.

A motion was made by Mike Hix, seconded by Dustin Crawford, to approve the minutes as submitted, but allow for corrections. All five in favor, motion passed.

ADJOURNMENT

Meeting is adjourned at 6:06PM.

Approved: _____
Chairman

ATTEST:

Brittney Cantu
City of Hewitt Zoning Secretary

Tracy Lankford
Community Development Director

ORDINANCE NO. 2025-01

AN ORDINANCE OF THE CITY COUNCIL OF HEWITT, TEXAS, AMENDING ORDINANCE NO. 11-15-99 AND ALL AMENDMENTS THERETO, KNOWN AS THE ZONING ORDINANCE OF THE CITY OF HEWITT, TEXAS, CHANGING THE ZONING CLASSIFICATIONS OF THE HEREIN DESCRIBED PROPERTY FROM R-1 SINGLE FAMILY RESIDENTIAL DISTRICT TO R-1-G GARDEN HOME DISTRICT PROVIDING FOR PENALTY; PROVIDING FOR PUBLICATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, under the Code of Ordinances of the City of Hewitt, a request was submitted by Bargas Development Services, LLC, to rezone property known as a portion of the O'Campo C Survey, A-32, being a 12.855-acre tract located along the southeast corner of W. Warren and Ritchie Rd., totaling 0.88 acres from **R-1 Single Family Residential District to R-1-G Garden Home District**

WHEREAS, public notice was given, and property owners within 200' were notified of the rezoning request as required by state law and

WHEREAS, a public hearing in relation thereto at which parties in interest and citizens had an opportunity to be heard was held by the City Council of the City of Hewitt on January 6, 2025, after due notice in the manner provided by law, and

WHEREAS, a public hearing of the Planning and Zoning Commission at which parties in interest and citizens had an opportunity to be heard was held on Thursday, December 17, 2024, after due notice in the manner provided by law and

WHEREAS, a site plan of the proposed development was presented and discussed, and

WHEREAS, the said Commission has made a report to the City Council of the City of Hewitt, Texas, recommending approval of this rezoning request by a unanimous vote and

WHEREAS, the City Council of the City of Hewitt, Texas, deems that this rezoning is under the Comprehensive Land Use Plan and is in the public interest;

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

SECTION ONE. A portion of that particular tract or parcel of land in McLennan County, Texas, known as a portion of O'Campo C Survey, A-32, being a 12.855-acre tract located along the southeast corner of W. Warren and Ritchie Rd., totaling 0.88 acres from **R-1 Single Family Residential District to R-1-G Garden Home District.**

SECTION TWO. A proposed map of the area is shown in Exhibit “A.”

SECTION THREE. All ordinances, statutes, restrictions, and regulations applicable to this property shall be complied with, as well as all zoning restrictions and regulations that apply to this property.

SECTION FOUR. That all provisions of the ordinances of the City of Hewitt 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 Hewitt not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION FIVE. Should any section, paragraph, sentence, clause, or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

SECTION SIX. Any person, firm, corporation, agent, or employee thereof who violates any of the provisions of this Ordinance shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined not to exceed Two Thousand and No/100 Dollars (\$2,000.00) for each offense. Each day a violation is permitted to exist shall constitute a separate offense.

SECTION SEVEN. The caption of this Ordinance shall be published within ten (10) days of its passage in a newspaper of general circulation in the City of Hewitt.

SECTION EIGHT. This Ordinance shall become effective ten (10) days after its passage and upon its publication as required by law.

PASSED AND APPROVED this the 6th day of January 2025 at a Regular Meeting of the City Council of Hewitt, Texas.

CITY OF HEWITT

BY: _____
Steve Fortenberry, Mayor

ATTEST:

Lydia Lopez, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Michael W. Dixon, City Attorney



COUNCIL AGENDA ITEM FORM

MEETING DATE: January 6, 2025

AGENDA ITEM #: 4.

SUBMITTED BY: Tracy Lankford, Community Development Director

ITEM DESCRIPTION:

Public Hearing and possible action on **Ordinance No. 2025-02**; rezoning a portion of the O'Campo C Survey, A-32, being a 19.202-acre tract located along the southeast corner of W. Warren and Ritchie Rd., totaling 5.98 acres, from R-1 Single Family Residential District to R-1-G Garden Home District as requested by Bargas Development Services, LLC.

STAFF RECOMMENDATION/ITEM SUMMARY:

This request from Bargas Development Services, LLC, is to rezone a portion of the O'Campo C Survey, A-32. This 19.202-acre tract is located along the southeast corner of W. Warren and Ritchie Rd. The request is to rezone 5.98 of the 19.202 acres from R-1 Single Family Residential District to R-1-G Garden Home District. The Planning & Zoning Commission met on December 17, 2024, and after a public hearing and deliberation, recommended approval of the request as presented with a vote of 5 to 0.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

I move to approve **Ordinance 2025-02** rezoning a portion of the O'Campo C Survey, A-32, being a 5.98-acre portion of a 19.202-acre tract, from R-1 Single Family Residential District to R-1-G Garden Home District.

ATTACHMENTS:

1. Planning and Zoning Agenda Packet 12172024 tract 2
2. PZ Minutes 12172024
3. 2025-02 Rezone ordinance -Kizer Tract 1 R-1 to R-1-G 5.98 acre
4. Exhibit A - tract 2

HEWITT TEXAS

PLANNING AND ZONING ADMENDMENT OF THE ZONING ORDINANCE

Legal Description of Property: O' Campo C A-32 Acres

Describe the location of the property as submitted by this application. This may be in the form of a street address, general description, or nearest intersection.

1150 W Warren Rd., property begins approximately 1000' northeast of the Ritchie and Warren intersection

Zoning Change From R-1 to R-1-G

Please describe the interest in property:

Existing Building(s) on Property: 1 residential

Total square feet of all Buildings on Property: 1,782

Please provide the following recording information and a copy of the document(s) listed below with this application:

Ownership (deed): Doc. #/MCC No.: 20130161PR1

Please provide the proposed meeting date for this application to be considered (See Meeting Schedule): _____

The rezoning application must be completed along with the following information:

1. A notarized letter from the property owner authorizing applicant to present the request, if the property owner will not be presenting the request and stating reasons for request.
2. Submit one (1) PDF file, one (1) hardcopy, one (1) CAD file of plat for review purposes – Must be in State Plane Coordinates using the Texas Central Zone NAD 83.
3. Submit one (1) copy of building plans, if existing building(s) exist.
4. Non-refundable application fee (see Fee Schedule)
5. Application, fee, documents, etc., in completed form must be submitted to the Planning Department before or no later than 12:00 *noon on the* deadline date (see schedule).

I attest that the above information is true and correct to the best of my knowledge and I am now or will be fully prepared to present the above proposal at the Planning and Zoning Commission hearing. I understand that if any of the above information is found to be wrong or inaccurate that my application may be removed from consideration prior to the time the application is voted upon by the governing body of the City.

I, understand that in the event the undersigned is not present or represented at the public hearing, the Planning and Zoning Commission shall have the power to dismiss this proposal either at the call of the case or after hearing and such dismissal shall constitute a denial by both the Planning and Zoning Commission and the City Council.

I reserve the right to withdraw this proposal. However, written withdrawals filed at any time after the giving of notice to the Planning and Zoning Commission shall constitute a denial by the Commission and City Council. I understand that the filing fee is not refundable upon withdrawal of proposal.

Name of Property Owner: Carol Ann Kizer LTE

Telephone Number: _____

Mailing Address: 11409 Solar St., Lorena, TX

Email Address: _____

Signature of Property Owner: Carol Ann Kizer

Date: _____

Name of Applicant/Representative: Philip Bargas

Telephone Number: 979-224-5147

Mailing Address: 4040 SH 6 South, Suite 200, College Station, TX 77845

Email Address: bargas@bargasdev.com

Signature of Applicant/Representative: _____

Date: _____

Authorization Letter

Date: 10-9-2024

To Whom It May Concern:

I, Carol Ann Kizer, as the authorized representative of Carol Ann Kizer LTE, hereby appoint Philip Bargas to act on my behalf in all matters related to the zoning applications for the property located at 1150 W Warren Rd, Hewitt, TX.

This authorization includes but is not limited to, signing documents, attending meetings, and making decisions pertinent to the zoning process.

Should you have any questions regarding this authorization, please get in touch with me at your earliest convenience.

Sincerely,

Carol Ann Kizer
Carol Ann Kizer
Carol Ann Kizer LTE

Notary Acknowledgment

State of Texas

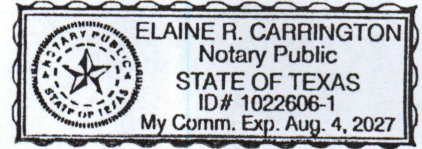
County of Mchenan

On this 9th day of October, 20 24, before me personally appeared Carol Ann Kizer, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that she executed the same for the purposes therein contained.

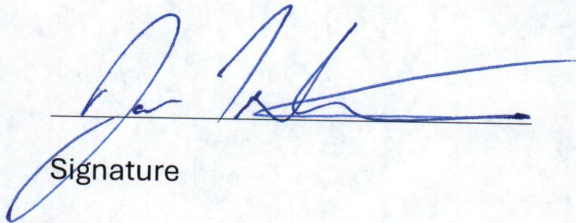
In witness whereof, I hereunto set my hand and official seal.

Elaine R. Carrington
Notary Public

My Commission Expires: August 4, 2027



I, JOE WHITE OF AMSTAD HEWITT LLC, owner of real property described as O'Campo C A-32 Acres 12.855, on W Warren Rd, authorize Philip Bargas, Bargas Development Services LLC, to act on my behalf for city processes relating to the above-reference property.


Signature

STATE OF TEXAS

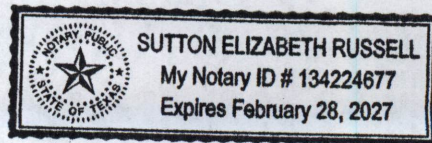
COUNTY OF Brazos

This instrument was acknowledged before me on this 10/14/2024 [date]
by Joe White [print name of person acknowledged].

Notary Public

Printed Name: Sutton Russell

My Commission Expires: 2/28/2027



Affix seal



PLANNING & ZONING COMMISSION NOTICE OF MEETING

December 17, 2024 at 6:00 PM

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

MINUTES

Commission: Walter H. Peterson, Chairman

Travis Bailey, Bobby Drake, Dustin Crawford, Brian Dalrymple, Michael Lee Hix, Paul Lasater

City Staff: Bo Thomas - City Manager, Miles Whitney - City Engineer, Tracy Lankford -
Community Development Director, Brittney Cantu - Zoning Secretary

CALL TO ORDER

Members Present: Acting Chairman Travis Bailey, Dustin Crawford, Brian Dalrymple, Bobby Drake, Mike Hix

Members Absent: Chairman Walt Peterson, Paul Lasater

Staff Present: Tracy Lankford, Community Development Director

Brittney Cantu, Community Development Coordinator

Acting Chairman Travis Bailey called the meeting to order at 6:00PM.

PUBLIC HEARING(S) AND RELATED ACTION

1. Public hearing on a request from Bargas Development Services, LLC, to change the zoning of a portion of O'Campo C Survey, A-32, being a 12.855-acre tract located along the southeast corner of W. Warren and Ritchie Rd, totaling 0.88 acres, from R-1 Single Family Residential District to R-1-G Garden Home District

Public hearing opened at 6:01PM. Phil Bargas with Bargas Development Services available to answer questions. No one spoke for or against request.

2. Public hearing on a request from Bargas Development Services, LLC, to change the zoning of a portion of O'Campo C Survey, A-32, being a 19.202-acre tract located along the southeast corner of W. Warren and Ritchie Rd, totaling 5.98 acres, from R-1 Single Family Residential District to R-1-G Garden Home District.

Phil Bargas with Bargas Development Services available to answer questions. No one spoke for or against request. Public Hearing closed at 6:02PM.

REGULAR AGENDA ITEMS

3. Discussion and possible action to a request from Bargas Development Services, LLC, to change the zoning of a portion of O'Campo C Survey, A-32, being a 12.855-acre tract located along the southeast corner of W. Warren and Ritchie Rd, totaling 0.88 acres, from R-1 Single Family Residential District to R-1-G Garden Home District.

A motion was made by Mike Hix, seconded by Brian Dalrymple, to recommend approval of the rezone request. All five in favor, motion to go before City Council on January 6, 2025.

4. Discussion and possible action to a request from Bargas Development Services, LLC, to change the zoning of a portion of O'Campo C Survey, A-32, being a 19.202-acre tract located along the southeast corner of W. Warren and Ritchie Rd, totaling 5.98 acres, from R-1 Single Family Residential District to R-1-G Garden Home District.

A motion was made Brian Dalrymple, seconded by Mike Hix, to recommend approval of the rezone request. All five in favor, motion to go before City Council on January 6, 2025.

5. Consider approval of minutes for the April 2, 2024 regular Planning and Zoning Meeting.

A motion was made by Mike Hix, seconded by Dustin Crawford, to approve the minutes as submitted, but allow for corrections. All five in favor, motion passed.

ADJOURNMENT

Meeting is adjourned at 6:06PM.

Approved: _____
Chairman

ATTEST:

Brittney Cantu
City of Hewitt Zoning Secretary

Tracy Lankford
Community Development Director

ORDINANCE NO. 2025-02

AN ORDINANCE OF THE CITY COUNCIL OF HEWITT, TEXAS, AMENDING ORDINANCE NO. 11-15-99 AND ALL AMENDMENTS THERETO, KNOWN AS THE ZONING ORDINANCE OF THE CITY OF HEWITT, TEXAS, CHANGING THE ZONING CLASSIFICATIONS OF THE HEREIN DESCRIBED PROPERTY FROM R-1 SINGLE FAMILY RESIDENTIAL DISTRICT TO R-1-G GARDEN HOME DISTRICT PROVIDING FOR PENALTY; PROVIDING FOR PUBLICATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, under the Code of Ordinances of the City of Hewitt, a request was submitted by Bargas Development Services, LLC, to rezone property known as a portion of the O'Campo C Survey, A-32, being a 19.202-acre tract located along the southeast corner of W. Warren and Ritchie Rd., totaling 5.98 acres from **R-1 Single Family Residential District to R-1-G Garden Home District**

WHEREAS, public notice was given, and property owners within 200' were notified of the rezoning request as required by state law and

WHEREAS, a public hearing in relation thereto at which parties in interest and citizens had an opportunity to be heard was held by the City Council of the City of Hewitt on January 6, 2025, after due notice in the manner provided by law, and

WHEREAS, a public hearing of the Planning and Zoning Commission at which parties in interest and citizens had an opportunity to be heard was held on Thursday, December 17, 2024, after due notice in the manner provided by law and

WHEREAS, a site plan of the proposed development was presented and discussed, and

WHEREAS, the said Commission has made a report to the City Council of the City of Hewitt, Texas, recommending approval of this rezoning request by a unanimous vote and

WHEREAS, the City Council of the City of Hewitt, Texas, deems that this rezoning is under the Comprehensive Land Use Plan and is in the public interest;

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

SECTION ONE. A portion of that particular tract or parcel of land in McLennan County, Texas, known as a portion of the O'Campo C Survey, A-32, being a 19.202-acre tract located along the southeast corner of W. Warren and Ritchie Rd., totaling 5.98 acres from **R-1 Single Family Residential District to R-1-G Garden Home District.**

SECTION TWO. A proposed map of the area is shown in Exhibit "A."

SECTION THREE. All ordinances, statutes, restrictions, and regulations applicable to this property shall be complied with, as well as all zoning restrictions and regulations that apply to this property.

SECTION FOUR. That all provisions of the ordinances of the City of Hewitt 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 Hewitt not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION FIVE. Should any section, paragraph, sentence, clause, or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

SECTION SIX. Any person, firm, corporation, agent, or employee thereof who violates any of the provisions of this Ordinance shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined not to exceed Two Thousand and No/100 Dollars (\$2,000.00) for each offense. Each day a violation is permitted to exist shall constitute a separate offense.

SECTION SEVEN. The caption of this Ordinance shall be published within ten (10) days of its passage in a newspaper of general circulation in the City of Hewitt.

SECTION EIGHT. This Ordinance shall become effective ten (10) days after its passage and upon its publication as required by law.

PASSED AND APPROVED this the 6th day of January 2025 at a Regular Meeting of the City Council of Hewitt, Texas.

CITY OF HEWITT

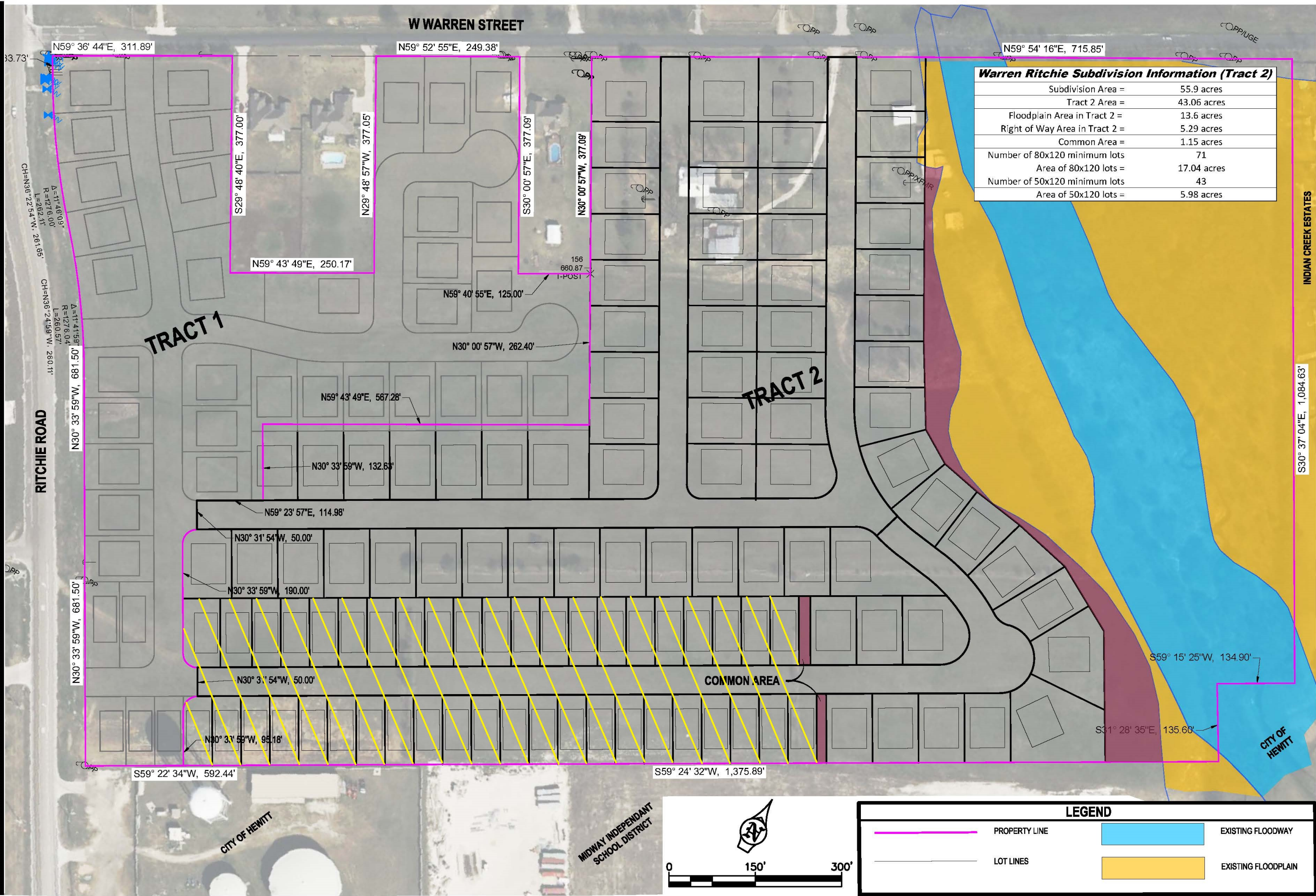
Steve Fortenberry

ATTEST:

Lydia Lopez, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Michael W. Dixon, City Attorney



TRACT 2 REZONING EXHIBIT
WARREN RITCHIE SUBDIVISION
CITY OF HEWITT, TEXAS

BEAMON
ENGINEERING

TBPE FIRM NO. F-21588
11198 ELLA LN
HEARNE, TX 77859
PH. (979) 571-2407

DRAWN BY: DPB
APPROVED BY: DPB
DATE: NOV. 01, 2024
JOB NUMBER: TBD
SCALE: 1"=150'
SHEET NO.: 4 OF 4



COUNCIL AGENDA ITEM FORM

MEETING DATE: January 6, 2025

AGENDA ITEM #: 5.

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Approve minutes of the December 9, 2024, City Council Regular Meeting.

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 to approve the minutes as presented but to allow for corrections.

ATTACHMENTS:

1. December 9, 2024, City Council Workshop-Special Meeting Minutes



CITY COUNCIL WORKSHOP/SPECIAL MEETING

December 9, 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 6:15 PM, announced all members were present, and declared a quorum.

WORKSHOP AGENDA

1. Introduction and demonstration of the new Council computers.
City Manager Bo Thomas introduced Wanda Brooks, Administrative Assistant to the City Manager, and Lydia Lopez, City Secretary, who briefly demonstrated the newly installed Council computers.
2. Presentation on bid results for the construction of Fire Station No. 2.
City Manager Bo Thomas introduced Ricardo Martinez, Martinez Architects, L.L.C., who summarized the bid process and bid evaluation results for the construction of Fire Station No. 2.

WORKSHOP ADJOURNMENT

MOTION: Council Member Bob Potter to adjourn the Workshop Meeting at 6:40 PM.

SECOND: Council Member Michael Bancale

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.

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 had received any public comment forms. The City Secretary did not receive any public comment forms.

REGULAR AGENDA ITEMS

3. Approve minutes of the November 18, 2024, City Council Regular Meeting.
MOTION: Council Member Michael Bancale moved to approve the minutes as presented but to allow for corrections.
SECOND: Council Member Bob Potter
AYES: Bancale, Potter, Stephens, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: None
MOTION PASSED.
4. Discussion and possible action on reappointments to the Parks and Beautification Committee.
City Manager Bo Thomas presented.
MOTION: Mayor Pro Tem Erica Bruce moved to approve Richard Driver's and Vernon Bailey's reappointment to the Parks and Beautification Committee, with terms expiring in December 2026.
SECOND: Council Member Brad Turner
AYES: Bancale, Potter, Stephens, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: None
MOTION PASSED.
5. Discussion and possible action on a reappointment to the Library Board.
City Manager Bo Thomas presented.
MOTION: Council Member Johnny Stephens moved to approve Julie Holcomb's reappointment to the Library Board for a two-year term ending in December 2026.
SECOND: Mayor Pro Tem Erica Bruce
AYES: Bancale, Potter, Stephens, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: None
MOTION PASSED.

6. Discussion and possible action on an appointment to the Library Board.
City Manager Bo Thomas presented.
MOTION: Council Member Brad Turner moved to approve the appointment of Kevin Lightfoot to the Library Board with a term expiring in December 2026.
SECOND: Council Member Michael Bancale
AYES: Bancale, Potter, Stephens, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: None
MOTION PASSED.
7. Discussion and possible action to approve the purchase of a John Deere 60P mini excavator and hydraulic hammer.
City Manager Bo Thomas presented.
MOTION: Council Member Bob Potter moved to approve the purchase of a John Deere 60 P mini excavator and hydraulic hammer from RDO Equipment Co. for \$80,737.36.
SECOND: Council Member Michael Bancale
AYES: Bancale, Potter, Stephens, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: None
MOTION PASSED.
8. Discussion and possible action to award a bid for the construction of Fire Station No. 2.
City Manager Bo Thomas summarized Martinez Architects' presentation on the bid process and evaluation criteria at the Workshop Meeting.
MOTION: Council Member Michael Bancale moved to award the bid to Baird Williams Construction and authorize the City Manager to execute the construction contract.
SECOND: Council Member Bob Potter
The City Secretary polled the Council for the vote.
AYES: Bancale, Potter, Stephens, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: None
MOTION PASSED.
9. Discussion and possible action on the 2025 Interlocal Agreement for Household Hazardous Waste Collection with the City of Waco.
City Manager Bo Thomas presented.
MOTION: Mayor Pro Tem Erica Bruce moved to approve the 2025 Interlocal Agreement for Household Waste Collection with the City of Waco and authorize the City Manager to execute all documents and allocate funding for the cost of participation.
SECOND: Council Member Brad Turner
AYES: Bancale, Potter, Stephens, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: None
MOTION PASSED.

10. Discussion and possible action on **Resolution No. 2024-16**, opting into the global opioid settlement with Kroger Co., and authorizing the Mayor to execute an additional settlement agreement.

City Manager Bo Thomas presented.

MOTION: Council Member Michael Bancale moved to approve **Resolution No. 2024-16**, opting into the global opioid settlement with Kroger Co., agreeing to the allocation sheet, and authorizing the Mayor to execute this additional settlement agreement.

SECOND: Council Member Bob Potter

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

NAYES: None

ABSENT: None

MOTION PASSED.

11. Discussion and possible action on **Resolution No. 2024-17**, authorizing the City Manager to renew an agreement with the Greater Hewitt Chamber of Commerce for the marketing and promotion of Hewitt.

City Manager Bo Thomas introduced Executive Director Alissa Cady, who gave a brief presentation on the Chamber's collaborative partnership with the city.

MOTION: Council Member Michael Bancale moved to approve **Resolution No. 2024-17**, authorizing the City Manager to renew the agreement with the Greater Hewitt Chamber of Commerce for the marketing and promotion of Hewitt.

SECOND: Mayor Pro Tem Erica Bruce

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

NAYES: None

ABSENT: None

MOTION PASSED.

ADJOURNMENT

MOTION: Mayor Pro Tem Erica Bruce moved to adjourn the Special Meeting at 7:33 PM.

SECOND: Council Member Bob Potter

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: January 6, 2025

AGENDA ITEM #: 6.

SUBMITTED BY: Miles Whitney, P.E.

ITEM DESCRIPTION:

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.

STAFF RECOMMENDATION/ITEM SUMMARY:

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

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

No action is required.

ATTACHMENTS:

1. Hewitt-PR-12.30.2024

HEWITT TEXAS

CITY ENGINEER'S REPORT

December 30, 2024

Utility Projects

Commerce Park Plant Improvements

- Well
Contract on hold till Plant portions progress.
- Plant
 - Tank walls have been erected. The contractor is working on erecting roof panels.

Lift Station No. 4

- Topo received, working preliminary alignments to document potential conflicts.

Street/Transportation Projects

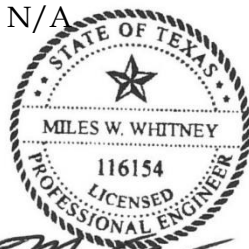
E. Wall and Briarfield

City crews have searched for potential conflicts, to identify potential conflict areas and determine the elevations of the utility lines. Fiber optic crews are currently in the area installing fiber lines. Based on an initial review of their plans, it appears there should be no conflicts with their installation. However, we will continue to monitor the installation. We should be advertising for bids in the coming month.

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: January 6, 2025

AGENDA ITEM #: 7.

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Briefing and discussion concerning the Financial Statements ending November 30, 2024.

STAFF RECOMMENDATION/ITEM SUMMARY:

The financial statements ending November 30, 2024, were sent electronically on December 5, 2024. This is an opportunity for the council to ask questions or comment.

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: January 6, 2025

AGENDA ITEM #: 8.

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Discussion and possible action on two appointments to the Library Board.

STAFF RECOMMENDATION/ITEM SUMMARY:

We have received two applicants for service on the Library Board. I've attached applications from Catlin Miller and Linda O'Neil. Both will be present for a brief introduction. There are two vacancies on the board at this time. The terms will expire in December 2026.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

I move to approve the appointments of Catlin Miller and Linda O'Neil to the Library Board for a two-year term ending in December 2026.

ATTACHMENTS:

1. Council-Boards- Commissions-Committees list - 2024 -Library
2. Caitlin Miller Library Board Application
3. Linda O'Neil Library Board Application

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) VACANCY	(12-2026) Kevin Lightfoot 252 Topaz Cir. (254) 405-1298	(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	(12-2026) 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	(12-2026) VACANCY	
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	(12-2026) Vernon Bailey 301 Tampico Dr. (512) 797-6377	(12-2026) VACANCY	
Mayor Steve Fortenberry Ward 3 (05-2026) 701 Oakmont Dr. (254) 709-0030	Alternate (04-2026) Jeff Lara 436 W. Wall St. (254) 412-8653	(06-2025) Michael Lee Hix 336 Bowie Ln. (254) 723-5071	(12-2026) 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	(12-2026) VACANCY	(12-2025) Sally Goldman 132 Texas (254) 666-2436	

Updated: 12/13/2024

APPLICATION FOR BOARDS & COMMISSIONS TO THE CITY OF HEWITT

The City of Hewitt appreciates your interest in serving the community. A listing of the boards and commissions is found behind your application. Appointments are made during the year as vacancies occur. This is great opportunity for you to play a vital role in shaping your community.

NAME OF APPLICANT: Caitlin Miller
HOME ADDRESS: 928 Steamboat Circle Hewitt, TX 76643
DAYTIME TELEPHONE NUMBER: 254-723-8640 E-MAIL ADDRESS: cmiller0042@gmail.com

PLEASE CHECK APPROPRIATE STATEMENTS: ☒ I reside within the city limits of Hewitt, Texas.*

* **IMPORTANT** -- By checking this box and signing this form, you are indicating that your legal residence or domicile - your home and fixed place of habitation to which you intend to return after any temporary absence - is located within the city limits of Hewitt, Texas.

LENGTH OF TIME APPLICANT HAS RESIDED IN THE HEWITT CITY LIMITS: 3 years

PLEASE INDICATE BELOW HOW YOU WOULD LIKE TO SERVE THE CITY OF HEWITT. (**IMPORTANT**: IF MORE THAN ONE AREA IS INDICATED, **NUMBER YOUR PREFERENCES** WITH "1" BEING YOUR FIRST CHOICE, "2" BEING YOUR SECOND CHOICE, ETC.). PLEASE SEE REVERSE SIDE FOR DESCRIPTIVE INFORMATION.

- ☐ Board of Adjustment (must be resident of Hewitt)
☐ Civil Service Commission (must be resident of Hewitt)
☒ 1 Library Board (must be resident of Hewitt)
☐ Parks and Beautification Committee (must be resident of Hewitt)
☐ Planning and Zoning Commission (must be resident of Hewitt)

OTHER WAYS YOU SERVE YOUR COMMUNITY: I serve at Renew Church Waco -> Hospitality

SPECIAL INTERESTS/SKILLS/EXPERIENCE/EDUCATION YOU FEEL MAY BE HELPFUL: I worked at HPL for 3 years, & I currently work as an academic librarian

OCCUPATION/EMPLOYER: Reference Librarian / University of Mary Hardin-Baylor

REFERENCES (MUST BE HEWITT RESIDENTS): Linda O'Neil TELEPHONE #: 254-744-1298
Beth Oakley TELEPHONE #: 254-644-3594 *please text*

SIGNATURE OF APPLICANT: Caitlin Miller DATE: 12/13/24

Return Application to:
Lydia Lopez, City Secretary
200 Patriot Court
Hewitt, Texas 76643
Phone: 254-296-5602 - Fax: 254-666-6014
Email: citysecretary@cityofhewitt.com

OFFICE USE ONLY

Date interviewed by Council: _____
Date appointed by Council: _____
Date sworn in by Council: _____
Reappointed: _____

Term to expire: _____
Term to expire: _____

APPLICATION FOR BOARDS & COMMISSIONS TO THE CITY OF HEWITT

The City of Hewitt appreciates your interest in serving the community. A listing of the boards and commissions is found behind your application. Appointments are made during the year as vacancies occur. This is great opportunity for you to play a vital role in shaping your community.

NAME OF APPLICANT: Linda O'Neil
HOME ADDRESS: 638 Barbara Jean St. Hewitt, Tx 76643
DAYTIME TELEPHONE NUMBER: 254 744-1298 E-MAIL ADDRESS: lconeil48@yahoo.com

PLEASE CHECK APPROPRIATE STATEMENTS: ☒ I reside within the city limits of Hewitt, Texas.*

* **IMPORTANT** -- By checking this box and signing this form, you are indicating that your legal residence or domicile - your home and fixed place of habitation to which you intend to return after any temporary absence - is located within the city limits of Hewitt, Texas.

LENGTH OF TIME APPLICANT HAS RESIDED IN THE HEWITT CITY LIMITS: 24 yrs

PLEASE INDICATE BELOW HOW YOU WOULD LIKE TO SERVE THE CITY OF HEWITT. (**IMPORTANT**: IF MORE THAN ONE AREA IS INDICATED, **NUMBER YOUR PREFERENCES** WITH "1" BEING YOUR FIRST CHOICE, "2" BEING YOUR SECOND CHOICE, ETC.). PLEASE SEE REVERSE SIDE FOR DESCRIPTIVE INFORMATION.

- ☐ Board of Adjustment (must be resident of Hewitt)
- ☐ Civil Service Commission (must be resident of Hewitt)
- ☒ Library Board (must be resident of Hewitt)
- ☐ Parks and Beautification Committee (must be resident of Hewitt)
- ☐ Planning and Zoning Commission (must be resident of Hewitt)

OTHER WAYS YOU SERVE YOUR COMMUNITY: Visit Nursing Homes - Special Needs Event

SPECIAL INTERESTS/SKILLS/EXPERIENCE/EDUCATION YOU FEEL MAY BE HELPFUL: _____

Worked for library for 16 yrs.

OCCUPATION/EMPLOYER: Hewitt Library will be retiring end of Dec. 24

REFERENCES (MUST BE HEWITT RESIDENTS): Karen Copeland TELEPHONE #: 254 717-4906
Sandra Merrill TELEPHONE #: 210 885-5840

SIGNATURE OF APPLICANT: Linda O'Neil DATE: 12-9-2024

Return Application to:
Lydia Lopez, City Secretary
200 Patriot Court
Hewitt, Texas 76643
Phone: 254-296-5602 - Fax: 254-666-6014
Email: citysecretary@cityofhewitt.com

OFFICE USE ONLY

Date interviewed by Council: _____
Date appointed by Council: _____
Date sworn in by Council: _____
Reappointed: _____

Term to expire: _____
Term to expire: _____



COUNCIL AGENDA ITEM FORM

MEETING DATE: January 6, 2025

AGENDA ITEM #: 9.

SUBMITTED BY: Jessica Higgins, Human Resource Director/Civil Service Director

ITEM DESCRIPTION:

Discussion and possible action on a reappointment to the Civil Service Commission.

STAFF RECOMMENDATION/ITEM SUMMARY:

Chapter 143.006 of the Texas Local Government Code requires the City Council to confirm a Civil Service Commissioner's reappointment after three consecutive terms. Tom Mattern has served three consecutive terms and has agreed to serve another three-year term beginning January 1, 2025.

FISCAL IMPACT:

Amount Budgeted -N/A
Line Item in Budget -N/A

SUGGESTED MOTION:

I move to approve the reappointment of Civil Service Commissioner Tom Mattern to serve another three-year term.

ATTACHMENTS:

None

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: January 6, 2025

AGENDA ITEM #: 10.

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Discussion concerning the May 3, 2025, General and Special Election.

STAFF RECOMMENDATION/ITEM SUMMARY:

The General & Special Election will be held on May 3, 2025. The Council will order the General & Special Election on February 3, 2025. The following Council positions are up for election this year: Ward 1, Place 1 (currently held by Council Member Brad Turner); Ward 2, Place 1 (currently held by Council Member Bob Potter); Ward 3, Place 1 (currently held by Mayor Pro Tem Erica Bruce); At-Large (presently held by Council Member Michael Bancale). The Special Election will be held to fill the vacant seat in Ward 2, Place 2.

Candidate packets will be available on January 6, 2025. The first day to apply for a place on the ballot is **Wednesday, January 15, 2025**, and the last day to file is **Friday, February 14, 2025**, at 5:00 p.m.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

No action is required.

ATTACHMENTS:

1. Notice of Deadline to File - 2025

NOTICE OF DEADLINE TO FILE AN APPLICATION FOR PLACE ON THE BALLOT CITIES, SCHOOL DISTRICTS AND OTHER POLITICAL SUBDIVISIONS

AVISO DE FECHA LÍMITE PARA PRESENTAR UNA SOLICITUD PARA UN LUGAR EN LA BOLETA PARA CIUDADES, DISTRITOS ESCOLARES Y OTRAS SUBDIVISIONES POLÍTICAS

Notice is hereby given that an application for a place on the _____ City of Hewitt
(name of political subdivision)

General Special Election ballot may be filed as indicated below:
(Circle one)

(Se da aviso por la presente que una solicitud para un lugar en la boleta de la Elección

General Especial de _____ Cuidad de Hewitt _____ puede ser presentada como se indica
(circule uno) (nombre de la subdivisión política)

a continuación:)

Filing Dates and Times:

(Fechas y Horario para Entregar Solicitudes:)

Start Date: 01/15/2025
(Fecha Inicio)

End Date: 02/14/2025
(Fecha Límite)

Office Hours: Monday-Friday - 8:00 am to 5:00 pm
(Horario de la Oficina)

Physical address for filing an application in person for place on the ballot:

(Dirección física para presentar una solicitud en persona para un lugar en la boleta)

City Secretary's Office - Hewitt City Hall, 200 Patriot Court, Hewitt, TX 76643

Address to mail an application for place on the ballot (if filing by mail):

(Dirección a donde enviar una solicitud para un lugar en la boleta (en caso de presentar por correo))

Lydia Lopez, City Secretary, 200 Patriot Court, Hewitt, TX 76643

Email and Fax Number to send an application for place on the ballot: If a filing fee is submitted, the application may not be faxed or emailed.

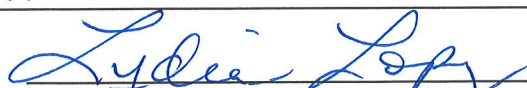
(Dirección de correo electrónico o número de fax para enviar una solicitud para un lugar en la boleta: Si un pago de inscripción es presentada, la solicitud no puede ser enviada por correo electrónico o fax.)

citysecretary@cityofhewitt.com - Fax No. 254-666-6014

Lydia Lopez

Printed Name of Filing Officer or Designee

(Nombre en letra de molde del Oficial de Archivos
o Persona Designada)



Signature of Filing Officer or Designee

(Firma del Oficial de Archivos o Persona Designada)

12 / 10 / 2024

Date Posted

(Fecha archivada)



COUNCIL AGENDA ITEM FORM

MEETING DATE: January 6, 2025

AGENDA ITEM #: 11.

SUBMITTED BY: Bo Thomas, City Manager

ITEM DESCRIPTION:

Discussion and possible action on rescheduling the City Council meeting scheduled for January 20, 2025.

STAFF RECOMMENDATION/ITEM SUMMARY:

The City Council meeting scheduled for January 20, 2025, is an official city holiday. The Council has the option to hold the scheduled meeting, reschedule the meeting to another date, or cancel the meeting.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

This motion is at the Council's discretion.

ATTACHMENTS:

None