



CITY COUNCIL WORKSHOP/REGULAR MEETING

October 20, 2025, at 6:00 PM

Hewitt Public Safety - Training Room, 100 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 - 6:00 PM

WORKSHOP DECLARATION OF A QUORUM AND CALL TO ORDER

Mayor Steve Fortenberry called the Workshop Meeting to order at 6:00 p.m. and declared a quorum was present. Council Member Johnny Stephens was absent.

WORKSHOP AGENDA

1. Briefing and discussion on Fiscal Year 2025–2026 water and wastewater rates, including a possible update to the cost-of-service rate study.

City Manager Bo Thomas reviewed portions of the Willdan Water and Wastewater Rate Study in support of the recommended rate adjustments included in the FY 2025–2026 Budget. He explained that this year marks the fifth and final year of the financial plan outlined in the study. Mr. Thomas provided an overview of the City's water and wastewater rate history and summarized the revenues generated through incremental rate increases over the past several years. He reviewed the Utility Fund balance sheet, reporting total unrestricted funds of approximately \$5.5 million, with \$3 million allocated for the lift station and force main project. Mr. Thomas concluded by asking the Council whether they would like to consider updating the cost-of-service rate study as part of future budgeting efforts to replenish the unrestricted funds and fund future capital improvement projects.

The Council discussed the following: evaluating the tiers within the water-rate structure, the estimated cost for performing the rate update, the number of customer accounts falling into each tier (for example those using over 12,000 gallons), the cost of purchasing water from the City of Waco, comparisons of water rates in peer cities, projecting future capital improvement projects, and practices for the effective management of water resources.

WORKSHOP ADJOURNMENT

MOTION: Council Member Michael Bancale moved to adjourn the Workshop Meeting at 6:49 p.m.

SECOND: Council Member Bob Potter

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 p.m. and declared a quorum. Council Member Johnny Stephens was absent.

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 required public comment statement and asked if the City Secretary had received any public comment forms. The City Secretary reported receiving one form. Rebecca Eubank, a resident of China Spring, Texas, appeared before the Council to introduce herself as a candidate for District Clerk.

REGULAR AGENDA ITEMS

2. Approve minutes of the October 6, 2025, City Council Workshop/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: Turner, Bruce, Bancale, Potter, and Fortenberry

NAYES: None

ABSENT: Stephens

MOTION PASSED.

3. Presentation of the report by 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, P.E., reviewed the listed projects and responded to Council's questions.

4. Briefing and discussion concerning the Financial Statements ending September 30, 2025.
City Manager Bo Thomas advised that Finance Director Lee Garcia previously sent the September Financial Statements electronically on October 6, 2025, for review. The Council raised no questions or concerns.
5. Discussion and possible action on approval of the Quarterly Investment Report ending September 30, 2025.
City Manager Bo Thomas presented the Quarterly Investment Report as prepared by Valley View Consulting, LLC.
MOTION: Council Member Michael Bancale moved to approve the Quarterly Investment Report ending September 30, 2025.
SECOND: Council Member Bob Potter
AYES: Bruce, Bancale, Potter, Turner, and Fortenberry
NAYES: None
ABSENT: Stephens
MOTION PASSED.
6. Discussion and possible action to approve the purchase of a 2025 Ford F-150 4x4 for use in the Community Development Department.
City Manager Bo Thomas presented.
MOTION: Council Member Bob Potter moved to approve the purchase of a 2025 Ford F-150 4X4 for \$51,422.89.
SECOND: Council Member Michael Bancale
AYES: Bruce, Bancale, Potter, Turner, and Fortenberry
NAYES: None
ABSENT: Stephens
MOTION PASSED.

Agenda items #7 and #8 were reordered.

8. Discussion and possible action to approve the expenditure not to exceed \$55,000 for the purchase and upfitting of a 2025 Ford Explorer Crime Scene Vehicle for the Police Department.
City Manager Bo Thomas presented.
MOTION: Mayor Pro Tem Erica Bruce moved to approve the expenditure not to exceed \$55,000 for the purchase and upfitting of a 2025 Ford Explorer.
SECOND: Council Member Brad Turner
AYES: Potter, Bancale, Bruce, Turner, and Fortenberry
NAYES: None
ABSENT: Stephens
MOTION PASSED.
7. Discussion and possible action to approve an expenditure not to exceed \$194,796 for the purchase and upfitting of two marked Ford Police Interceptor Utility patrol vehicles for the Police Department.
City Manager Bo Thomas presented.
MOTION: Council Member Brad Turner moved to approve up to \$194,796 for the purchase and upfitting of two Ford Police Interceptor Utility vehicles for the Police Department.

SECOND: Mayor Pro Tem Erica Bruce
AYES: Bancale, Potter, Turner, Bruce, and Fortenberry
NAYES: None
ABSENT: Stephens
MOTION PASSED.

9. Discussion and possible action to approve **Ordinance No. 2025-18**, amending the Code of Ordinances Chapter 30, creating Article XII - Unattended Donation/Collection Boxes: establishing permit requirements, location restrictions, maintenance standards, enforcement mechanisms; providing for penalties; providing for inclusion in the Code; providing a severability clause; providing a savings clause; and providing an effective date.

City Manager Bo Thomas presented and read the caption of the ordinance into the record. Assistant City Manager Jim Devlin stated that the annual fee was increased from \$25 to \$100 and advised that, upon notification, individuals will have 90 days to comply with the requirements.

Mayor Steve Fortenberry requested that staff provide a summary or status report on the donation/collection boxes. ACM Devlin responded that this information will be included in the departmental monthly report.

MOTION: Mayor Pro Tem Erica Bruce moved approval of **Ordinance No. 2025-18**, amending the Code of Ordinances Chapter 30, creating Article XII — Unattended Donation/Collection Boxes: establishing permit requirements, location restrictions, maintenance standards, enforcement mechanisms, and providing penalties for violations of this Ordinance.

SECOND: Council Member Brad Turner
AYES: Turner, Potter, Bruce, Bancale, and Fortenberry
NAYES: None
ABSENT: Stephens
MOTION PASSED.

10. Request for future workshops and/or agenda items.

Mayor Pro Tem Erica Bruce asked whether Code Enforcement operations would be on the next Work Session agenda. City Manager Bo Thomas stated that was the current plan.

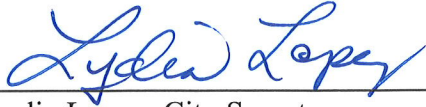
ADJOURNMENT

MOTION: Mayor Pro Tem Erica Bruce moved to adjourn the Regular Meeting at 7:36 p.m.

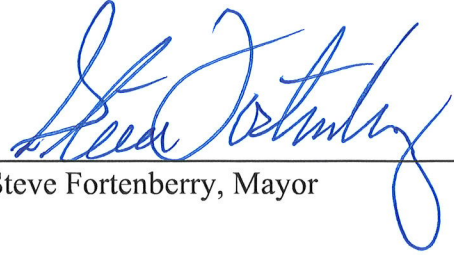
SECOND: Council Member Brad Turner
AYES: Bruce, Bancale, Potter, Turner, and Fortenberry
NAYES: None
ABSENT: Stephens
MOTION PASSED.

Approved: 11-03-2025

ATTEST:

A handwritten signature in blue ink, appearing to read "Lydia Lopez", written over a horizontal line.

Lydia Lopez, City Secretary

A handwritten signature in blue ink, appearing to read "Steve Fortenberry", written over a horizontal line.

Steve Fortenberry, Mayor