



CITY COUNCIL WORKSHOP/REGULAR MEETING

November 17, 2025, at 6:00 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.

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

WORKSHOP MEETING - 6:00 PM

WORKSHOP DECLARATION OF A QUORUM AND CALL TO ORDER

WORKSHOP AGENDA

1. Presentation and review of the Hewitt Public Library policy updates.
2. Presentation and discussion regarding a possible Fire Station Alerting System.

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 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

3. Approve the minutes of the November 3, 2025, City Council Workshop/Regular Meeting.
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.
5. Discussion concerning Financial Statements ending October 31, 2025.
6. Discussion and possible action on **Resolution No. 2025-14**, casting votes to elect Directors for the McLennan Central Appraisal District for a four-year term beginning January 1, 2026.
7. Requests for future workshops and/or agenda items.

ADJOURNMENT

I certify that the above notice of meeting was posted on the Public Notice Board in front of City Hall on November 10, 2025, by 5:00 PM.

CITY OF HEWITT

Lydia Lopez

Lydia Lopez, TRMC/MMC
City Secretary

In compliance with the Americans with Disabilities Act, the City of Hewitt will provide reasonable accommodations for people attending and/or participating in City Council meetings. The facility is wheelchair-accessible, and accessible parking is available 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: November 17, 2025

AGENDA ITEM #: 3.

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Approve the minutes of the November 3, 2025, City Council Workshop/Regular Meeting.

STAFF RECOMMENDATION/ITEM SUMMARY:

Attached are 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. November 3, 2025 City Council Workshop-Regular Meeting minutes



CITY COUNCIL WORKSHOP/REGULAR MEETING

November 3, 2025, at 6:00 PM

Hewitt Public Safety Facility, 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., announced all members were present, and declared a quorum.

WORKSHOP AGENDA

1. Presentation and discussion regarding the code enforcement operations.

Assistant Chief Heath Vanek reviewed the purpose of Code Enforcement, emphasizing its goal to uphold city codes that protect the community's health, safety, and welfare. He explained the two enforcement approaches — Compliance-Focused and Traditional Enforcement — and confirmed that the City of Hewitt currently follows the compliance-focused philosophy. He presented data from April through September 2025 and shared two flowcharts outlining the timelines for code violations at occupied and unoccupied residences.

Assistant Chief Vanek made recommendations to continue with the compliance-focused approach, authorize Code Enforcement to issue citations, and contract with outside lawn care companies for abatement. The Council held a general discussion regarding repeat offenders, due process, initiation of citations, possible ordinance revisions, certification requirements, assistance for elderly residents, and overall compliance rates.

WORKSHOP ADJOURNMENT

MOTION: Council Member Bob Potter moved to adjourn the Workshop Meeting at 6:55 p.m.

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 p.m., 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 public comment statement 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

2. Approve the minutes of the October 20, 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: Bancale, Potter, Stephens, Turner, Bruce, and Fortenberry
NAYES: None,
ABSENT: None
MOTION PASSED.
3. Discussion and possible action to approve the purchase of a Kubota Tractor for use in the Drainage Department.
City Manager Bo Thomas presented.
MOTION: Council Member Bob Potter moved to approve the purchase of a Kubota M5-091HDC-1 Tractor from WC Tractor for \$59,404.57.
SECOND: Council Member Michael Bancale
AYES: Stephens, Turner, Bruce, Bancale, Potter, and Fortenberry
NAYES: None
ABSENT: None
MOTION PASSED.
4. Discussion and possible action on **Resolution No. 2025-10**, establishing water and wastewater rates for Fiscal Year 2025-2026.
City Manager Bo Thomas presented.
MOTION: Council Member Brad Turner moved approval of **Resolution No. 2025-10**, establishing water and wastewater rates for Fiscal Year 2025-2026.

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

5. Discussion and possible action on **Resolution No. 2025-11**, adopting the McLennan County Hazard Mitigation Action Plan.

City Manager Bo Thomas presented.

MOTION: Council Member Michael Bancale moved to approve **Resolution No. 2025-11**, adopting the McLennan County Hazard Mitigation Action Plan.

SECOND: Council Member Bob Potter

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

NAYES: None

ABSENT: None

MOTION PASSED.

6. Discussion and possible action on **Resolution No. 2025-12**, adopting the City of Hewitt's Investment Policy.

City Manager Bo Thomas presented and advised that there were no amendments to the policy.

MOTION: Council Member Bob Potter moved to approve **Resolution No. 2025-12**, adopting the City of Hewitt's Investment Policy.

SECOND: Council Member Michael Bancale

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

NAYES: None

ABSENT: None

MOTION PASSED.

7. Discussion and possible action on **Resolution No. 2025-13**, amending and adopting the City of Hewitt's Purchasing Policy.

City Manager Bo Thomas presented the item, noting that the proposed amendments to the Purchasing Policy incorporate updates from the amended City Charter and recent legislation in Local Government Code Chapter 252 related to competitive bidding. One correction was noted to the policy.

MOTION: Mayor Pro Tem Erica Bruce moved to approve **Resolution No. 2025-13**, amending and adopting the City of Hewitt's Purchasing Policy.

SECOND: Council Member Brad Turner

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

NAYES: None

ABSENT: None

MOTION PASSED.

8. Discussion and possible action on **Ordinance No. 2025-19**, amending and adopting Chapter 2, Administration, Article VI, Finance, Section 2-301, Purchase Procedure.

City Manager Bo Thomas presented and read the caption of the ordinance into the record. Mr. Thomas noted that the ordinance is intended to bring the City into compliance with recent legislative changes to Local Government Code Chapter 252 and the corresponding provisions of the amended City Charter.

MOTION: Council Member Brad Turner moved to approve **Ordinance No. 2025-19**, amending and adopting Chapter 2, Administration, Article VI, Finance, Section 2-301, Purchase Procedures.

SECOND: Council Member Johnny Stephens

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

NAYES: None

ABSENT: None

MOTION PASSED.

9. Discussion and possible action to authorize the City Manager to engage Willdan Financial Services ("WFS") to perform and provide a Water/Wastewater Rate Study update.

City Manager Bo Thomas presented the terms for an updated rate study from Willdan Financial Services ("WFS").

MOTION: Council Member Michael Bancale moved to authorize the City Manager to engage Willdan Financial Services to perform a rate study update in the amount of \$32,900.

SECOND: Council Member Bob Potter

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

NAYES: None

ABSENT: None

MOTION PASSED.

10. Discussion and possible action on rescheduling the City Council meetings for December 2025.

City Manager Bo Thomas presented the option to reschedule the December City Council meeting for December 1 or December 8.

MOTION: Council Member Johnny Stephens moved to approve the rescheduling of the City Council meetings in December so that only one meeting will be held on December 8, 2025.

SECOND: Council Member Brad Turner

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

NAYES: None

ABSENT: None

MOTION PASSED.

11. Requests for future workshops and/or agenda items.

City Manager Bo Thomas offered the Council an opportunity to request future workshops and/or agenda items. The Council did not make any requests.

ADJOURNMENT

MOTION: Council Member Bob Potter moved to adjourn the Regular Meeting at 7:41 p.m.

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: November 17, 2025

AGENDA ITEM #: 4.

SUBMITTED BY: Miles Whitney, City Engineer

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 the report and answer any questions.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

No action is required.

ATTACHMENTS:

1. Hewitt-PR-11.7.25

HEWITT TEXAS

CITY ENGINEER'S REPORT

November 7, 2025

Utility Projects

Commerce Park Plant Improvements

- Well
Electrical work is ongoing.
- Plant
 - Electrical work is ongoing.

Lift Station No. 4

- A meeting with TxDOT is scheduled for 11/14, to discuss alignments. Working to schedule a meeting time with Waco to complete connection point design.

Street/Transportation Projects

E. Wall and Briarfield

The contractor continues storm sewer installation for the project. In addition, the contractor is working on roadway excavations along the eastern part of E. Wall St.

Minute, Peer & New Acres; Street/Utility Impr.

Design work continues, awaiting geotechnical investigations to finish roadway design profiles.

Sunset, Sunnydale & Redbud; Street/Utility Impr.

Design work continues, awaiting geotechnical investigations to finish roadway design profiles.

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: November 17, 2025

AGENDA ITEM #: 5.

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Discussion concerning Financial Statements for the period ending October 31, 2025.

STAFF RECOMMENDATION/ITEM SUMMARY:

The financial statements for the period ending October 31, 2025, were sent electronically on November 7, 2025. This item 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: November 17, 2025

AGENDA ITEM #: 6.

SUBMITTED BY: Bo Thomas, City Manager

ITEM DESCRIPTION:

Discussion and possible action on **Resolution No. 2025-14**, casting votes to elect Directors for the McLennan Central Appraisal District for a four-year term beginning January 1, 2026.

STAFF RECOMMENDATION/ITEM SUMMARY:

Attached is a resolution and an official ballot for selecting up to two (2) members for the Board of Directors of the McLennan Central Appraisal District. Each taxing entity is allotted a certain number of votes. The city has 75 votes in total. The votes may be cast as a block or unit or distributed among candidates. The deadline to submit the attached resolution and official ballot is **before** December 15.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

I move approval of **Resolution No. 2025-14**, casting the City's votes to elect Directors for the McLennan Central Appraisal District for a four-year term beginning January 1, 2026, as follows:
[list the number of votes cast for each nominee].

ATTACHMENTS:

1. 2026 Entity Voting Entitlements
2. 2025-14 McLennan Central Appraisal District Votes Cast Resolution
3. 2026 BALLOT

**MCLENNAN CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS
ALLOWABLE VOTES BY ENTITY**

TAXING UNIT	Preceding YR Tax Levy 2024	PERCENT OF TOTAL LEVY	CALCULATED 2026 TERM VOTES
TOTAL	565,030,621	100%	5,000
SCHOOL DISTRICTS			
AXTELL ISD	1,708,655.84	0.302401%	15
BOSQUEVILLE ISD	3,439,703.98	0.608764%	30
BRUCEVILLE-EDDY ISD	2,066,630.98	0.365756%	18
CHINA SPRING ISD	14,018,586.83	2.481031%	124
CONNALLY ISD	10,056,813.07	1.779870%	89
CRAWFORD ISD	3,431,317.66	0.607280%	30
GHOLSON ISD	638,050.84	0.112923%	6
HALLSBURG ISD	1,010,634.13	0.178864%	9
LA VEGA ISD	18,638,309.90	3.298637%	165
LORENA ISD	8,512,770.11	1.506603%	75
MART ISD	1,470,945.91	0.260330%	13
McGREGOR ISD	10,241,246.18	1.812512%	91
MIDWAY ISD	77,526,380.51	13.720740%	686
MOODY ISD	2,151,795.99	0.380828%	19
OGLESBY ISD	8,086.42	0.001431%	0
RIESEL ISD	4,422,789.41	0.782752%	39
ROBINSON ISD	9,884,053.97	1.749295%	87
VALLEY MILLS ISD	866,580.82	0.153369%	8
WACO ISD	91,500,174.46	16.193844%	810
WEST ISD	6,699,347.83	1.185661%	59
COUNTY			
McLENNAN COUNTY	93,963,740.34	16.629849%	831
McLENNAN COMMUNITY COLLEGE	40,532,599.61	7.173523%	359
CITY			
BELLMEAD, CITY OF	2,532,279.52	0.448167%	22
BEVERLY HILLS, CITY OF	785,599.73	0.139037%	7
BRUCEVILLE-EDDY, CITY OF	483,152.36	0.085509%	4
CRAWFORD, CITY OF	511,527.58	0.090531%	5
GHOLSON, CITY OF	37,154.42	0.006576%	0
GOLINDA, CITY OF	41,297.65	0.007309%	0
HALLSBURG, CITY OF	24,124.10	0.004270%	0
HEWITT, CITY OF	8,458,696.63	1.497033%	75
LACY-LAKEVIEW, CITY OF	3,227,914.38	0.571281%	29
LEROY, CITY OF	27,340.94	0.004839%	0
LORENA, CITY OF	1,101,681.31	0.194977%	10
MART, CITY OF	611,300.15	0.108189%	5
McGREGOR, CITY OF	4,722,626.91	0.835818%	42
MOODY, CITY OF	499,999.72	0.088491%	4
RIESEL, CITY OF	265,619.60	0.047010%	2
ROBINSON, CITY OF	6,973,450.94	1.234172%	62
VALLEY MILLS, CITY OF	10,886.58	0.001927%	0
WACO, CITY OF	122,933,836.58	21.757022%	1,088
WEST, CITY OF	2,026,118.32	0.358586%	18
WOODWAY, CITY OF	6,966,798.51	1.232995%	62

RESOLUTION NO. 2025-14

TAXING UNIT: CITY OF HEWITT

**RESOLUTION OF VOTES CAST TO ELECT DIRECTORS FOR
THE McLENNAN CENTRAL APPRAISAL DISTRICT FOR A
FOUR-YEAR TERM BEGINNING JANUARY 1, 2026**

WHEREAS, Section 6.03 (k) of the Texas Property Tax Code requires that each taxing unit entitled to vote cast their vote by Resolution and submit the results of that vote to the Chief Appraiser of the McLennan Central Appraisal District before December 15, 2025; and

WHEREAS, the City of Hewitt is an eligible taxing unit and desires to comply with the provisions of the Texas Property Code;

NOW, THEREFORE, BE IT RESOLVED that the City of Hewitt submits the attached Official Ballot, as issued by the Chief Appraiser, stating the vote for candidates for election to the Board of Directors for the McLennan Central Appraisal District for 2026.

ACTION TAKEN this 17th day of November, 2025, in Regular Session of the governing body of the above-mentioned taxing unit; as authorized under Section 6.03 of the Texas Property Tax Code, for the purpose of casting votes to elect the Board of Directors of the McLennan Central Appraisal District.”

PASSED AND APPROVED this 17th day of November, 2025.

CITY OF HEWITT, TEXAS

Steve Fortenberry, Mayor

ATTEST:

Lydia Lopez, City Secretary

APPROVED AS TO FORM & LEGALITY:

Michael W. Dixon, City Attorney

STATE OF TEXAS §
COUNTY OF McLENNAN §

TAXING UNIT NO.

OFFICIAL BALLOT

SELECTION OF TWO (2) MEMBERS FOR THE BOARD OF DIRECTORS OF THE McLENNAN CENTRAL APPRAISAL DISTRICT

ENTER THE NUMBER OF VOTES IN THE SQUARE(S) ADJACENT TO THE NAME OF THE CANDIDATE(S), INDICATING THE NUMBER OF VOTES YOU WISH TO CAST FOR EACH CANDIDATE. YOU MAY CAST ALL OF YOUR ALLOTTED VOTES FOR ONE CANDIDATE OR DISTRIBUTE THEM AMONGST ANY NUMBER OF CANDIDATES. PLEASE VERIFY THAT THE TOTAL NUMBER OF VOTES CAST MATCHES THE ENTITLED NUMBER OF VOTES ALLOWED FOR YOUR TAXING UNIT, WHICH IS LISTED ON THE SPREADSHEET INCLUDED IN THE DELIVERY METHOD OF THIS BALLOT. BALLOTS SUBMITTED IN WHICH THE NUMBER OF VOTES CAST EXCEEDS THE NUMBER OF ENTITLED VOTES CAN NOT BE COUNTED.

<u>NUMBER OF VOTES</u>	<u>NOMINEE</u>
	Dwain Moss
	Jim Patton
	Jim Smith

**BALLOT AND RESOLUTION MUST BE RETURNED TO
JIM HALBERT, CHIEF APPRAISER, BEFORE DECEMBER 15, 2025. BALLOTS
RECEIVED OR POSTMARKED AFTER DECEMBER 14, 2025, CAN NOT BE
COUNTED.**

****Entities that are entitled to cast at least 5% of the total votes (Midway ISD, Waco ISD, McLennan County, MCC, City of Waco) must determine its vote by resolution adopted at the first or second open meeting of the governing body that is held after the date the chief appraiser delivers the ballot to the presiding officer of the governing body.**