HEWITT
TEXAS

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: 11-17-2025

ATTEST:

Lydia Lopez

Lydia Lopez, City Secretary

Steve Fortenberry

Steve Fortenberry, Mayor