

HEWITT TEXAS

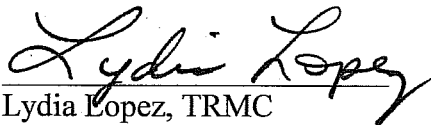
NOTICE OF MEETING OF THE GOVERNING BODY

Notice is hereby given that a **Dinner Workshop** meeting of the governing body of the City of Hewitt will be held on the **4th day of June, 2012 at 5:30 p.m. in Hewitt City Hall, 105 Tampico Drive**, Hewitt, Texas, at which time the following subjects will be discussed:

1. City Manager's update on municipal business.
 - a. Capital Improvement Projects including report from City Engineer
 - b. Public Safety – Fire & Police
 - c. Community Services building renovation
 - d. Minimum size for new residential structures
 - e. Municipal Code Enforcement
 - f. Adventure Playground at Hewitt Park
 - g. ICSC Global Retail Real Estate Convention
 - h. Performance Contract with Siemens Industry Inc.
 - i. FY 2012-13 Tentative Budget Calendar
2. Special presentation of proclamation in recognition of "George Chester Baxley Day". **(To be presented at 7:00 pm)**
3. Adjourn.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named City of Hewitt, Texas, is a true and correct copy of said Notice and that I posted a true and correct copy of said Public Notice Board located in front of the City Hall of said City of Hewitt, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on: June 1, 2012 by 5:00 p.m.

CITY OF HEWITT



Lydia Lopez, TRMC
City Secretary

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, large print or Braille, are requested to contact the Hewitt City Secretary at (254) 666-6171 at least 24 hours prior to the meeting, so that appropriate arrangements can be made.

HEWITT TEXAS II

WORKSHOP ITEM #1.f

HEWITT TEXAS

MEMORANDUM

FROM: Adam Miles, City Manager 
TO: Mayor and City Council
DATE: June 1, 2012
RE: Adventure Playground Progress Update

The main objective of this project has been to renovate the existing playground and equipment at Hewitt Park. The primary source of funding is the recent Series 2012 \$7.7 Million C.O. Issuance. Specifically, \$150,000 has been allocated from this fund for this project. Additionally, the City has maintenance funds available from the ongoing General Fund.

There are many options for development of playgrounds. I have worked with (or am familiar with) several manufacturers and suppliers over my career. There are several viable options for development of high-quality non-fee public playgrounds.

Typically, there are several steps needed to ensure a quality final product. Consideration must be given to the scope of the project and site plan. With regard to budget, this will include topography, location of existing utilities and fixtures, intended users, selection of age appropriate equipment, accessibility, surface material, containment, playground flow, safety, site security, and a host of other factors. In some cities the Parks Department does most of the site prep and some of the installation. There are many ways for a new playground to be installed and there are up front design costs that must be contemplated.

Once a plan is complete, there are many costs that must be considered. Playground development will include the hard costs of site preparation and utility relocation (if needed). Perimeter fencing, new sidewalks and curbing, surface materials and playground features will need to be selected, acquired, and installed.

To this point, we have a clearly defined objective and budget. We have approximately \$150,000 to expend on public playground improvements. We have many options. As discussed above, there are several ways to approach playground development. One of my objectives is to have the highest quality for the most value. In other words, we are trying to get the "most bang for our buck".

As some of you may recall a former Parks & Beautification Member, Kristin Jack, relocated to Hewitt From Fort Worth and recommended we consider construction of a playground like Tillery Park in Fort Worth (www.tillerypark.org). At her suggestion I personally visited this playground with my children. It is a Leathers & Associates designed facility (with a couple of pre-fab play features from vendors like GameTime or PlayWell). As it turns out, many cities in Texas have chosen them for their community designed, community built approach to playground development. Their website (www.leathersassociates.com) provides many examples of playgrounds they have designed. In all cases they are custom designed playgrounds based on guidance provided by their client.

Leathers & Associates is a playground design firm, not a playground equipment supplier. There are many architectural and engineering firms that design playgrounds. What differentiates Leathers & Associates is that they only design playgrounds and their fees include their successful time proven program for bringing the community together to build playgrounds. Their 197 page playground planning guide outlines the process from initial public input, through fundraising, to a final community built facility.

With Leathers & Associates most communities find that they are able to save considerable money by utilizing volunteer labor and donated materials. In most instances the commercial value of the playground will exceed the actual direct cost for construction. In other words their program is designed to deliver a high level of value for a community. The additional benefit is that it brings individuals and groups together to build a playground for long-term use and enjoyment of the community.

City staff contacted Leathers & Associates and explained our situation. We described our total budget (\$150,000) and basic needs. We spoke with them about determining a scope of work and how they go about working with communities to construct a playground. We invited three of their designers to Hewitt (because we have three elementary schools) for design day. During design day, they had the opportunity to assess the site and take measurements. They then spoke with students at the elementary schools then made the presentation that night.

Up to that point, we did not have a clearly defined scope of work. We paid an hourly rate to them for their time to conduct the Design Day and develop the concept plan. For the three designers we paid \$1,750 for their time on Design Day. Additionally, we paid Leathers & Associates \$3,044 for travel related expenses. On the evening of May 10 they unveiled a custom designed concept for our consideration.

Since the concept plan was completed a scope of work has been determined. They have now submitted a proposal for their services for the overall project. Their itemized proposal is attached to this memo. As you can see their proposal is not for materials or equipment. It includes their professional design fee for the playground as well as costs associated with their supervision and assistance during the build week.

The total amount of Pre-Construction Services is \$20,883. This fee is broken down in the proposal and includes development of construction documents. Additionally, the proposal includes \$13,920 for on-site construction consultation during build week. The total amount of their fee is inclusive of the overall budget for this project.

Our playground will be designed to meet current ADA standards and provide accessibility for all children. Since unveiling the original concept a sub-committee has met concerning accessibility for disabled children. City staff has met with this group and provided feedback to the designers. The most recent schematic plan is included with this memo. This sub-committee has been working to ensure the concept includes several accessible features. Leathers & Associates has been very responsive to the concerns expressed by this group and there appears to be significant consensus about the plan. It is being tweaked and refined before a final plan is accepted.

One of the concerns that many communities have is about the number of volunteers needed to complete the construction during build week. In speaking with Leathers & Associates this concern is often expressed by communities as they contemplate a project. Their response is that communities have had consistent success in garnering support and volunteers by following their program. Their program breaks all of the tasks required for a successful build down into manageable parts that are then divided among various committees. A copy of the summary is included with this memo as well.

City staff has started compiling a list of donors and volunteers. Many of these names came from the public meeting held on May 10, 2012. Other names have come from conversations held since that time. (included with this memo). This list changes daily and Denise Rodriguez and Jim Barton have been assigned to manage the overall project. In addition to this list we have support of various other community service clubs, scout groups, Library patrons, individuals, etc... We believe we are on track for a successful build in October.

This summary is included as part of the Council workshop back-up material to facilitate further discussion about the project and gain guidance from the Council as to how to proceed. There is excitement about improvements to Hewitt Park and we look forward to development of this project.

FIRST THINGS FIRST

Form an All-Star Steering Committee

Think of the steering committee as your dream team—a group of leaders who will make it happen! Your steering committee will consist of coordinators who organize specific aspects of your project or manage small subcommittees. With a well-put-together group of 12 to 24 dependable adults (men and women should be equally represented), you will make your playground fantasy a reality. Take the time to seek out and select capable, dependable people to serve as coordinators. Refer to your *Jumpstart! Planning Guide* for details on community-asset brainstorming. Every community has a wealth of resources and skilled people—choose wisely and your project will run smoothly. Be sure each coordinator understands how much time and energy the project requires. Don't pressure people to take positions if they feel they aren't able to do so or they are truly uninterested. Coordinators whose imagination and enthusiasm are sparked by the challenge of the project are most likely to be successful. Be sure to photocopy the appropriate section from this guide for each committee, and distribute it to the accompanying committee chair.

Helpful Hints

As you assemble this key leadership group, keep the following in mind:

- General coordinator(s) should not assume responsibility for any specific area, such as fundraising or volunteers. Even though those areas are very important, the GC will need to oversee the progress of the coordinators in all areas.
- Choose committee members who represent a diversified cross-section of your community—a direct reflection of your community's makeup.
- No one segment of your community—for example, Kiwanis, Rotary, one church group, or an agency—should make up more than one-third of your committee.
- At least one-half of your committee members should be parents of children under age 12.
- Teachers, principals, or active members of an elementary school PTO/PTA should be represented on the committee.
- Depending on your playground's location, it is often a good idea to try to include a representative from the local Parks & Recreation Department or the school facilities department.

The following is a list of positions to be filled. Select committee coordinators carefully—the success of your project depends on them. It is not necessary to have all coordinators in place before Design Day; however, you should try to fill as many positions as possible by that time. It is most important to identify coordinators for fundraising, public relations, volunteers, and children's committees.

All of these coordinators should plan to be at Design Day. (If your committee was not entirely complete when you sent us your Design Day Request and Steering Committee Recruitment forms from the *Jumpstart! Planning Guide*, please send us a list of all coordinators, phone numbers, and email addresses when the committee is in place. Fax numbers are also helpful.) Expect to meet at least once a month initially and more often as you approach your build date.

■ **General Coordinator (GC):** This is a big job. Most often, two people share the responsibility as co-coordinators. In fact, we strongly encourage a two-person setup. GCs must be willing to make the project a priority, if necessary, setting aside other commitments to work on it. And they must be able to arrange their daily schedules to allow frequent contact with other coordinators and with our office. Remember, general coordinators are just that. They should not attempt to head up other committees at the same time.

GCs must be high-energy people who get things done but can still be tactful with others. They must be good at delegating and have good interpersonal skills. Nothing is as important as how effectively the GC networks within the community. Typically, the GC's first task is to recruit other coordinators for the steering committee before Design Day.

➡ See Section F—General Coordinator

■ **Coordinators for Fundraising** (*two people plus several assistants*): You'll need two people to coordinate this area with several assistants willing to take charge of individual fundraisers. Recruit four to six people for this committee before Design Day. Although anyone with enthusiasm and a true desire to make your playground dream a reality will do well in this position, experience with grassroots, corporate or foundation fundraising is desirable. Also, thousands of dollars will come in—and go out—so it's valuable for one committee member to have some bookkeeping knowledge.

➡ See Section H—Fundraising

■ **Coordinators for Public Relations** (*two people*): These people must be organized and persistent, with good follow-through. Some experience in media would be helpful. The Public Relations committee will need to stay up-to-speed with all other committees, facilitating communication with the public and important media outlets. In addition to creating buzz throughout the community via radio, newspapers and television, this team will also be responsible for posters, flyers and

programs as needed. (Also, be sure to arrange media coverage for Design Day—a not-to-be-missed opportunity for newspaper, TV, and radio attention!)

→ *See Section I—Public Relations*

■ **Coordinators for Volunteers** (*at least two people*): This is a crucial position. A community-built project needs the help of volunteers at every stage. Two or more people will coordinate the efforts of many others, particularly during the last stages of your project when the call-a-thon takes place. It helps to have a detail-oriented person to keep track of volunteer numbers and contact information. On larger projects, the best way to structure this committee is for one person to head it up with four to six people in charge of separate areas such as individuals, corporations, service groups, miscellaneous groups, and the call-a-thon. All subgroup heads should be at Design Day.

→ *See Section J—Volunteers*

■ **Coordinators for the Children's Committee** (*two people*): The children's committee serves as a liaison between the steering committee and all of the children in the school(s). Two people who work well with children should head this committee. It's helpful if one is a current or former local teacher.

→ *See Section G—Children's Committee*

■ **Coordinators for Childcare** (*at least two people, preferably four*): These people will coordinate and supervise childcare and arrange activities for children during construction. At least one person with a connection to a preschool or elementary school is helpful. Daycare providers also make good childcare coordinators.

→ *See Section L—Childcare*

■ **Coordinator(s) for Materials**: It's a good idea to have two materials coordinators: one for purchased materials and one for donated materials. The donated materials coordinator doesn't need to be familiar with construction processes and materials. He or she must be willing to scrounge and unwilling to take "no" for an answer. In contrast, if you know someone in the construction business who is owed a lot of favors, they may be able to provide you with good connections to suppliers. Most of the responsibilities of this position must be accomplished during regular business hours, so having flexible daytime hours helps. The purchased materials coordinator should be familiar

with buying practices and the network of companies that supply materials. He or she should also be organized and have an eye for detail. Contractors, builders, and employees of hardware stores or lumberyards make excellent coordinators for purchased materials. It's a good idea to have two materials coordinators: one for purchased materials and one for donated materials.

→ See Section N—*Materials Coordinator*

■ **Coordinator for Food:** One person will take charge of acquiring food and organizing meals for workers during construction. This coordinator should not be a professional in the food-preparation industry, as this often can interfere with the grassroots nature of your effort. Some experience in organizing benefit dinners or banquets is helpful; someone with connections to restaurants, grocery stores and caterers works.

→ See Section K—*Food*

■ **Coordinators for Tools** (*two people*): Two people, one with a working knowledge of tools, should share this responsibility. Attention to organization and detail should be the forté of the other.

→ See Section M—*Tools*

■ **Coordinator for Design & Special Features:** One person will head up a committee of adults and youth. The coordinator does not need to be experienced in design, although a creative mind and connections to local artists are pluses. A quality design is our responsibility. However, this committee is an opportunity to include artistic members of your community who otherwise might not be involved. Be proactive and encourage creative, artistic input.

→ See Section P—*Design and Special Features*

■ **Coordinator for Special Needs:** One person, who may be the parent of a special-needs child, will gather input on the community's accessibility needs. Over the years, we've developed many components and pieces of equipment that are usable by children with a broad range of abilities. For projects with a focus on full accessibility, co-coordinators may be appropriate.

→ See Section Q—*Special Needs*

LEATHERS & ASSOCIATES

Hewitt, TX Creative Playground #1712

PROPOSAL

DATE: 5/17/12

Project Manager: Kyle Cundy

Construction Week: 10-14 October 2012

READ THIS ENTIRE PROPOSAL CAREFULLY. IT CONTAINS IMPORTANT INFORMATION FOR YOUR PROJECT.

This proposal constitutes an estimate of the remaining work our office will provide for your project and the associated fees. The fees described in this proposal assume that we are providing standard services based on the schematic provided after Design Day, as summarized in both Section R of our "Playground Packet" and this document. **The fees outlined here will vary only if additional work is requested or required.** Examples of work that would generate additional fees include details above and beyond those necessary for us to build the project, perspective drawings, a major change in project's scope, or a change of site.

The construction phase will not change except by mutual agreement between Leathers & Associates and the community. Certain conditions may be encountered during construction that significantly affects consultants' total number of hours. Variables such as weather and low volunteer turnout are impossible to identify until the time of construction and may affect the total hour's necessary for construction consultation. However, additional fees will be charged only if construction continues beyond the final scheduled day.

The following pages contain an outline of the remaining services we are to provide. If you have any questions about this proposal, please contact us by June 1, 2012. Otherwise, we will assume the proposal is acceptable and will proceed with your project.

The following is an outline of fees for Leathers & Associates' professional services:

Design Phase (completed)

Construction Phase \$ 950
(The Construction Phase fee confirms your construction date and is due upon acceptance of your proposal.)

Design Development & Construction Documents Phase

Design Development
Detailed Drawings, Materials List & Project Management \$ 18,533
Services

Organization Phase

Organization Phase Fee \$ 1,400
(travel time and expenses not included)

TOTAL FOR PRE-CONSTRUCTION SERVICES \$ 20,883

All pre-construction bills are due three weeks from date of invoice, and are subject to a 1.5% per month surcharge on any outstanding balance after due date (annual percentage rate of 18%).

* * * *

CONSTRUCTION CONSULTATION

Construction Consultants \$ 13,920
(Includes travel time to site, but not airfare, mileage, housing accommodations) *housing accommodations are typically donated.

(For Payment of Consultants: Please make check payable to Leathers & Associates and present to the lead consultant on the final day of construction.)

All fees are subject to change; see attached for further explanation of fees.

BASIC SERVICES

The Basic Services consist of the four phases described below.

DESIGN PHASE (already completed)

A representative of Leathers & Associates shall consult with the committee to ascertain the requirements of the project and on establishing design goals and the initial scope of the project. The firm shall prepare schematic design studies, consisting of drawings and other documents illustrating the scale and relationship of project components for approval by the committee.

DESIGN DEVELOPMENT/CONSTRUCTION DOCUMENTS PHASE

Design Development

Leathers & Associates shall review and consult with the committee on the schematic design and shall incorporate the design feedback requested by the committee. Leathers & Associates shall refine and change the schematic design to conform with the current safety and accessibility guidelines (ASTM F1487, CPSC Pub. No. 325, and ADA Accessibility Guidelines for Play Areas) and to fit site and utility requirements. Individual details, traffic flow and budget constraints shall be considered.

Construction Documents

Leathers & Associates shall prepare from the developed design, for approval by the committee, the working drawings and specifications setting forth the requirements for the construction of the entire project. These documents typically consist of plan view drawings, site drawing with stakeout and post information, materials list and specifications.

Leathers & Associates shall assist the committee in filing the required documents for the approval of governmental authorities having jurisdiction over the project. It is, however, the committee's responsibility to identify any such requirements and authorities and to follow through with any required filings.

The community will be assigned a project manager, who will serve as the community's main contact from shortly after Design Day through the construction of the project. The project manager is available from 8 a.m. to 5 p.m. Eastern Time and can be reached by telephone, email or fax. All project management is included in the design development and construction documents phase fee.

Final Materials List Phase

Along with working drawings and specifications setting forth the requirements for the construction of the entire project, Leathers & Associates shall provide the community with a Final Materials List, enabling the community to purchase or obtain donations for all materials necessary for the completion of the project. A suppliers list and specifications for materials are part of this list.

ORGANIZATION PHASE

Leathers & Associates shall provide organizing and coordinating assistance and support by phone to the committee. A representative of Leathers & Associates shall also conduct Organization Day meetings with the committee.

CONSTRUCTION PHASE

Leathers & Associates shall provide construction consultants who will be present at the site during construction. The consultants shall work with the committee during construction to provide observation of construction and interpretation of drawings.

The construction consultants shall familiarize themselves generally with the progress and quality of the work and determine in general if the work is proceeding in accordance with the construction drawings. The construction consultants shall be the interpreters of the requirements of the construction documents and the impartial judges of the performance thereunder by the volunteers.

The construction consultants shall have the authority to reject work that does not conform to the construction documents. Whenever, in their reasonable opinion, they consider it necessary or advisable to ensure the proper implementation of the intent of the construction documents, they shall have authority to require replacement of any work at any stage of construction. The construction consultants' decisions shall be final if consistent with the intent of the construction documents.

The construction consultants shall conduct a final inspection upon substantial completion of the work and shall prepare a punch list for the committee's use to accomplish full completion of the project.

Leathers & Associates shall receive and review the punch list and shall issue a certificate of substantial completion.

TRAVEL FEES

Travel charges for Organization Day are not included in this proposal and will be billed separately. Both airfare and travel by car will be billed as a combination of expenses and travel time.

Airfare or mileage fees for construction are not included in this proposal and will be billed separately. Travel time is included.

PAYMENT OF FEES

All bills preceding construction are due three weeks from the invoice date. Construction consultation fees are due on the final day of construction.

Payment schedule

Phase	Approximate Due dates
Design phase	Before Design Day
Design development/construction documents phase	Three weeks after receiving documents
Organization phase	Before Organization Day
Construction phase	Last day of construction

All invoices are subject to a 1.5% per month surcharge on any unpaid balance after the due date (annual percentage rate of 18%).

Name

Elke Fehler
Gale Langley
Kristin Jack
Sara Staton
Nikki Skeen
Brandi Meadon
Calvina Henriquez
Johnny Staton
Traci & Dwight Crain
Billy Skeen
Kendi Maruska
Pam Miller
Teri Waguner
Ann Thompson
Ben Valenzuela

Debbie Grady
Connie Murphy
Stephanie Wilkinson
Duan Weaver
Brian Fonville - Central National Bank
Marlene Neill

Educators Credit Union
Waco Cultural Arts Festival
Greater Waco Chamber of Commerce
Greater Hewitt Chamber of Commerce
Girls Scouts of Central Texas
Boys Scouts of Central Texas
Hewitt's Neighborhood Watch Associations
Citizens Police Academy - Hewitt

Local Businesses for Design Day

Hewitt VFW
Oasis Nail Salon
Bahama Bucks
Pizza Hut - Hewitt
Rock Barber Shop
The Mix
Mazzios Pizza
Punky Doodles

Venue Promotions
Hewitt Florisit
Plant Elegant Accents

Schools

Spring Valley Elementary
Hewitt Elementary
Castleman Creek Elementary
MCC Foundation
MCC First Generation Scholarship Program
Baylor University
TSTC

Sponsors

Bushs Chicken
MCC Foundation



WORKSHOP ITEM #1.i

BUDGET CALENDAR 2012-2013

BUDGET CREATION BEGINS

Date	Required Activity
5/8	Budget Kickoff
	Prepare and distribute Budget Memo to department heads, including departmental budget forms and personnel benefit estimates, capital outlay forms, personnel addition forms. Finance director works on Revenue and Debt budget.
6/11	Deadline-Department Requests/Revenue/Debt Forecasts
	City Manager reviews budget requests. Meetings with department heads to finalize budgets. Review Revenue forecasts and debt expenses. Finance director prepares Proposed Budget and Prepares list of Personnel and Capital Requests.
7/2	Regular Meeting. Optional Budget Discussion
	City Manager prepares proposed budget to present at council meeting. This is the 1st draft of the budget that will be presented to council at the July budget workshop.
7/16	Regular Meeting Budget Workshop
	Final Proposed Budget is presented to council. Council considers changes, if any. Budget is prepared for presentation at Special Meeting on 7/30 for Record Vote.
7/25	Deadline to receive Certified Tax Roll from Appraisal
	District and, as soon after as possible, the final Effective, Rollback, I&S and M&O Rates from Tax Assessor
7/30	Special Meeting - Take Record Vote
	* council determines any tax increase required and takes record vote. * name date/place for public hearing on budget (Special Meeting 8/27) * pass notice of public hearing on tax increase (8/13 & 8/20)
BUDGET CREATION ENDS/PUBLICATION & PUBLIC MEETING BEGINS	

Calendar for June 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Calendar for July 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Calendar for August 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Budget Requests & Review

Council Meeting-optional budget review with council

Budget Workshop

Council takes Record Vote setting upper limit to tax rate & approving proposed budget

Deadlines for publication

Published Notices

Required Council Meetings

BUDGET CREATION ENDS/PUBLICATION & PUBLIC MEETING BEGINS	
Date	Required Activity
7/25	Publish notice on Budget Hearing
	* <i>"Notice of Public Hearing " in paper (budget notice)</i> Per charter, 15 days prior to public hearing (8/13) * <i>"Notice of Public Hearing " on website (budget notice)</i> * Proposed Budget is available for public view in City Secretary's office and on website.
8/1	Tax Assessor Publishes Notice
	Tax Assessor publishes <i>"Property Tax Rates in Hewitt"</i> and <i>"Statement of Increase/Decrease"</i> after receiving Certified Tax Roll from McCAD.
8/1	City Publishes Notice of Public Hearing on Tax Increase
	* <i>"Notice of Public Hearing on Tax Increase"</i> (1st of 2 required tax notices)(7 days prior to 1st hearing) (8/13) (only required to be published one time) * website <i>"Notice of Public Hearing on Tax Increase"</i> (until replaced by <i>"Notice of Tax Revenue Increase"</i>)
8/13	Special Meeting on Budget & Tax Rate (1st of 2)
	* 1st Public Hearing on tax rate * The Public Hearing on the Budget. * Announce date for Council to vote on tax rate (8/27)
8/20	Regular Meeting on Tax Rate (2nd of 2)
	* 2nd Public Hearing on the tax rate. * Announce date of vote (8/27).
8/23	City Publishes Notice of Tax Revenue Increase
	* <i>"Notice of Tax Revenue Increase".</i> (2nd of 2 required tax notices)(meeting 3-14 days after 2nd public hearing)(no 7 day rule on this notice) * website Publish <i>"Notice of Tax Revenue Increase"</i> (replaces <i>"Notice of Public Hearing on Tax Increase"</i>)
8/27	Special Meeting Adopt Tax Rate and Budgets
	* Ordinance accepting & approving Tax Roll * Ordinance Levying a tax rate; special wording on increase in M&O tax revenue and \$\$ on \$100k home * Ordinance adopting and appropriating budgets
8/27	Council signs paperwork from Tax Assessor setting rates.
8/28	Web Publishing of Adopted Budget.
10/1	Budget becomes effective.
ADOPTED BUDGET IS COMPLETE.	

Calendar for July 2012						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Calendar for August 2012						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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26	27	28	29	30	31	
1	2	3	31			

	Budget Requests & Review
	Council Meeting-optional budget review with council
	Budget Workshop
	Council takes Record Vote setting upper limit to tax rate & approving proposed budget
	Deadlines for publication
	Published Notices
	Required Council Meetings

HEWITT TEXAS II

WORKSHOP ITEM #2

OFFICIAL MAYOR'S PROCLAMATION CITY OF HEWITT, TEXAS

- Whereas, George Chester Baxley enlisted in the United States Army during World War II, 101st Airborne, as an Army Paratrooper on January 29, 1942 at the age of 20; and
- Whereas, Mr. Baxley became a World War II veteran through his service in four major operations in Normandy, Holland, Bastogne and Southern France; and
- Whereas, His meritorious service earned him numerous awards and medals including the World War II EAME Theater Ribbon with four bronze stars and two of the most prestigious Purple Hearts; and
- Whereas, Mr. Baxley moved to Hewitt after his discharge out of the service and eventually became the first Mayor of Hewitt on June 25, 1960, thereby continuing his service to his community; and
- Whereas, Mr. Baxley has earned the lasting gratitude of the American public. His service and sacrifice must never be forgotten and forever honored.

NOW THEREFORE, I, Wilbert Wachtendorf, by virtue of the power vested in me as Mayor of the City of Hewitt, Texas do hereby proclaim June 4, 2012 as "*George Chester Baxley Day*" in Hewitt and ask all citizens to join me in extending our deep appreciation for his distinguished service to our Country and this City.

Signed and sealed this 4th day of June, 2012.

Wilbert Wachtendorf, Mayor

Attest:

Lydia Lopez, City Secretary