

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 **17th day of June, 2013 at 5:30 PM** 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. Report from City Engineer including review and discussion of Capital Improvement Projects
 - b. Briefing and discussion concerning Police and Fire Facility
 - c. Briefing and discussion concerning overview of Public Safety operations – Police & Fire
2. Interview of prospective board members for Board of Adjustment and Planning & Zoning Commission.
3. Review regular meeting agenda items.
4. Adjourn.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the City of Hewitt, Texas was posted on the Public Notice Board located in front of City Hall at 11:00 (AM) PM on June 14, 2013.

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

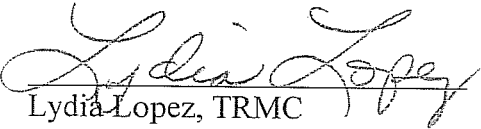
NOTICE OF MEETING OF THE GOVERNING BODY

Notice is hereby given that a **Regular** meeting of the governing body of the City of Hewitt will be held on the **17th day of June, 2013 at 7:00 PM in the City Council Room at Hewitt City Hall, 105 Tampico Drive, Hewitt, Texas**, at which time the following subjects will be discussed:

1. Pledge of Allegiance to the U.S. Flag – Boy Scout Troop #377
2. Consider approval of minutes of the City Council Dinner Workshop/Regular Meeting of June 3, 2013.
3. Hear visitors on matters pertaining to city business.
4. Consider appointment to the Board of Adjustment.
5. Consider appointment(s) to the Planning & Zoning Commission.
6. Administer Oath of Office to newly appointed members of the Board of Adjustment and the Planning & Zoning Commission.
7. Consider award of bid for Proposed 2013 Street Improvements – Micro Slurry Seal to Viking Construction in the total amount of \$44,651.25.
8. Adjourn.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the City of Hewitt, Texas was posted on the Public Notice Board located in front of City Hall at 11:00 AM on June 14, 2013.

CITY OF HEWITT


Lydia Lopez, TRMC
City Secretary

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HEWITT TEXAS II

WORKSHOP ITEM #1. a

HEWITT TEXAS II

CITY ENGINEER'S REPORT

June 13, 2013

Note: All schedules, dates and references to completion dates are approximate and subject to change.

Drainage Improvements:

Stone Ridge III and Spring Valley

We have provided the City with a plan profile sheet for City forces to grade a swale to drain standing water at the back of lots facing Crystal Haven Court.

Street Improvements:

Devonshire Street & Drainage Improvements

The contractor says he will start excavation on the detention pond within the next two days. The contract calls for the project to be complete by August 17, 2013.

Micro-Seal Streets

The advertisement for bids has been sent out and bids are to be opened on June 13, 2013. The bids will be presented to the Council for the award of a contract on June 17, 2013.

I-35 Widening - Utility Adjustments:

Under construction; Lift Station No. 1 – All the wet-well concrete has been placed. Work is continuing on the sewer and water line relocations. This project is under contract with TXDOT as is the completion timeline.

Water Utility Improvements:

Proposed New Well:

The application for the drilling of the well is complete. The application for production of water from the well involves a report and considerable financial analysis to compare the well with the purchase of treated surface water. Both applications have a fee to the STGWCD of \$1,000 and have to be filed no later than July 31, 2013. The decision as to who will get permits will be determined by November, 2013.

Commerce Park Water Plant:

The location of the proposed elevated storage, related piping and equipment has been rearranged to accommodate the proposed well.

HEWITT TEXAS II

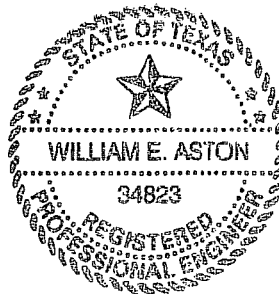
Wastewater Utility Improvements:

Lift Station No. 5 Replacement:

Design work has begun on the replacement of Lift Station No. 5, located adjacent to I-35 at the corner of the Fun Town RV site. This lift station is in poor condition and needs replacement. We should have the project ready to advertise for bids by the end of June.

By:


William E. Aston, P.E.



By:


Miles W. Whitney, E.I.T.

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: June 17, 2013

AGENDA ITEM #: 2

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider approval of minutes of the City Council Dinner Workshop/Regular Meeting of June 3, 2013.

STAFF RECOMMENDATION/ITEM SUMMARY:

Attached is a draft copy of the minutes of the meeting. Please review and advise if any corrections are needed.

ATTACHMENTS:

Draft minutes

HEWITT TEXAS

MINUTES OF A CITY COUNCIL DINNER WORKSHOP/REGULAR MEETING HEWITT CITY HALL – 105 TAMPICO DRIVE June 3, 2013 - 5:30/7:00 PM

Members Present: Mayor Ed Passalugo (presiding); Mayor Pro Tem Wilbert “Walky” Wachtendorf; Council Members Bill Fuller, James Vidrine, Travis Bailey, Alex Snider and Ronnie McNiel

Staff Present: City Attorney Charlie Buenger, City Manager Adam Miles, Assistant City Manager James Barton, City Engineer Bill Aston, Engineer in Training Miles Whitney, Utilities Director James Black, Finance Director Lee Garcia, Library Director Waynette Ditto, Police Chief Jim Devlin, Deputy Police Chief Tuck Saunders, Fire Chief Lance Bracco, Planning & Community Development Director Bruce Braley, and City Secretary Lydia Lopez

Workshop – 5:30 PM

1. City Manager presented an update on municipal business:
 - a. Report from City Engineer including review and discussion of Capital Improvement Projects
 - b. A briefing and discussion was held concerning budget for Capital Projects.
 - c. A briefing and discussion was held concerning Hewitt Dog Days of Summer Canine Event – June 15, 2013 presented by Library Director Waynette Ditto.
 - d. A briefing and discussion was held concerning Library operations presented by Library Director Waynette Ditto.
 - e. Public Safety Fire & Police (not discussed)
2. The regular meeting agenda items were reviewed.

NOTE: Executive Session was held after the Regular Session.

3. Convene Executive Session pursuant to the Open Meetings Act, Chapter 551, Texas Government Code to discuss the following:
 - Pursuant to §551.072 of the Open Meetings Act. *Tex. Gov't Code*, Council will meet in Executive Session to discuss the purchase, exchange, lease, or value of real property.
 - Pursuant to § 551.071(1)(A), consultation with Attorney regarding pending or contemplated litigation.
4. Close Executive Session.

5. Adjourn. *A motion was made by James Vidrine and seconded by Travis Bailey to adjourn the Workshop at 6:53 pm.*

REGULAR SESSION – 7:00 PM

1. **CONSIDER APPROVAL OF MINUTES OF THE CITY COUNCIL DINNER WORKSHOP/REGULAR MEETING OF MAY 20, 2013.** *A motion was made by Wilbert “Walky” Wachtendorf and seconded by Travis Bailey to approve the minutes as submitted but allow for additional corrections; all seven in favor, motion passed.*
2. **HEAR VISITORS ON MATTERS PERTAINING TO CITY BUSINESS.**
NONE
3. **CONSIDER REAPPOINTMENTS TO THE PLANNING & ZONING COMMISSION.** *A motion to table this item was made by James Vidrine and seconded by Ronnie McNiel; seven in favor, motion passed.* Mayor Pro Tem Wachtendorf stated his support that this item be held so that other applicants can be reviewed.
4. **CONSIDER AWARD OF BID FOR INSTALLATION OF PRE-CAST CONCRETE SCREENING FENCE AT THE PROPOSED PUBLIC SAFETY FACILITY TO ARTISAN PRECAST IN THE AMOUNT OF \$68,696.80.** *A motion was made by Wilbert “Walky” Wachtendorf and seconded by Alex Snider to approve; seven in favor, motion passed.*
5. **CONSIDER AND TAKE APPROPRIATE ACTION ON AN INTERLOCAL AGREEMENT WITH MIDWAY INDEPENDENT SCHOOL DISTRICT FOR THE PLACEMENT OF DISC GOLF HOLES ON PROPERTY OWNED BY MIDWAY ISD AND ADJOINING HEWITT PARK.** *A motion was made by Bill Fuller and seconded by Travis Bailey to approve; seven in favor, motion passed.*
6. **ADJOURN.** *A motion was made by Wilbert “Walky” Wachtendorf, seconded by Bill Fuller to adjourn at 7:05 pm, all seven in favor, motion passed.*

EXECUTIVE SESSION

A motion was made by Bill Fuller and seconded by Travis Bailey to convene the Executive Session at 7:09 p.m. pursuant to the Open Meetings Act, Chapter 551, Texas Government Code to discuss the following:

- Pursuant to §551.072 of the Open Meetings Act. *Tex. Gov’t Code*, Council will meet in Executive Session to discuss the purchase, exchange, lease, or value of real property.
- Pursuant to § 551.071(1)(A), consultation with Attorney regarding pending or contemplated litigation.

A motion was made by James Vidrine and seconded by Travis Bailey to close Executive Session at 7:50 p.m.

Approved: June 17, 2013

Lydia Lopez, City Secretary

Ed Passalugo, Mayor

HEWITT TEXAS

ITEM #3 – HEARING OF VISITORS

CITIZEN PARTICIPATION AT MEETINGS

1. All citizens are encouraged to discuss matters of concern with the staff and individual council members prior to placing items on the agenda. Many times this will expedite a resolution or allow proper investigation of the matter for presentation to the entire council.

NO CITIZEN NOR STAFF MEMBER MAY SPEAK NOR OTHERWISE INTERRUPT ANY MEETING UNTIL RECOGNIZED BY THE PRESIDING OFFICER.

2. To maintain decorum at public hearings, the mayor will ask the citizens present if they wish to speak for or against the item on the agenda. If so, they will be given an opportunity to do so at the proper time, when recognized by the chair. If more than five citizens wish to address the council on any single agenda item, those citizens are advised to select spokespersons to present their case.
3. Citizens who wish to bring up a matter that pertains to city business or address an item on the agenda may do so, but only under the agenda item "Hear Visitors." **The council is prohibited by law from discussing or acting on any item that has not been posted on the agenda.**
4. **Citizens addressing the city council on items not on the agenda shall be limited to five minutes each. Total time for presentations on any one item or topic shall be limited to twenty-five minutes. The city council members shall not enter into discussion on any subject not properly placed on the agenda; however, the council members may ask questions for clarification purposes.**
5. As a general rule, citizens may not participate in the discussion of the council workshop session.

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: June 17, 2013

AGENDA ITEM #: 4

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider appointments to the Board of Adjustment.

STAFF RECOMMENDATION/ITEM SUMMARY:

Mr. Brad Turner has attended a meeting of the BOA. His interview is scheduled to be conducted during the workshop and if the Council chooses to make this appointment, the following agenda item completes the administration of the oath of office. Mr. Turner will serve to replace the regular member vacancy.

ATTACHMENTS:

Certificate of Appointment

City of Hewitt, Texas

This is to certify that

Bradley L. Turner

*has been appointed by the Hewitt City Council for the
prescribed term, as a member of the*

Board of Adjustment

*a group of outstanding citizens voluntarily dedicated to
the task of assisting the Hewitt City Council in providing
the best possible government for the City of Hewitt.*

Dated this 17th day of June, 2013.

Ed Passalugo, Mayor

Attest:

Lydia Lopez, City Secretary

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: June 17, 2013

AGENDA ITEM #: 5

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider appointment(s) to the Planning & Zoning Commission.

STAFF RECOMMENDATION/ITEM SUMMARY:

This item was tabled at the June 3, 2013 Council Meeting. Council must make a motion to remove this item from the table to proceed with further action.

Board members Jerral Knox and Betty Orton have agreed to serve another term on the Board. One vacancy exists to replace Mr. Douglas Bennett.

To date, applications have been received from Bobby Wolske and Kurt Krakowian. Mr. Wolske has met the attendance requirement and is scheduled to be interviewed during the Dinner Workshop. Mr. Krakowian would need to attend the next P&Z meeting.

Bruce Dollens who was recently appointed as alternate of the Board of Adjustment has also asked to be considered for placement on this commission. He will also have to attend a meeting of the Planning & Zoning Commission before consideration.

ATTACHMENTS:

Applications

APPLICATION FOR BOARDS & COMMISSION 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 to play a vital role in shaping your community.

NAME OF APPLICANT: Bobby Wolske
HOME ADDRESS: 109 Newonshire
DAYTIME TELEPHONE NUMBER: 366-4743 E-MAIL ADDRESS: b.wolske@gmail.com

PLEASE CHECK APPROPRIATE STATEMENTS: ☒ I reside within the city limits of Hewitt, Texas.*
☐ I do ☐ I do not . . . own property located in 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: 30 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 and owner of property in 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 and owner of property in Hewitt)

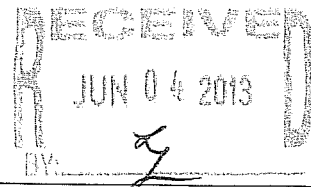
OTHER WAYS YOU SERVE YOUR COMMUNITY: _____

SPECIAL INTERESTS/SKILLS/EXPERIENCE/EDUCATION YOU FEEL MAY BE HELPFUL: BBA Degree Baylor Univ (69) 30 yrs Experience Savings Bank & Credit Union
30 years in various real estate investments

OCCUPATION/EMPLOYER: Retired/Real Estate Investment
REFERENCES (MUST BE HEWITT RESIDENTS): Tom Grein TELEPHONE #: 782-2221
James Widrine TELEPHONE #: 744-0035

SIGNATURE OF APPLICANT: Bobby Wolske DATE: 6-3-13

Return Application to:
Lydia Lopez, City Secretary
P.O. Box 610
105 Tampico Dr.
Hewitt, Texas 76643
(Fax # 666-6014)



OFFICE USE ONLY

Date attended board meeting: 06-04-2013
Date interviewed by Council: _____
Date appointed by Council: _____
Date sworn in by Council: _____
Reappointed: _____

Term to expire: _____
Term to expire: _____

APPLICATION FOR BOARDS & COMMISSION 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 to play a vital role in shaping your community.

NAME OF APPLICANT: Kurt Krakowian
HOME ADDRESS: 804 Pebble Creek Cir Hewitt, TX 76643
DAYTIME TELEPHONE NUMBER: 855-1139 E-MAIL ADDRESS: KF.Krakowian@901K017

PLEASE CHECK APPROPRIATE STATEMENTS: ☒ I reside within the city limits of Hewitt, Texas.*
☐ I do ☐ I do not . . . own property located in 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: 7 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 and owner of property in 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 and owner of property in Hewitt)

OTHER WAYS YOU SERVE YOUR COMMUNITY: _____

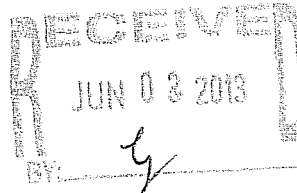
SPECIAL INTERESTS/SKILLS/EXPERIENCE/EDUCATION YOU FEEL MAY BE HELPFUL: _____

OCCUPATION/EMPLOYER: OWNER TUE.

REFERENCES (MUST BE HEWITT RESIDENTS): Ed Passalugo TELEPHONE #: 227-0430
Adrian miles TELEPHONE #: _____

SIGNATURE OF APPLICANT: Kurt Krakowian DATE: 6-3-13

Return Application to:
Lydia Lopez, City Secretary
P.O. Box 610
105 Tampico Dr.
Hewitt, Texas 76643
(Fax # 666-6014)



OFFICE USE ONLY

Date attended board meeting: _____
Date interviewed by Council: _____
Date appointed by Council: _____
Date sworn in by Council: _____
Reappointed: _____

Term to expire: _____
Term to expire: _____

City of Hewitt, Texas

This is to certify that

Bobby Wolske

*has been appointed by the Hewitt City Council for the
prescribed term, as a member of the*

Planning & Zoning Commission

*a group of outstanding citizens voluntarily dedicated to
the task of assisting the Hewitt City Council in providing
the best possible government for the City of Hewitt.*

Dated this 17th day of June, 2013.

Ed Passalugo, Mayor

Attest:

Lydia Lopez, City Secretary

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: June 17, 2013

AGENDA ITEM #: 6

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Administer Oath of Office to newly appointed member of the Board of Adjustment and the Planning and Zoning Commission.

STAFF RECOMMENDATION/ITEM SUMMARY:

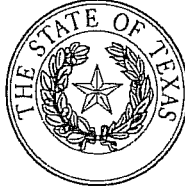
Mr. Turner and Mr. Wolske fulfill all qualifications and will be present to be sworn in as official members of their respective board or commission.

ATTACHMENTS:

Oath of Office

This space reserved for office
use

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334



OATH OF OFFICE

Filing Fee: None

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Bradley L. Turner, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of Board of Adjustment of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

Signature of Officer

.....

State of Texas)
County of McLennan)

Sworn to and subscribed before me
this

17th day of June, 20 13.

(seal)

Signature of Notary Public or Other Officer
Administering Oath

Printed or Typed Name

This space reserved for office
use

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334



OATH OF OFFICE

Filing Fee: None

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Bobby Wolske, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of Planning and Zoning Commission of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

Signature of Officer

.....
State of Texas)
County of McLennan)

Sworn to and subscribed before me
this

17th day of June, 20 13.

(seal)

Signature of Notary Public or Other Officer
Administering Oath

Printed or Typed Name

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: June 17, 2013

AGENDA ITEM #: 7

SUBMITTED BY: Jim Barton, Assistant City Manager

ITEM DESCRIPTION:

Consider award of bid for 2013 Street Improvements – Micro Slurry Seal to Viking Construction in the total amount of \$44,651.25.

STAFF RECOMMENDATION/ITEM SUMMARY:

Sealed bids were received and opened on June 13, 2013 for the planned 2013 micro slurry seal street overlay project. Viking Construction is the lowest bidder meeting qualifications. City staff recommends award of the bid to Viking Construction in the amount of \$44,651.25.

ATTACHMENTS:

Letter from City Engineer
Bid Tabulation

Duff Consulting Engineers, Inc.
Texas Registered Engineering Firm F-400

4201 No. 19TH St. - WACO, TEXAS 76708
(254)756-5414 FAX: (254)753-2642

E-Mail: b.aston@duffengineering.com

June 13, 2013

Honorable Mayor Passalugo & City Council
City of Hewitt
Via: E-mail

Re: 2013 Street Improvements – Micro Slurry Seal

Dear Mayor & City Council:

Bids were received and opened for the proposed micro slurry seal street improvements on June 13, 2013, two bids were received with the low bid being submitted by Viking Construction in the amount of \$44,651.25. A tabulation of the bids received is attached.

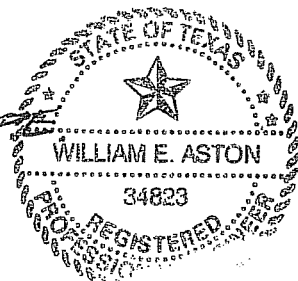
Our most recent opinion of the probable cost was \$48,500, therefore the low bid is under our opinion of the probable cost.

Based upon Viking's good performance on previous City projects, it is our recommendation that this contract be awarded to Viking Construction.

Sincerely:



William E. Aston, P.E.



cc: Adam Miles, City Manager

**BID TABULATION: CITY OF HEWITT - PROPOSED 2013 STREET IMPROVEMENTS -
MICRO SLURRY SEAL Project No. 2013-02-ST**

Bid Date: June 13, 2013, 10:30 a.m., City Hall, Hewitt, Texas

ITEM NO.	EST. QTY. & UNIT	DESCRIPTION	VIKING UNIT PRICE	INTERMOUNTAIN UNIT PRICE
1.	14,175 S.Y.	Micro Slurry Seal, Type II, Minimum 18 Lbs. Per Square Yard	\$ 3.15	\$ 3.41
TOTAL AMOUNT OF BID:			\$ 44,651.25	\$ 48,336.75

Prepared By:

 P.E.

William E. Aston, P.E. #34823

Date: June 13, 2013



Texas Registered Engineering Firm - F-400

DUFF CONSULTING ENGINEERS, INC.

4201 N. 19th St., Waco, Tx 76708 (254)756-5414 FAX: (254)753-2642