

HEWITT TEXAS

NOTICE OF MEETING OF THE GOVERNING BODY

Notice is hereby given that a **Workshop** meeting of the governing body of the City of Hewitt will be held on the **6th day of April, 2015 at 5:30 PM in Hewitt City Hall, 105 Tampico Drive, Hewitt, Texas**, at which time the following subjects will be discussed:

1. Call to order.
2. 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 Public Safety operations – Police & Fire.
 - c. Briefing and discussion concerning code violations.
 - d. Briefing and discussion concerning Walmart construction.
 - e. Briefing and discussion concerning the proposed sports complex.
3. Review regular meeting agenda items.
4. Convene Executive Session pursuant to the Open Meetings Act, Chapter 551, Texas Government Code to discuss the following:
 - **Pursuant to §551.072 – Purchase, Exchange, Lease, or Value of Real Property.**
 - **Pursuant to §551.074 - Personnel Matters.** (Council will meet in Executive Session to discuss the annual evaluation of the City Manager.)
5. Close Executive Session.
6. 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 3:30 AM PM on April 2, 2015.

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 **6th day of April, 2015 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. Call to order.
2. Pledge of Allegiance to the U.S. Flag
3. Special presentation of proclamation – “National Service Recognition Day”
4. Consider approval of minutes of the Council Workshop/Regular Meeting of March 16, 2015.
5. Hear visitors on matters pertaining to city business.
6. Consider reappointments to the Board of Adjustment.
7. Authorize the City Manager to negotiate and execute an Interlocal Cooperation Act Agreement for microsurfacing of selected public roads in McLennan County Road System, Precinct 1.
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 3:30 AM PM on April 2, 2015.

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COUNCIL WORKSHOP AGENDA ITEM #1.a

HEWITT TEXAS

CITY ENGINEER'S REPORT

April 2, 2015

2010 IH-35 Utility Improvements:

Currently we are still awaiting pump repairs to be completed. Once the pumps are on site the replacement electrical equipment will be installed and will try to perform a startup.

Commerce Park Plant Project and Related Projects:

Elevated Storage Tank;

Currently the electricians and site work contractor have begun their work on finishing up the interior of the tank shaft and also finish up the little bit of site piping that was included in their contract.

Plant Contract;

Plan and contract documents are 99% complete. The only thing left is the completion of the generator sizing for the well at McLemore Plant.

Piping;

Plans and contract documents are also 99% complete. The City has spoken with the property owner's representatives, and we are currently working on obtaining the necessary easement.

Ritchie Road Plant and Well Electrical System Improvements:

The electrical building has been erected and the permanent standby generator has been installed. At this time the contractor is waiting on receiving the reminder of the electrical equipment for the project, estimated three to four weeks.

Street Micro-Slurry Seal:

The project was anticipated to be completed on April 1, 2015.

2014 Bond Projects:

Old Temple Road Street Improvements:

These plans and contract documents are approx. 95% complete. I anticipate receiving bids for this project at the end of the month.

Panther Way Street Improvements:

Plans for this project are approx. 70% complete. I anticipate receiving bids for this project a week after receiving the bids for the Old Temple Rd Improvements project.

HEWITT TEXAS

CITY ENGINEER'S REPORT

April 2, 2015

Warren Park Improvements:

We have finalized the design and are currently compiling the plans sheets and hope to receive bids for the football field and amphitheater shortly.

City Hall / Library:

Oral update may be given at the meeting.

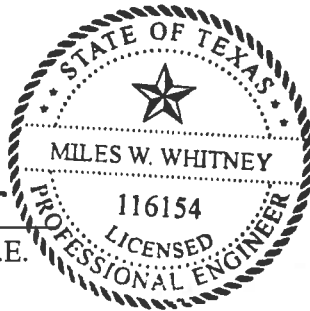
Flood Warning System:

Project has been completed.

By:



Miles W. Whitney, P.E.



Note: All dates are approximate and subject to change.



COUNCIL AGENDA ITEM FORM

MEETING DATE: April 6, 2015

AGENDA ITEM #: 3

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Special presentation of proclamation – “National Service Recognition Day”.

STAFF RECOMMENDATION/ITEM SUMMARY:

This proclamation was requested by Ms. Beverly Balch of the Heart of Texas RSVP offices at McLennan Community College. The RSVP helps support people and organizations by recruiting and managing close to 1,200 volunteers to meet needs in this region.

Mr. Bobby Felkner, a volunteer, will be present to receive the proclamation.

ATTACHMENTS:

Proclamation

OFFICIAL MAYOR'S PROCLAMATION CITY OF HEWITT, TEXAS

- Whereas, service to others is a hallmark of the American character, and central to how we meet our challenges; and**
- Whereas, the nation's mayors are increasingly turning to national service and volunteerism as a cost-effective strategy to meet city needs; and**
- Whereas, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve;**
- Whereas, AmeriCorps and Senior Corps participants address the most pressing challenges facing our cities and counties, from educating students for the jobs of the 21st century, supporting veterans and military families to providing health services and helping communities recover from natural disasters; and**
- Therefore, I, Wilbert Wachtendorf, by virtue of the authority vested in me as Mayor of the City of Hewitt, do hereby proclaim April 7, 2015, as "National Service Recognition Day", and encourage residents to recognize the positive impact of national service in our city, to thank those who serve; and to find ways to give back to their communities.**

Signed and sealed this 6th day of April, 2015.

Wilbert Wachtendorf, Mayor

Attest:

Lydia Lopez, City Secretary



COUNCIL AGENDA ITEM FORM

MEETING DATE: April 6, 2015

AGENDA ITEM #: 4

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider approval of minutes of the Council Workshop/Regular Meeting of March 16, 2015.

STAFF RECOMMENDATION/ITEM SUMMARY:

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

ATTACHMENTS:

Draft minutes

HEWITT TEXAS

MINUTES OF A CITY COUNCIL WORKSHOP/MEETING HEWITT CITY HALL – 105 TAMPICO DRIVE March 16, 2015 - 5:30/7:00 PM

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

Staff Present: City Engineer Miles Whitney, City Manager Adam Miles, City Attorney Charlie Buenger, Fire Chief Lance Bracco, Police Chief Jim Devlin, Deputy Police Chief Tuck Saunders, Utilities Director James Black, Finance Director Lee Garcia, Library Director Waynette Ditto, HR Generalist Tierny Krueger and City Secretary Lydia Lopez

Staff Absent: Assistant City Manager James Barton, and HR/Civil Service Director Susana Garcia-Gilmore

Workshop – 5:30 PM

1. Mayor Wachtendorf called the meeting to order at 5:30 PM. The agenda was reordered as follows:
2. *A motion was made by Mayor Pro Tem Ed Passalugo and seconded by Council Member Alex Snider to convene the Executive Session at 5:32 PM pursuant to the Open Meetings Act, Chapter 551, Texas Government Code to discuss the following:*
 - **Pursuant to §551.072 – Purchase, Exchange, Lease, or Value of Real Property.**
3. *Close Executive Session. A motion was made by Mayor Pro Tem Ed Passalugo and seconded by Council Member Travis Bailey to close the Executive Session at 6:24 PM, all seven in favor, motion passed.*
4. City Manager presented update on municipal business:
 - a. Report from City Engineer including review and discussion of Capital Improvement Projects.
 - b. Briefing and discussion concerning Public Safety operations – Police & Fire.
 - o Official notice of Insurance Service Office (ISO) Rating – Fire Chief Lance Bracco announced that the City’s ISO rating was upgraded from a 6 to a 3 effective July 1, 2015.
5. Regular meeting agenda items were reviewed.
6. *Adjourn. Motion was made by Mayor Pro Tem Ed Passalugo and seconded by Council Member Bill Fuller to adjourn the Workshop at 6:47 PM, all seven in favor, motion passed.*

REGULAR MEETING – 7:00 PM

1. **CALL TO ORDER.** Mayor Wachtendorf called the meeting to order at 7:00 PM.
2. **PLEDGE OF ALLEGIANCE TO THE U.S. FLAG** – Mayor Wachtendorf asked Council Member Travis Bailey to lead the Pledge of Allegiance.
3. **CONSIDER APPROVAL OF MINUTES OF THE COUNCIL WORKSHOP/REGULAR MEETING OF MARCH 2, 2015.** *A motion was made by Mayor Pro Tem Ed Passalugo and seconded by Council Member Travis Bailey to approve the minutes as submitted but allow for corrections; all seven in favor, motion passed.*
4. **HEAR VISITORS ON MATTERS PERTAINING TO CITY BUSINESS.** NONE
5. **PRESENTATION OF AUDIT REPORT AND OPINION BY CHRIS PRUITT, AUDIT PARTNER, PATTILLO, BROWN, & HILL, LLP.** Chris Pruitt of Pattillo, Brown & Hill, L.L.P., presented the audit report for Fiscal Year 2013-2014 and responded to questions regarding report. He stated the city received a clean opinion, with no material weaknesses.
6. **CONSIDER A RESOLUTION APPOINTING ELECTION OFFICIALS FOR THE MAY 9, 2015 GENERAL ELECTION.** *A motion was made by Mayor Pro Tem Ed Passalugo and seconded by Council Member Bill Fuller to approve resolution; all seven in favor, motion passed.*
7. **CONSIDER A RESOLUTION AFFIRMING THE CITY OF HEWITT'S MEMBERSHIP INTO THE MCLENNAN COUNTY RURAL TRANSIT DISTRICT AND SELECTING AN ELECTED OFFICIAL OF THE CITY AS THE CITY'S NOMINEE FOR SERVICE AS A MEMBER OF THE GOVERNING BODY.** *A motion was made by Mayor Pro Tem Ed Passalugo and seconded by Council Member Alex Snider to place the item back on the table; all seven in favor, motion passed. **Motion on Resolution:** A motion was made by Council Member James Vidrine and seconded by Council Member Bill Fuller to approve resolution; five in favor, Mayor Wilbert Wachtendorf and Mayor Pro Tem Ed Passalugo opposed, motion passed. **Motion on Nominee:** A motion was made by Council Member James Vidrine and seconded by Mayor Pro Tem Ed Passalugo to nominate Council Member Travis Bailey; six in favor, one abstention (Bailey), motion passed.*
8. **ADJOURN.** *Motion was made by Mayor Pro Ed Passalugo and seconded by Council Member Alex Snider to adjourn the meeting at 7:23 PM, all seven in favor, motion passed.*

Approved: April 6, 2015

Lydia Lopez, City Secretary

Wilbert Wachtendorf, Mayor



ITEM #5 – 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.



COUNCIL AGENDA ITEM FORM

MEETING DATE: April 6, 2015

AGENDA ITEM #: 6

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider reappointments to the Board of Adjustment.

STAFF RECOMMENDATION/ITEM SUMMARY:

There are three members whose terms expire April 2015: Mr. Douglas Bergen, Mr. Charles Howard and Mr. Don Vardeman. As a point of information, the revised policy sets term limits at six years. These gentlemen have served for that length of time or greater. The policy does also allow you to waive the term limit requirement if there is not a sufficient amount of applicants for the position to be filled. They all have agreed to serve another two year term if you choose to reappoint them.

ATTACHMENTS:

Board and Commission Roster

CITY OF HEWITT: COUNCIL, BOARDS, AND COMMISSIONS

City Hall 666-6171 (Fax 666-6014); Community Services 666-2447; Utility Billing 666-3151 (after hrs emergency 666-6272); Police Adm. 666-1661; Drug Tips 666-3333; Animal Control 666-6272; Library 666-2442; Park Reservations 666-6173; Municipal Court 666-1208; Chamber of Commerce 666-1200. City of Hewitt web site: www.cityofhewitt.com; Email: citysecretary@cityofhewitt.com

<u>City Council</u> <u>2 Yr Term - May</u>	<u>Board of Adjustment</u> <u>2 Yr Term - April</u>	<u>Planning & Zoning</u> <u>Commission</u> <u>3 Yr Term - June</u>	<u>Parks & Beautification</u> <u>Committee</u> <u>2 Yr Term December</u>	<u>Library Board of</u> <u>Directors</u> <u>2 Yr Term - December</u>
1st & 3rd Mon 7 pm	3rd Thurs 7 pm	1st Tues. 7 pm	2nd Thurs 7 pm	Quarterly as needed
Travis Bailey Ward 1 (05-2015) 412 Oklahoma Avenue 666-1492	Chairman (04-2016) Jim Winton 1136 Heatherwood 857-9436	(06-2016) Kurt Krakowian 804 Pebble Creek Cr. 855-1139	(12-2016) Ray Manzo 1127 S. Haven 315-6561	(12-2016) Eric Ames 249 Fieldcrest Dr. 710-1576
Mayor Wilbert (Walky) Wachtendorf Ward 1 (05-2016) 328 Travis 666-3759	(04-2016) Bradley T. Turner 600 Yukon Pass 723-4912	(06-2016) Bobby Wolske 109 Devonshire 366-4743	(12-2015) Brandon Fuller 504 Aspen Incline Dr. (817) 648-6378	(12-2015) Gayle H. Shipp 704 Cheyenne Trail 495-1044
Bill Fuller Ward 2 (05-2016) 218 Chelsea/PO Box 568 666-3304	(04-2015) Douglas Bergen 264 Earle Rd. 666-0855	(06-2016) Walter H. Peterson 500 Moss Hill Rd. 757-5128	(12-2015) Kevin Summers 208 Russell 349-2533	Secretary (12-2016) Mary Anna Roch 708 Regina 666-0886
James Vidrine Ward 2 (05-2015) 504 Rowan Oak 666-2115	(04-2015) Charles Howard 155 Ellis Farm Rd. 732-4746	(06-2017) David Dossey 1008 Tillamook 722-6325	(12-2015) Fred Bridger 613 Durango Circle 749-8810	(12-2016) Lydia Dashner 520 Angel Fire Dr. 666-9623
Mayor Pro Tem Ed Passalugo Ward 3 (05-2015) 137 E. Chapman Rd. 420-1926	(04-2015) R. Don Vardeman 432 S First St. 666-2670	(06-2017) Charlie Turner 209 Laredo 666-0087	(12-2016) Lloyd Coffman 807 Attaway 855-3655	(12-2014) Jerry Waltman 1205 Steamboat Drive 666-9459
Ronnie McNeil Ward 3 (05-2016) 960 Lands End Cove 717-2752	Alternate (04-2016) L. Bruce Dollens 1217 Darbyton 644-9437	(06-2017) Michael Lee Hix 336 Bowie Lane 723-5071	(12-2016) Robert Smith 412 Texas Avenue 420-2599	Treasurer (12-2016) Shirlene Lands 217 W. Warren P. O. Box 133 666-3490
Alex Snider At Large (05-2015) 1017 Wind Hill (281) 734-7622	Alternate (04-2016) VACANCY	(06-2017) John J. Baker 317 Bonham Drive 235-0464	(12-2016) Ruth D. Coffman 807 Attaway 855-6883	President (12-2016) Sally Goldman 132 Texas 666-2436

Updated: 03/12/2015



COUNCIL AGENDA ITEM FORM

MEETING DATE: April 6, 2015

AGENDA ITEM #: 7

SUBMITTED BY: Adam Miles, City Manager

ITEM DESCRIPTION:

Authorize the City Manager to negotiate and execute an Interlocal Cooperation Act Agreement for microsurfacing of selected public roads in McLennan County Road System, Precinct 1.

STAFF RECOMMENDATION/ITEM SUMMARY:

The County has asked the City to consider authorizing this Interlocal agreement concerning the bid for micro slurry seal work by Viking Contractors. As provided by the State's purchasing regulations agencies may use pricing from other publicly bid projects in certain circumstances. In this case, Viking is offering the County the same pricing per yard as bid to Hewitt and will be able to do the County work while they are already set up in the area. The County Commissioners have already approved the Interlocal agreement and staff recommends approval by the City Council.

ATTACHMENTS:

Agreement

**INTERLOCAL COOPERATION ACT AGREEMENT FOR
MICROSURFACING OF SELECTED PUBLIC ROADS IN THE
MCLENNAN COUNTY ROAD SYSTEM
PRECINCT 1**

**THE STATE OF TEXAS
COUNTY OF MCLENNAN**

This AGREEMENT is entered into this 24th day of MARCH, 2015, by and between the CITY OF HEWITT, TEXAS ("HEWITT") and MCLENNAN COUNTY ("COUNTY"), each duly organized and existing under the laws of the State of Texas, and each acting herein and through its duly authorized official.

WITNESSETH

WHEREAS, it is in the best interests of the citizens of McLennan County for the various governmental entities located in this County to cooperate in the provision of governmental services where such cooperation will result in a more efficient, higher quality and/or more cost-effective provision of such services; and

WHEREAS, with regard to the project defined below, these governmental functions and services can be more efficiently provided by the City and County working cooperatively; and

WHEREAS, City and County have found it advisable to enter into an Interlocal Cooperation Act agreement wherein the City provides or causes to be provided the governmental functions described below as authorized by the Interlocal Cooperation Act, Chapter 791, Government Code; and

WHEREAS, the County and the City are authorized to enter into an agreement for the cooperative purchase of goods and services pursuant to Chapter 791, Government Code; and

WHEREAS, the County currently maintains roads within the Ranchcrest Addition known as "Ranchcrest Road", "Vista Grande Loop", and "Estes Road" ("Roads") (total length approximately 2.25 miles); and

WHEREAS, these Roads are in need of maintenance in the form of a slurry seal or microsurfacing; and

WHEREAS, the COUNTY desires microsurfacing of these Roads; and

WHEREAS, HEWITT contracted with Viking Construction, Inc. after requesting and acquiring bids, to apply slurry seal or microsurfacing to streets in HEWITT; and

WHEREAS, the COUNTY has requested that HEWITT add the microsurfacing for the Roads to its contract with Viking Construction, Inc.; and

WHEREAS, the cost of microsurfacing the Roads will be a cost not to exceed \$120,000; and

WHEREAS, the COUNTY is willing to pay the cost of sealing the Roads;

NOW, THEREFORE in consideration of the promises, terms, and agreements herein set forth, HEWITT and the COUNTY agree as follows:

1. INCORPORATION OF RECITALS

All of the recitals and preambles herein above stated are found to be true and correct and are incorporated herein and made a part of this Agreement.

2. CONTRACT FOR CONSTRUCTION

HEWITT shall authorize a Change Order to its contract with Ballou Construction which will include the sealing of the Roads maintained by the COUNTY. Amount of this change order shall not exceed \$120,000.

3. PAYMENT FOR CONSTRUCTION

HEWITT will provide the COUNTY with an invoice within 30 days of completion of the project. The COUNTY will pay HEWITT the amount of the invoice within ten working days of the County's receipt of the invoice.

4. COORDINATION OF WORK

The COUNTY will coordinate all work on the Roads with the contractor. HEWITT will pay the contractor. The Parties agree that the contractor will perform no work on county roads prior to being directed to do so in writing by the County.

5. MISCELLANEOUS

- A. ENTIRE AGREEMENT. This agreement constitutes the entire Agreement between HEWITT and the COUNTY, and all negotiations and all understandings between the parties are merged herein.
- B. AMENDMENTS. This Agreement can be supplemented and/or amended only by a dated written document executed by both the COUNTY and HEWITT.
- C. VENUE. The obligations and undertakings of each of the parties to this Agreement shall be performable at Waco, McLennan County, Texas.
- D. CHOICE OF LAW. This Agreement is governed by the laws of the State of Texas.
- E. AUTHORIZATION. The COUNTY and HEWITT agree that their respective governing bodies have authorized the execution of this Agreement and such execution is correct and proper in all respects.
- F. MULTIPLE COPIES. This Agreement is to be executed in multiple counterparts, each of which constitutes an original.

EXECUTED this 24th day of March, 2015.

CITY OF HEWITT, TEXAS

By: _____
Adam Miles, City Manager

ATTEST:

Lydia Lopez, City Secretary

MCLENNAN COUNTY, TEXAS

By: Scott M. Felton
Scott M. Felton, County Judge

ATTEST:

J.A. "ANDY" HARWELL, County Clerk
McLennan County, Texas

Kelly Fulbright
By: Kelly Fulbright DEPUTY