

HEWITT TEXAS

CITY COUNCIL MEETING AGENDA

May 16, 2016

5:30 PM AND 7:00 PM

CITY HALL, 200 PATRIOT COURT

HEWITT, TX 76643

MAYOR AND CITY COUNCIL

Ed Passalugo – Mayor, Ward 3

Travis Bailey – Mayor Pro Tem, Ward 1

Wilbert Wachtendorf – Council Member, Ward 1

Bill Fuller – Council Member, Ward 2

James Vidrine – Council Member, Ward 2

Ronnie McNiel – Council Member, Ward 3

Alex Snider – Council Member At-Large

CITY STAFF

Adam Miles, City Manager

Charlie Buenger, City Attorney

Miles Whitney, City Engineer

Jim Barton Assistant City Manager

Lydia Lopez, City Secretary

Jim Devlin, Police Chief

Lance Bracco, Fire Chief

James Black, Public Works Director

Lee Garcia, Finance Director

Waynette Ditto, Library Director

Tuck Saunders, Assistant Police Chief

Katie Allgood, Special Projects Coordinator

Tracy Lankford, Community
Development Director

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 **16th day of May, 2016 at 5:30 PM in Hewitt City Hall, Council Chambers, 200 Patriot Court, Hewitt, Texas**, at which time the following subjects will be discussed:

1. Call meeting to order.
2. City Manager's update on municipal business:
 - a. Report from City Engineer including review and discussion of Capital Improvement Projects and funding options
 - b. Proposed 2016 General Obligation issuance and timeline
 - c. Briefing and discussion concerning FY 2016-2017 Budget Calendar
 - d. Water Conservation
 - Update to Water Conservation Plan
 - Lawn Maintenance Seminar – Wednesday, May 25 at 6 PM, City Council Chambers
 - e. Briefing and discussion concerning Website update
 - f. Briefing and discussion concerning upcoming events:
 - Summer Concert Series
 - Hewitt Dog Days of Summer – June 17-18, 2016
 - g. Briefing and discussion concerning proposed changes to Building and Fire Codes.
 - h. Briefing and discussion concerning Public Safety operations – Police & Fire.
 - No Through Trucks on Ritchie & Warren
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.**
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 5:00 AM PM on May 12, 2016.

CITY OF HEWITT


Lydia Lopez, TRMC
City Secretary

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 **16th day of May, 2016 at 7:00 PM in the City Council Chambers at Hewitt City Hall, 200 Patriot Court, Hewitt, Texas**, at which time the following subjects will be discussed:

1. Call meeting to order.
2. Pledge of Allegiance to the U.S. Flag
3. Special presentation by Mayor Pro Tem Travis Bailey
4. Presentation of proclamation by Mayor
5. Consider approval of minutes of the City Council Workshop/Regular Meeting of May 2, 2016.
6. Hear visitors on matters pertaining to city business. *Under the Texas Open Meetings Act, the Council is prohibited from discussing, responding, or acting on any comments or items that have not been properly posted on the agenda.*
7. Special presentation to outgoing Council Member Ronnie McNeil
8. Presentation of Certificates of Election and administration of Oaths of Office to elected Council Members.
9. Consider and act on designation of Mayor.
10. Consider and act on designation of Mayor Pro Tem.
11. Consider and act on Amendment No. 1: Extension of Waco Metropolitan Area Regional Sewer System ("WMARSS"): 2013 Agreement for Operation & Management of Facilities.
12. 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 5:00 AM/PM on May 12, 2016.

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.



COUNCIL WORKSHOP AGENDA ITEM #2.a

2010 IH-35 Utility Improvements:

Working on getting the two pumps brought back to Hewitt.

Commerce Park Plant Project and Related Projects:

Plant Contract:

Fence is being put up, bac-t samples passed, now the final work on programming, and putting the equipment through its paces are all the remains.

2014 Bond Projects:

Warren Park Improvements:

Construction continues, work has begun on the approved change order items.

First Street Mill and Overlay / Chapman Rd.

Advertising for bids has begun.

2015 Bond Projects:

Lift Station No. 5 Removal

I have ordered preliminary topography along the proposed alignment. I will be having to get with the owners of one of the properties along the path to discuss the line.

IH - 35 Waterline

Easement documents have been received and will be sent to property owners shortly for their consideration.

Lift Station No. 4; Gravity Line Extension

Preliminary topography along the proposed alignment has been received. This project will most likely combined with the IH - 35 Waterline project.

2016 Slurry Seal:

Working on finishing up the list and reviewing the street conditions to look for needed base repairs prior to this contract work.

By:



Miles W. Whitney, P.E.

Note: All dates are approximate and subject to change.



COUNCIL WORKSHOP AGENDA ITEM #2.b

PROPOSED PROJECTS \$3,395,000
Series 2016 II - Issuance

Street Improvements - Old Temple Road, Phase II	\$ 1,900,000
Street Improvements - First Street / Chapman completion	\$ 500,000
Micro-Slurry Seal (Various Streets)	\$ 375,000
Various Street Improvements (Grind / Mill / Overlay / Base Repair)	\$ 375,000
Park Improvements	\$ 125,000
Facility Improvements	\$ 120,000
TOTAL PROJECTS	\$ 3,395,000

Note: Approximately 93% of this proposed issuance or \$ 3,150,000 would be for street related projects.

Note 2: In discussion with Financial Advisors, the Emergency Services radio and communication equipment upgrade (\$500,000) may be purchased via a tax note in a manner that would maintain our ability to have this proposed debt bank qualified. Having our issuance Bank Qualified results in lower interest rates.



COUNCIL WORKSHOP AGENDA ITEM #2.c

BUDGET CALENDAR 2016-2017

BUDGET CREATION BEGINS

Date	Required Activity
5/3	CITY MANAGER & DEPT HEAD-BUDGET KICK-OFF
	City Manager gives direction for the budget year at the Department Head meeting and Budget Workbooks are distributed to Department heads, which include budget books, staffing budgets, and capital outlay forms. Finance Director completes budget for Revenue and Debt.
6/1	CAPITAL PROJECTS - FIVE YEAR PLAN
	City Manager, City Engineer and Staff meet to discuss Capital Projects for the upcoming 5 year period. The final Capital Project list is presented to council for review.
6/6	CAPITAL PROJECTS - COUNCIL REVIEW
	Council reviews capital projects list prioritizing projects and determines when financing is needed.
6/7	DEADLINE-DEPARTMENT REQUEST
	City Manager and Finance Director review Revenue estimates and Budget Requests & set up meetings with Department Heads to finalize the Proposed Budget. After final review by City Manager, Finance Director prepares Proposed Budget for Council Workshop. This includes proposed tax rate, debt service, capital outlay items and staffing for the next budget year.
6/20	REGULAR MEETING-BUDGET WORKSHOP
	In preparation for the City Council's Budget Workshop, the City Manager prepares Proposed Budget for council discussion. City Council makes changes to Proposed Budget, if any, in preparation for Record Vote on 7/18.
7/18	REGULAR MEETING- TAKE RECORD VOTE
	* Council determines any tax increase required and takes record vote on tax rate. * Announce date and place for public hearing on the proposed budget on 8/8.
7/25	DEADLINE-CERTIFIED TAX ROLL
	Receive Certified Tax Roll from Appraisal District and and prepare final estimate of property tax revenue and present the Effective, Rollback, I&S and M&O Rates.
BUDGET CREATION ENDS/PUBLICATION & PUBLIC MEETING BEGINS	

Calendar for May 2016

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 June 2016

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 2016

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 2016

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			

- 6 6/20 - Budget Workshop discussion
- 20 7/18 - Council takes Record Vote setting upper limit to tax rate & approving proposed budget
- 25 7/25 - Receive CERTIFIED TAX ROLL
- 22,29 7/22, 7/29 - Deadlines for publication
- 8, 15, 22 8/8, 8/15, 8/22 - Required Council meetings in August

PUBLIC NOTICES & PUBLIC MEETINGS BEGIN

Date	Required Activity
7/22	PUBLISH BUDGET NOTICE OF PUBLIC HEARING
	* <i>"Notice of Public Hearing" in paper</i> (budget notice) Per charter, 15 days prior to public hearing on 8/8 * <i>"Notice of Public Hearing" on website</i> (budget notice) * Preliminary Proposed Budget is available for public view in City Secretary's office and on website.
7/29	PUBLISH REQUIRED TAX NOTICE
	* <i>"Notice of 2016 Tax Year Proposed Property Tax Rate for the City of Hewitt" (published by Tax Assessor)</i> (only required to be published one time) * website <i>"Notice of 2016 Tax Year Proposed Property Tax Rate for the City of Hewitt"</i>
8/8	SPECIAL MEETING ON BUDGET & TAX RATE (1 of 2)
	* 1st Public Hearing on tax rate * The Public Hearing on the Budget. * Announce date for Council to vote on tax rate (8/22)
8/15	REGULAR MEETING ON TAX RATE (2 of 2)
	* 2nd Public Hearing on the tax rate. * Announce date of vote (8/22).
8/22	SPECIAL MEETING-ADOPT TAX RATE & BUDGET
	* 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
8/22	Council signs paperwork from Tax Assessor setting rates.
8/24	Web Publishing of Adopted Budget.
10/1	Budget becomes effective.
ADOPTED BUDGET IS COMPLETE.	

<i>Calendar for July 2016</i>						
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						

<i>Calendar for August 2016</i>						
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			

6	6/20 - Budget Workshop discussion
20	7/18 - Council takes Record Vote setting upper limit to tax rate & approving proposed budget
25	7/25 - Receive CERTIFIED TAX ROLL
22, 29	7/22, 7/29 - Deadlines for publication
8, 15, 22	8/8, 8/15, 8/22 - Required Council meetings in August



COUNCIL WORKSHOP AGENDA ITEM #2f.

2016 Calendar of Events

Event	Location	Date	Time
Lawn Maintenance Seminar (TSTC)	Hewitt City Hall	Wednesday, May 25th	6:00pm
Concert #1 - Holly Tucker	Warren Park	Thursday, June 2nd	7:00pm
KXXV Movie Night #1 - The Good Dinosaur	Warren Park	Friday, June 10th	7:00pm
Dog Days Kickoff Party & Concert	Warren Park	Friday, June 17th	7:30pm
Dog Days of Summer	Hewitt Park	Saturday, June 18th	9:00am
Concert #2 - The Damn Torpedoes	Warren Park	Thursday, July 7th	7:00pm
KXXV Movie Night #2 - Pan	Warren Park	Friday, July 8th	7:00pm
Hewitt Hero Day	Hewitt Park	Wednesday, July 20th	10:00am
National Night Out Kickoff Party	Hewitt Park	Thursday, July 28th	6:00pm
KXXV Movie Night #3 - Zootopia	Warren Park	Friday, August 5th	7:00pm
Concert #3 - Texas Flood	Warren Park	Thursday, August 18th	7:00pm
Library Benefit Concert - Beetlemania 64	Warren Park	Saturday, August 27th	7:00pm
KXXV Movie Night #4 - Cinderella	Warren Park	Friday, September 2nd	7:00pm
Creekside Spooktacular	Warren Park	Saturday, October 29th	TBD
Christmas Parade & Tree Lighting	Hewitt Park	TBD	TBD

2016 Library Calendar of Events

Date	Time	Event	Location
5/13/2016	6:30-8:30 pm	Friends Music in the Courtyard	Library 200 Patriot Court
5/14/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
5/16/2016	10:30 am -12:30 pm	Mayham and Murder Book Club	Library 200 Patriot Court
5/17/2016	9:30-10:15 am	Toddler Time	Library 200 Patriot Court
5/17/2016	10:30-11:15 am	Storytime	Library 200 Patriot Court
5/17/2016	4:00-5:00 pm	Crafternoon	Library 200 Patriot Court
5/18/2016	9:30-10:15 am	Toddler Time	Library 200 Patriot Court
5/18/2016	10:30-11:15 am	Storytime	Library 200 Patriot Court
5/18/2016	1:00-3:00 pm	Linda's Culinary Club	TBD
5/19/2016	9:30-10:15 am	Baby Time	Library 200 Patriot Court
5/19/2016	6:30-7:30 pm	Evening Storytime	Library 200 Patriot Court
5/21/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
5/23/2016	5:30-7:30 pm	Movie Monday	Library 200 Patriot Court
5/24/2016	9:30-10:15 am	Toddler Time	Library 200 Patriot Court
5/24/2016	10:30-11:15 am	Storytime	Library 200 Patriot Court
5/24/2016	4:00-5:00 pm	Crafternoon	Library 200 Patriot Court
5/25/2016	9:30-10:15 am	Toddler Time	Library 200 Patriot Court
5/25/2016	10:30-11:15 am	Storytime	Library 200 Patriot Court
5/26/2016	9:30-10:15 am	Baby Time	Library 200 Patriot Court
5/26/2016	6:30-7:30 pm	Evening Storytime	Library 200 Patriot Court
5/26/2016	1:00-2:30 pm	Castleman Crrek Library Tour	Library 200 Patriot Court
5/26/2016	10:00-12:00 pm	ESL Library Tour	Library 200 Patriot Court
5/28/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
6/4/2016	11:30-1:00 pm	Author Luncheon	Library 200 Patriot Court
6/8/2016	10:30 am -12:30 pm	Summer Reading Kick Off Party	Hewitt Park
6/8/2016	2:00-4:00 pm	Linda's Book club	Library 200 Patriot Court
6/9/2016	6:30-8:30 pm	Linda's Book club	TBD
6/10/2016	10:00 am -12:00 pm	Friends Art Exhibit	Library 200 Patriot Court
6/11/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
6/13/2016	6:00-8:00 pm	Teen Game Night	Library 200 Patriot Court
6/15/2016	1:00-3:00 pm	Linda's Culinary Club	TBD
6/16/2016	10:30 am -12:30 pm	Kids Movie	Library 200 Patriot Court
6/16/2016	5:30-7:30 pm	Teen Movie	Library 200 Patriot Court
6/17/2016	7:00-10:00 pm	Dog Days Concert in the Park	Warren Park
6/18/2016	9:00 am - 1:00 pm	Dog Days of Summer	Hewitt Park
6/20/2016	10:30 am -12:30 pm	Mayham and Murder Book Club	Library 200 Patriot Court
6/22/2016	10:30 am- 12:00 pm	Todd McKinney Magician Show	Hewitt Park
6/23/2016	10:30 am -12:30 pm	Kids Movie	Library 200 Patriot Court
6/23/2016	5:30-7:30 pm	Teen Movie	Library 200 Patriot Court
6/25/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
6/29/2016	10:30 am- 12:00 pm	Funny Farm Day	Hewitt Park
7/2/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
7/6/2016	10:30 am- 12:00 pm	Margaret Clauder-Mother goose	Hewitt Park
7/7/2016	10:30 am -12:30 pm	Kids Movie	Library 200 Patriot Court
7/7/2016	5:30-7:30 pm	Teen Movie	Library 200 Patriot Court
7/8/2016	6:30-7:30 pm	Friends Travel Program	Library 200 Patriot Court

2016 Library Calendar of Events

7/9/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
7/13/2016	10:30 am- 12:00 pm	Cool School with Ms. Maria	Hewitt Park
7/13/2016	2:00-4:00 pm	Linda's Book club	Library 200 Patriot Court
7/14/2016	6:30-8:30 pm	Linda's Book club	TBD
7/16/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
7/18/2016	10:30 am -12:30 pm	Mayham and Murder Book Club	Library 200 Patriot Court
7/20/2016	10:30 am -12:30 pm	Hewitt Hero Day	Hewitt Park
7/20/2016	1:00-3:00 pm	Linda's Culinary Club	TBD
7/21/2016	10:30 am -12:30 pm	Kids Movie	Library 200 Patriot Court
7/21/2016	5:30-7:30 pm	Teen Movie	Library 200 Patriot Court
7/23/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
7/27/2016	10:30 am -12:30 pm	Splash Party	Hewitt Park
7/30/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
8/2/2016	4:00-5:00 pm	Crafternoon	Library 200 Patriot Court
8/4/2016	6:30-7:30 pm	Evening Storytime	Library 200 Patriot Court
8/6/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
8/8/2016	6:00-8:00 PM	Teen Game Night	Library 200 Patriot Court
8/9/2016	4:00-5:00 pm	Crafternoon	Library 200 Patriot Court
8/10/2016	2:00-4:00 pm	Linda's Book club	Library 200 Patriot Court
8/11/2016	6:30-7:30 pm	Evening Storytime	Library 200 Patriot Court
8/11/2016	6:30-8:30 pm	Linda's Book club	TBD
8/12/2016	11:30 am -12:30 pm	Friends Author Luncheon	Library 200 Patriot Court
8/13/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
8/15/2016	10:30 am -12:30 pm	Mayham and Murder Book Club	Library 200 Patriot Court
8/16/2016	4:00-5:00 pm	Crafternoon	Library 200 Patriot Court
8/17/2016	1:00-3:00 pm	Linda's Culinary Club	TBD
8/20/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
8/22/2016	5:30-7:30 pm	Movie Monday	Library 200 Patriot Court
8/23/2016	4:00-5:00 pm	Crafternoon	Library 200 Patriot Court
8/27/2016	2:00-4:00 pm	Teen Anime Club	Library 200 Patriot Court
8/27/2016	7:00 - 10:00 pm	Concert in the Park w/ Beatlemania64	Warren Park



COUNCIL WORKSHOP AGENDA ITEM #2h.



COUNCIL AGENDA ITEM FORM

MEETING DATE: May 16, 2016

AGENDA ITEM #: 3

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Special presentation by Mayor Pro Tem Travis Bailey.

STAFF RECOMMENDATION/ITEM SUMMARY:

Mayor Pro Tem Travis Bailey will present two American flags dedicated to the Hewitt City Hall & Library and to the Hewitt Public Safety Facility by the Bravo Company "Bandits" of 4-4 ARB Task Force Comanche. These American flags were proudly flown on April 10, 2016 aboard an AH-64D Apache Helicopter over the Kandahar Province of Afghanistan on a combat mission in support of Operation Freedom Sentinel.

Mayor Pro Tem Travis Bailey's son CV3 Anthony Baily was the Pilot in Command.

ATTACHMENTS:

Certificates of Authentication



COUNCIL AGENDA ITEM FORM

MEETING DATE: May 16, 2016

AGENDA ITEM #: 4

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Presentation of proclamation by Mayor

STAFF RECOMMENDATION/ITEM SUMMARY:

A special proclamation has been prepared to be presented by the Mayor.

ATTACHMENTS:

None



COUNCIL AGENDA ITEM FORM

MEETING DATE: May 16, 2016

AGENDA ITEM #: 5

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider approval of minutes of the City Council Workshop/Regular Meeting of May 2, 2016.

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 – 200 PATRIOT COURT May 2, 2016 - 5:30/7:00 PM

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

Member absent: Ronnie McNiel

Staff present:, City Engineer Miles Whitney, City Manager Adam Miles, Assistant City Manager Jim Barton, Fire Chief Lance Bracco, Police Chief Jim Devlin, Assistant Police Chief Tuck Saunders, Finance Director Lee Garcia, Library Director Waynette Ditto, Public Works Director James Black, Community Development Director Tracy Lankford, Special Projects Coordinator Katie Allgood, and City Secretary Lydia Lopez

Staff absent: City Attorney Charlie Buenger

Workshop – 5:30 PM

1. Mayor Ed Passalugo called the meeting to order at 5:30 PM.
2. City Manager presented an update on municipal business:
 - a. Report from City Engineer including review and discussion of Capital Improvement Projects
 - b. Water Conservation
 - o Lawn Maintenance Seminar – Wednesday, May 25 at 6 PM, City Council Chambers
 - c. Briefing and discussion concerning 2016 Preliminary Tax Roll Report
 - d. Briefing and discussion concerning FY 2016-2017 Budget Calendar
 - e. Briefing and discussion concerning the Metropolitan Planning Organization (MPO) and future options for Spring Valley Boulevard
 - f. Briefing and discussion concerning Website update – May 19, 2016
 - g. Briefing and discussion concerning upcoming events:
 - o Summer Concert Series
 - o Hewitt Dog Days of Summer – June 17-18, 2016
 - h. Briefing and discussion concerning Public Safety operations – Police & Fire.
 - o No Parking signage on Old Temple Road near Warren Park
3. The regular meeting agenda items were reviewed.

4. A motion was made by Council Member Bill Fuller and seconded by Council Member James Vidrine to convene Executive Session at 6:37 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.**
 - **Pursuant to §551.087 - Deliberation regarding Economic Development Negotiations.**
 - **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. *A motion was made by Council Member Alex Snider and seconded by Mayor Pro Tem Travis Bailey to adjourn the Executive Session at 6:46 PM*
6. The Workshop meeting was adjourned.

REGULAR MEETING – 7:00 PM

1. **CALL TO ORDER.** Mayor Passalugo called the meeting to order at 7:00 PM.
2. **PLEDGE OF ALLEGIANCE TO THE U.S. FLAG** – Mayor Passalugo asked Public Works Director James Black to lead the Pledge of Allegiance.
3. **SPECIAL RECOGNITION OF VENTURE CREW #152.** Mayor Passalugo recognized members Sean Conk, Shaelynn Conk, and McKenzie Clafferty for assisting the staff in the Library by moving boxes form storage into the new facility in preparation for the grand opening.
4. **CONSIDER APPROVAL OF MINUTES OF THE CITY COUNCIL WORKSHOP/REGULAR MEETING OF APRIL 18, 2016.** *A motion was made by Council Member James Vidrine and seconded by Mayor Pro Tem Travis Bailey to approve the minutes as submitted but allow for corrections; all six in favor, motion passed.*
5. **HEAR VISITORS ON MATTERS PERTAINING TO CITY BUSINESS.** *Under the Texas Open Meetings Act, the Council is prohibited from discussing, responding, or acting on any comments or items that have not been properly posted on the agenda. NONE*
6. **CONSIDER AND TAKE APPROPRIATE ACTION TO AMEND THE CITY OF HEWITT POLICY FOR ADMINISTRATION OF BOARDS, COMMISSIONS, AND COMMITTEES TO ALLOW BOARD OF ADJUSTMENT POSITIONS TO BE FILLED WITH MEMBERS OF THE LIBRARY BOARD OR PARKS AND BEAUTIFICATION COMMITTEE.** Council Member James Vidrine requested clarification on whether this amendment only applied to the Board of Adjustment. City Manager Adam Miles responded affirmatively. *A motion was made by Council Member Alex Snider and seconded by Council Member Bill Fuller to approve; all six in favor, motion passed.*

7. **CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING REPLACEMENT OF THE ROOF AT THE OLD DEPOT BUILDING.** *A motion was made by Council Member Bill Fuller and seconded by Council Member Wilbert “Walky” Wachtendorf to award the bid to Premier Metal Works LLC, in the amount of \$9,968; all six in favor, motion passed.*
8. **CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING CHANGE ORDER NO. 2 TO THE CONTRACT WITH H&B CONTRACTORS FOR IMPROVEMENTS AT WARREN PARK IN AN AMOUNT NOT TO EXCEED \$35,602.25.** *A motion was made by Council Member Alex Snider and seconded by Mayor Pro Tem Travis Bailey to approve Alternate A in the amount of \$35,602.25 to include the all-weather surface; all six in favor, motion passed.*
9. **CONSIDER AND TAKE APPROPRIATE ACTION ON AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEWITT, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE (“ACSC”) AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY’S 2016 RATE REVIEW MECHANISM FILINGS; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; REQUIRING THE COMPANY TO REIMBURSE ACSC’S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS ORDINANCE WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS ORDINANCE TO THE COMPANY AND THE ACSC’S LEGAL COUNSEL** *A motion was made by Council Member Alex Snider and seconded by Council Member Bill Fuller to approve the ordinance; all six in favor, motion passed.*
10. **CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING THE AGREEMENT WITH THE CITY MANAGER.** *A motion was made by Council Member Alex Snider and seconded by Council Member Bill Fuller to approve the agreement to include a pay raise; all six in favor, motion passed.*
11. **ADJOURN.** *A motion was made by Mayor Pro Tem Travis Bailey and seconded by Council Member Alex Snider to adjourn the meeting at 7:16 PM, all six in favor, motion passed.*

Approved: May 16, 2016

Lydia Lopez, City Secretary

Ed Passalugo, Mayor



ITEM #6 – HEARING OF VISITORS

PROCEDURES FOR CITIZEN PARTICIPATION AT MEETINGS

1. Citizens are encouraged to discuss matters of concern with the staff and individual council members prior to placing items on the agenda. This will allow the matter to be properly investigated before it is presented to the entire council and will often expedite a resolution.

NO CITIZEN OR STAFF MEMBER MAY SPEAK OR OTHERWISE INTERRUPT ANY MEETING UNTIL RECOGNIZED BY THE PRESIDING OFFICER.

2. To maintain decorum at public hearings, the mayor will ask citizens in attendance if they wish to speak for or against the item on the agenda. If so, they will be given an opportunity to speak at the proper time and 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 a spokesperson to present their case.

Only under the agenda item “Hear Visitors” are citizens permitted to speak regarding matters that pertain to city business or address an item on the agenda. **The council is prohibited by law from discussing or acting on any item that has not been posted on the agenda.**

3. Individual citizens that discuss items not listed on the agenda shall be limited to **five minutes**. If five or more citizens wish to discuss a single item or topic that is not listed on the agenda, then the total presentation will be limited to a maximum of twenty-five minutes. City council members shall **not** enter into discussion on any subject that has not been properly placed on the agenda; however, council members may ask questions for clarification purposes.
4. As a general rule, citizens may not participate or address the council or staff during the workshop session.



COUNCIL AGENDA ITEM FORM

MEETING DATE: May 16, 2016

AGENDA ITEM #: 7

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Special presentation to outgoing Council Member Ronnie McNiel.

STAFF RECOMMENDATION/ITEM SUMMARY:

Mayor Passalugo will present a plaque in recognition of Council Member Ronnie McNiel's dedicated service on the Council and for the citizens of Hewitt.

ATTACHMENTS:

None



COUNCIL AGENDA ITEM FORM

MEETING DATE: May 16, 2016

AGENDA ITEM #: 8

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Presentation of Certificates of Election and administration of Oaths of Office to Council Members.

STAFF RECOMMENDATION/ITEM SUMMARY:

City Attorney Charlie Buenger will administer the Oath of Office and issue Certificates of Election to elected Council Members.

ATTACHMENTS:

Certificates/Oath



CERTIFICATE OF ELECTION

In the name and by the authority of

The City of Hewitt, Texas

THIS IS TO CERTIFY, that

Bill Fuller

was duly elected

Council Member, Ward 2

Pursuant to the Order of Cancellation issued on March 7, 2016 cancelling the election that was scheduled to be held on May 7, 2016.

In testimony whereof, I have hereunto signed my name and caused the Seal of the City of Hewitt, Texas to be affixed, this the 16th day of May A.D., 2016.

Signature of Presiding Officer of
Canvassing Authority



CERTIFICATE OF ELECTION

In the name and by the authority of

The City of Hewitt, Texas

THIS IS TO CERTIFY, that

Wilbert “Walky” Wachtendorf

was duly elected

Council Member, Ward 1

Pursuant to the Order of Cancellation issued on March 7, 2016 cancelling the election that was scheduled to be held on May 7, 2016.

In testimony whereof, I have hereunto signed my name and caused the Seal of the City of Hewitt, Texas to be affixed, this the 16th day of May A.D., 2016.

Signature of Presiding Officer of
Canvassing Authority



CERTIFICATE OF ELECTION

In the name and by the authority of

The City of Hewitt, Texas

THIS IS TO CERTIFY, that

Steve Fortenberry

was duly elected

Council Member, Ward 3

Pursuant to the Order of Cancellation issued on March 7, 2016 cancelling the election that was scheduled to be held on May 7, 2016.

In testimony whereof, I have hereunto signed my name and caused the Seal of the City of Hewitt, Texas to be affixed, this the 16th day of May A.D., 2016.

Signature of Presiding Officer of
Canvassing Authority

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, Wilbert Wachtendorf, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of Council Member, Ward 1 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

16 day of May, 2016.

(seal)

Signature of Notary Public or Other Officer
Administering Oath
Charlie Buenger

Printed or Typed Name

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, Bill Fuller, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of Council Member, Ward 2 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

16 day of May, 20 16.

(seal)

Signature of Notary Public or Other Officer
Administering Oath
Charlie Buenger

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, Steve Fortenberry, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of Council Member, Ward 3 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

16 day of May, 2016.

(seal)

Signature of Notary Public or Other Officer

Administering Oath

Charlie Buenger

Printed or Typed Name



COUNCIL AGENDA ITEM FORM

MEETING DATE: May 16, 2016

AGENDA ITEM #: 9

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider and act on designation of Mayor.

STAFF RECOMMENDATION/ITEM SUMMARY:

The Council can reappoint the current mayor or any other member as noted below in the Charter excerpt.

Sec. 2.7 - Mayor/mayor pro tem. At its first meeting following each regular election of councilmen, the council shall by election designate one of its numbers as mayor and another of its numbers as mayor pro tem, each of whom shall serve in such capacity for a term of one (1) year. The mayor shall preside at all meetings of the council and shall be recognized as head of the city government for all ceremonial purposes, for the purpose of receiving service of civil process and for emergency purposes, and for military or police purposes, but shall have no administrative duties. The mayor, as a member of the council, shall be entitled to vote upon all affairs considered by the council, but shall have no veto power. The mayor pro tem shall act as mayor during the absence or disability of the mayor, and shall have power to perform every act the mayor could perform if present.

ATTACHMENTS:

None



COUNCIL AGENDA ITEM FORM

MEETING DATE: May 16, 2016

AGENDA ITEM #: 10

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider and act on designation of Mayor Pro Tem.

STAFF RECOMMENDATION/ITEM SUMMARY:

The Council can reappoint the current mayor or any other member as noted below in the Charter excerpt.

Sec. 2.7 - Mayor/mayor pro tem. At its first meeting following each regular election of councilmen, the council shall by election designate one of its numbers as mayor and another of its numbers as mayor pro tem, each of whom shall serve in such capacity for a term of one (1) year. The mayor shall preside at all meetings of the council and shall be recognized as head of the city government for all ceremonial purposes, for the purpose of receiving service of civil process and for emergency purposes, and for military or police purposes, but shall have no administrative duties. The mayor, as a member of the council, shall be entitled to vote upon all affairs considered by the council, but shall have no veto power. The mayor pro tem shall act as mayor during the absence or disability of the mayor, and shall have power to perform every act the mayor could perform if present.

ATTACHMENTS:

None



COUNCIL AGENDA ITEM FORM

MEETING DATE: May 16, 2016

AGENDA ITEM #: 11

SUBMITTED BY: Adam Miles, City Manager

ITEM DESCRIPTION:

Consider and act on Amendment No. 1: Extension of Waco Metropolitan Area Regional Sewer System ("WMARSS"): 2013 Agreement for Operation & Management of Facilities.

STAFF RECOMMENDATION/ITEM SUMMARY:

The City of Hewitt along with Bellmead, Lacy Lakeview, Lorena, Robinson, Woodway, and Waco are all member cities of the Waco Metropolitan Area Regional Sewer System (WMARSS). Each City participates on a pro-rata basis and each owns a percentage share in the interceptor and sewage treatment plants. The system, by an agreement last updated in 2013, is operated by the City of Waco on behalf of the member cities. Approval of this item would extend the 2013 Agreement for operation and management of facilities until September 30, 2017. Staff recommends approval of this item.

ATTACHMENTS:

Agreement

**AMENDMENT NO. 1: EXTENSION OF
WACO METROPOLITAN AREA REGIONAL SEWER SYSTEM (“WMARSS”):
2013 AGREEMENT FOR OPERATION & MANAGEMENT OF FACILITIES**

THE STATE OF TEXAS §
 § **KNOW ALL MEN BY THESE PRESENTS:**
COUNTY OF McLENNAN §

WHEREAS, this extension is made to the Waco Metropolitan Area Regional Sewer System (“WMARSS”): 2013 Agreement for Operation & Management of Facilities (the “2013 Agreement”), made and entered into by and between the City of Bellmead, Texas (Bellmead), the City of Hewitt, Texas (Hewitt), the City of Lacy Lakeview, Texas (Lacy-Lakeview), the City of Robinson, Texas (Robinson), the City of Waco, Texas (Waco), and the City of Woodway, Texas (Woodway), Texas home-rule municipal corporations, and the City of Lorena, Texas (Lorena), a Texas general law municipality, acting by and through their authorized representatives, and hereinafter referred to jointly as “Cities” or “Parties”; and

WHEREAS, Waco was designated as the WMARSS Operators through September 30, 2015 or until a new agreement was executed with an entity to operate WMARSS; and

WHEREAS, the Cities agree to extend the 2013 Agreement through September 30, 2017,

NOW THEREFORE the Cities agree upon the following:

1. The 2013 Agreement shall be extended through September 30, 2017;
2. The City of Waco is designated as the Operator through said extension period;
3. 12.2 of Article 12 of the 2013 Agreement is revised for sending notices, consents, waivers or other communications to the following Cities:

To the City of Lorena: ~~Billy Clemons~~
Joseph R. Pace
City Manager
~~114 E. Center Street~~ 107A S. Frontage Street
Lorena, Texas 76655-9651

Email: b.clemons@ci.lorenatx.us
jpace@lorenatx.gov
Fax: (254) 857-4118

To the City of Robinson: ~~Robert E. Cervenka~~
Greg Hobbs
Acting City Manager
111 West Lyndale
Robinson, Texas 76706
Email: r.cervenka@robinsontexas.org
g.hobbs@robinsontexas.org
Fax: (254) 662-1035

To the City of Waco/Operator: ~~Larry D. Groth~~
Dale A. Fisseler
City Manager
P.O. Box 2570
Waco, Texas 76702-2570
Email: LarryG@ci.waco.tx.us
DaleF@wacotx.gov
Fax: (254) 750-5880

4. All other terms and conditions of the Waco Metropolitan Area Regional Sewer System ("WMARSS"): 2013 Agreement for Operation & Management of Facilities are to remain in full force and effect.

[remainder of page intentionally left blank]

CITY OF BELLMEAD, TEXAS

By: _____
City Manager

ATTEST:

_____ Date Signed: _____
City Secretary

[remainder of page intentionally left blank]

CITY OF HEWITT, TEXAS

By: _____
City Manager

ATTEST:

City Secretary

Date Signed: _____

[remainder of page intentionally left blank]

CITY OF LACY LAKEVIEW, TEXAS

By: _____
City Manager

ATTEST:

City Secretary

Date Signed: _____

[remainder of page intentionally left blank]

CITY OF LORENA, TEXAS

By: _____
City Manager

ATTEST:

City Secretary

Date Signed: _____

[remainder of page intentionally left blank]

CITY OF ROBINSON, TEXAS

By: _____
City Manager or Acting City Manager

ATTEST:

City Secretary

Date Signed: _____

[remainder of page intentionally left blank]

CITY OF WACO, TEXAS

BY: _____
Dale Fisseler, P.E., City Manager

ATTEST:

Esmeralda Hudson, City Secretary

Date Signed: _____

APPROVED AS TO FORM & LEGALITY:

Jennifer Richie, City Attorney

[remainder of page intentionally left blank]

CITY OF WOODWAY, TEXAS

By: _____
City Manager

ATTEST:

City Secretary

Date Signed: _____

[remainder of page intentionally left blank]