

HEWITT TEXAS

SPECIAL CALLED CITY COUNCIL MEETING AGENDA

August 14, 2017

**Special Called Regular Meeting - 7:00 PM
CITY HALL, 200 PATRIOT COURT
HEWITT, TX 76643**

MAYOR AND CITY COUNCIL

Travis Bailey – Mayor, Ward 1

Ed Passalugo – Mayor Pro Tem, Ward 3

Wilbert Wachtendorf – Council Member, Ward 1

Bill Fuller – Council Member, Ward 2

James Vidrine – Council Member, Ward 2

Steve Fortenberry – Council Member, Ward 3

Alex Snider – Council Member At-Large

CITY STAFF

Adam Miles, City Manager
Charlie Buenger, City Attorney
Miles Whitney, City Engineer

Lydia Lopez, City Secretary

Jim Devlin, Police Chief

Lee Garcia, Finance Director

Lance Bracco, Fire Chief

Waynette Ditto, Library Director

Katie Allgood, Managing Director

Tracy Lankford, Community Dev. Director

Tuck Saunders, Assistant Police Chief

HEWITT TEXAS

NOTICE OF MEETING OF THE GOVERNING BODY

Notice is hereby given that a **Special Called Regular** meeting of the governing body of the City of Hewitt will be held on the **14th day of August, 2017, 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. Consider approval of minutes of the City Council Workshop/Regular Meeting of August 7, 2017.
4. 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.*
5. Conduct the second of two public hearings on the 2017 tax rate.
6. Motion to announce that August 21, 2017, at 7:00 p.m. at the Hewitt City Hall, 200 Patriot Court, as the date to vote on the 2017 tax rate.
7. 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 10:00 AM/PM on August 11, 2017.

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 AGENDA ITEM FORM

MEETING DATE: August 14, 2017

AGENDA ITEM #: 3

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider approval of minutes of the Special Called City Council Workshop/Regular Meeting of August 7, 2017.

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/REGULAR MEETING HEWITT CITY HALL – 200 PATRIOT COURT August 7, 2017 - 5:30/7:00 PM

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

Members absent: Council Member Alex Snider

Staff present: City Attorney Charlie Buenger, City Manager Adam Miles, Police Chief Jim Devlin, Finance Director Lee Garcia, Managing Director of Administration/Civil Service Director Katie Allgood, Library Director Waynette Ditto, Utilities Superintendent Kevin Reinke, Human Resource Generalist Stephanie Fenty, Parks and Media Coordinator Cassie Muske, Administrative Assistant Lindsey Miller (Ms. Miller was present at the 7:00 pm Regular Meeting), and City Secretary Lydia Lopez

Staff absent: City Engineer Miles Whitney, Assistant Police Chief Tuck Saunders, Fire Chief Lance Bracco, Community Development Director Tracy Lankford

Special Called Workshop – 5:30 PM

1. Mayor Travis Bailey called meeting to order at 5:30 PM.
2. City Manager presented an updates on municipal business:
 - a. Report from City Engineer
 - o Ritchie Road Project
 - o Spring Valley Road Project
 - b. Briefing and discussion concerning FY 2017-2018 Budget.
 - c. Briefing and discussion concerning Legislative Special Session.
 - d. Briefing and discussion concerning Dog Days event.
 - e. Briefing and discussion concerning Parks & Beautification Committee.
 - f. Briefing and discussion concerning Panther Way/Hewitt Drive school zone.
 - g. Briefing and discussion concerning Public Safety operations – Police & Fire.
3. The regular meeting agenda items were reviewed.
4. *A motion was made by Mayor Pro Tem Ed Passalugo and seconded by Council Member Bill Fuller to convene Executive Session at 6:31 PM 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/Adjourn. *A motion was made by Mayor Pro Tem Ed Passalugo and seconded by Council Member Steve Fortenberry to close the Executive Session and adjourn the Workshop at 6:45 PM.*

REGULAR MEETING – 7:00 PM

1. **CALL TO ORDER.** Mayor Travis Bailey called the meeting to order at 7:00 PM.
2. **PLEDGE OF ALLEGIANCE TO THE U.S. FLAG** – Mayor Travis Bailey asked David Passalugo to lead the Pledge of Allegiance.
3. **CONSIDER APPROVAL OF MINUTES OF THE SPECIAL CALLED CITY COUNCIL WORKSHOP AND REGULAR MEETING OF JULY 24, 2017.** *A motion was made by Council Member James Vidrine and seconded by Mayor Pro Tem Ed Passalugo to approve the minutes as submitted but allow for corrections; all six in favor, motion passed.*
4. **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*
5. **SPECIAL PRESENTATION TO TEXAS WIND ATHLETICS.** Police Chief Jim Devlin presented a check in the amount of \$550 to Texas Wind Athletics as part of the funds raised during the 2017 National Night Out Kick-off Party.
6. **CONDUCT THE FIRST OF TWO PUBLIC HEARINGS ON THE 2017 TAX RATE.** Mayor Travis Bailey ask for those wishing to speak in favor. Mayor Travis Bailey asked for those speaking in opposition. No one appeared. Hearing closed.
7. **CONDUCT PUBLIC HEARING ON PROPOSED FISCAL YEAR 2017-2018 PRELIMINARY ANNUAL BUDGET.** Mayor Travis Bailey ask for those wishing to speak in favor. Mayor Travis Bailey asked for those who wishing to speak in opposition. No one appeared. Hearing closed.
8. **MOTION TO ANNOUNCE THAT AUGUST 21, 2017, AT 7:00 P.M. AT THE HEWITT CITY HALL, 200 PATRIOT COURT, AS THE DATE TO VOTE ON THE 2017 TAX RATE.** *A motion was made by Mayor Pro Tem Ed Passalugo and seconded by Council Member Bill Fuller to announce that August 21, 2017, at 7:00 PM at the Hewitt City Hall, 200 Patriot Court, as the date to vote on the 2017 Tax Rate; all six in favor; motion passed.*
9. **AUTHORIZE CITY MANAGER TO NEGOTIATE AND EXECUTE A CONTRACT FOR PURCHASE OF PROPERTY COMPRISING OF APPROXIMATELY 5.48 ACRES OF LAND LOCATED AT 311 N. OLD TEMPLE ROAD.** *A motion was made by Mayor Pro Tem Ed Passalugo and seconded by Council Member Steve Fortenberry to approve; all six in favor, motion passed.*

- 10. ADJOURN.** *A motion was made by Council Member Steve Fortenberry and seconded by Mayor Pro Tem Ed Passalugo to adjourn the meeting at 7:06 PM; all six in favor, motion passed.*

Approved: August 14, 2017

Lydia Lopez, City Secretary

Travis Bailey, Mayor

HEWITT TEXAS II

ITEM #4 – 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.

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: August 14, 2017

AGENDA ITEM #: 5

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Conduct second public hearing on the 2017 tax rate.

STAFF RECOMMENDATION/ITEM SUMMARY:

The State of Texas Tax Code requires that a municipality hold two public hearings on the proposed tax rate. This will be the second public hearing. The Mayor will open the public hearing to receive any comments and then close the hearing. Members of the public are encouraged to attend the hearings and express their views. No action is required of the Council.

ATTACHMENTS:

None



COUNCIL AGENDA ITEM FORM

MEETING DATE: August 14, 2017

AGENDA ITEM #: 6

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Motion to announce that August 21st, 2017, at 7:00 p.m. at the Hewitt City Hall, 200 Patriot Court, as the date, time and place to vote on the 2017 tax rate.

STAFF RECOMMENDATION/ITEM SUMMARY:

The Texas Tax Code states that "at the public hearings the governing body shall announce the date, time and place of the meeting at which it will vote on the proposed tax rate."

ATTACHMENTS: